EMG meeting of the Issue Management Groups on C-Neutral and Sustainable Procurement  
25-27 June 2007  
World Bank Headquarter, Washington DC

NOTIFICATION ON LOGISTICS AND VENUE

Meeting venue:

Monday June 25th
9am-5:30 pm  
I building  
1850 I Street NW Washington, DC 20433  
Room I2-250  
U shape formation  
Breakout room I2-210  
Reception 5:30pm-8:00pm

Tuesday June 26th
9am-5:30pm  
I building  
1850 I Street NW  
Room I2-250  
U shape formation  
Breakout room I8-350

Wednesday June 27th
9am-5:30pm  
U building  
1800 G street NW Washington, DC 20433  
Room U3-485  
U shape formation  
Breakout room U3-415 (rooms are next door to each other)

Recommended Hotels:

1. One Washington Circle  
$161 World Bank rate

2. Hotel Topaz  
$165 bank rate

3. DoubleTree Crystal City

4. Renaissance (10 rooms)  
$219 World Bank rate [$395 non-bank rate].
Directions from the nearby hotels and maps:

1. **From Hotel One Washington Circle:**
   Washington Circle NW Washington, DC 20037
   Walk East (number streets going down) towards K street
   Right onto 19th street,
   1850 I street is on your left hand side
   (10 minute walk)

2. **From Hotel Topaz**
   1733 N street NW Washington DC 20036
   Walk West on N street (number streets going up)
   Left onto 19th street
   1850 I street on left hand side
   (15 minute walk)

3. **From Hotel Renaissance M street:**
   1143 New Hampshire Ave NW Washington, DC 20037
   Walk South on New Hampshire Ave
   Left onto L street
   Right onto 19 street
   1850 I street in on left hand side
   (10 minute walk)

For directions to U building, follow same directions as above, but continue on 19th street, Right onto G Street
1800 G Street is on right hand side. See the map below (can be enlarged).
Conference Room Services:

- Laptop
- Flipcharts
- Podium
- Head table (3 people)
- 2 wireless microphones

PowerPoint presentations from participants must be saved on flash drives. For security purposes, external laptops can’t be used. Conference Room Laptops have DVD capabilities for showing films or other sort of presentation. Participants may bring their own for note taking etc. Participants must bring with them passports or other ID to receive their visitor passes.

Contact Persons:

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