



UNITED NATIONS

ENVIRONMENT MANAGEMENT GROUP

EMG

25th Senior Officials Meeting of the Environment Management Group

Senior Segment, 25th September 2018 (08:00 -10:00 NY time)
General Assembly (GA) Building, Conference Room 7 (CR7) 1st basement

EMGSOM.25_0b

Distribution:
EMG Members

Information note on logistics – Senior Segment

1. Venue:

The Senior Segment of the 25th Senior Officials Meeting will be held on 25 September 2019 from 08:00 to 10:00 (New York time) at the General Assembly (GA) Building, Conference Room 7 (CR7) 1st basement.

2. Confirmation of attendance:

EMG members are kindly requested to confirm their participation as soon as possible to emg@un.org.

3. Security and Entrance:

a. Required passes and tickets

Staff Members of the UN Secretariat, Funds, Programme and Agencies of the UN system should have a valid UN grounds pass to enter to the UN Headquarters. Colleagues are kindly advised to obtain a grounds pass through their respective offices in New York.

In addition to the UN Grounds Pass, UN Staff members, with the exception of Heads of Agencies, USGs and ASGs, will need a Secondary Ticket to access the GA Building.

Special Events Tickets will be issued to meeting participants who are not entitled to a UN grounds pass.

Secondary Passes and Special Events Tickets for the Senior Officials Meeting will be distributed to registered meeting participants on **Tuesday 24th September from 14.00 to 17.00 in the lobby of 2 UN Plaza**, or on **Wednesday 25th September between 7.00am and 7.30am at the intersection of 2nd Avenue and E44th Street** before entering the secured UN zone.

A staff member with an EMG sign will hand out one ticket per registered participant. Please note that it will not be possible to receive passes after this time.

b. Access to the UNHQ for UN Staff and holders of a valid UN Grounds Pass:

As the Senior Officials Meeting will take place during the high-level week of the 74th UNGA, please be advised that a 2-block radius at the UNHQ will be cordoned off from the general public. UN Staff and holders of a valid UN Grounds Pass may cross at the southeast side of 42nd Street and 1st Avenue to access the premises via the 42nd Street staff entrance (please see Annex 1).

c. Access to the UNHQ for non-UN Staff (Holders of Special Events Tickets)

Officials who do not hold a UN grounds pass may use the security check point at the intersection of 2nd Avenue and E46th street and the 46th Street entrance to the Building (please see Annex 1).

4. Online Participation – Video and audio-conference connections:

a. Video participants will be able to connect using the following details:

Public Dial-in : 12257287@unog.ch
UN Dial-in : 12257287@unog.un.org

Technical Help Line for on-going videoconferences: + 41 22 917 2800 pin code 98765

b. Participants by audio link should follow the instructions below:

Please dial the conference phone number which is + 41 22 917 7400. Then listen to the instructions and enter **Conference ID: 12257287**

5. Documentation:

Participants are kindly requested to refer to the electronic version of the agenda and background documents that can be downloaded from the EMG website by clicking on this [hyperlink](#).

6. Questions:

For any questions, please contact Ms. Irene Kariuki, Irene.Kariuki@un.org

Annex 1 – Map of access routes and security checkpoints



Building Closure to the Public

The United Nations will be closed to the public as of 5:30 pm on Friday, 20 September, until close of business Tuesday, 1 October 2019. Staff members may cross at the southeast side of 42nd Street and 1st Avenue to access the premises via the 42nd Street staff entrance. For the high-level period only, interns may also access this gate following screening. The 47th Street entrance is reserved for media and participants in events restricted to the North Lawn. Screening, at the 46th Street entrance will be reserved for delegations, staff working in the restricted areas.