

GENERAL INFORMATION NOTE

38th Meeting of the Executive Committee and its subsidiary meetings

(17 – 22 November 2002)

Rome - Italy

THE VENUE

Due to the unavailability of conference facilities in FAO premises (FAO building will be under renovation at the ExCom Meetings), the Government of Italy has offered to host the meetings of the ExCom at the “**PALAZZO CONFINDUSTRIA**” located at **Viale dell’Astronomia 30, 00144 ROMA**.

As its name suggests, Palazzo Confindustria offers conference facilities to the industrial sector, manufacturing enterprises and services in Italy. It was founded in 1910 and is the main representative of the trading organisations of the manufacturing enterprises and services in Italy.

The building is at a walking distance (10 minutes) from the Subway Line B. The station, called “**EUR – PALASPORT**” is five stops after the FAO stop (Circo Massimo) going South, or two stops from Laurentina going North.

Palazzo Confindustria has a **travel agency** located in the ground floor open from 9:00 a.m. to 12:25 p.m. and from 2:00 p.m. to 6:00 p.m. and offers bank facilities. The Bank changes travellers cheques up to a maximum of \$EUR 300.00 per person and per day. It also offers a **CYBERCAFE** and a **CAFETARIA** open from 9.00 a.m. to 6.00 p.m.

The surroundings of the Palazzo Confindustria offers a wide range of restaurants and café which delegates could use over lunch breaks.

The map below provides direction from the airport to the building. As indicated earlier, it is at metro “**EUR-PALASPORT**” stop which is five stops after the FAO metro stop “Circo Massimo”.

UNDERGROUND



THE MEETINGS

The meetings will take place as follows:

- Working group on guidelines for the preparation, implementation and management of performance-based substance wide and national phase out agreements/plans**, 17 November 2002, at 10 hrs, GIUNTA Hall, (first floor). (Please note that interpretation will not be provided at this meeting)
- 18th Meeting of the Sub-Committee on Monitoring, Evaluation and Finance**, 18-19 November 2002, Q Hall (first floor). 10:00 -13:00 hrs, 15:00– 18:00 hrs.
- 27th Meeting of the Sub-Committee on Project Review**, 18-19 November 2002, GIUNTA Hall (first floor). 10:00 -13:00 hrs, 15:00– 18:00 hrs.
- 38th Meeting of the Executive Committee**, 20-22 November 2002, GIUNTA Hall (first floor). 10:00 -13:00 hrs, 15:00– 18:00 hrs.

REGISTRATION

Registration can be made on-line on our web site: www.unmfs.org. or the registration form can be downloaded and sent by fax at (514) 282 0068. The information submitted in the registration form will be used in the final list of participants distributed at the end of the Meeting.

The distribution of meeting badges and official security badges for all delegates for the meetings will take place at the Atrium level of the “PALAZZO CONFINDUSTRIA” premises, from 17 to 20 November starting 9 a.m.

Please note that due to security measures, the access to the PALAZZO CONFINDUSTRIA premises will not be allowed to anyone without a valid Conference and security pass.

THE HOTELS

For those who wish to stay within a walking distance from “PALAZZO CONFINDUSTRIA” the following hotels are suggested:

*Aran Park Hotel ******

Via Ricardo Forster, 24 00143. Email address: parkhotel@arangroup.it/parkhotel. Phone number: (39 06) 510721. Fax: (39 06) 51963976. Double room single occupancy: \$EUR 108, Double room: \$EUR 124. Breakfast included.

*Hotel Dei Congressi ****

Viale Shakespeare, 29 00144. Email address: reception@hoteldeicongressi.it. Phone number: (39 06) 5926021. Fax: (39 06) 5911903. Double room single occupancy: \$EUR 135, Double room: \$EUR 170. Breakfast included.

*Hotel Tre Fontane ****

Via del Serafico, 51 00142. Email address: hoteltrefontane@tin.it. Phone number (39 06) 519 56556. Fax: (39 06) 519 55419. Double room single occupancy: \$EUR 105, Double Room: \$EUR 120. Breakfast included.

*Hotel American Palace ****

Via Laurentina, 544 00143. Email address: hotelsbooking@tiscali.it. Phone number: (39 06) 541 97871 Fax: (39 06) 54197873. Single room: \$EUR 99, Double room single occupancy: \$EUR 109, Double room: \$EUR 129. Breakfast included.

*Hotel Shangri la' ******

V.le Algeria, 141 – 00144. Phone number : (39 06) 591 6441. Fax: (39 06) 541 3813. Double room single occupancy: \$EUR 160,62 .Double room: \$EUR 204,00. Breakfast included.

*Hotel Silver****

P.le Luigi Sturzo, 9 – 00144. Phone number : (39 06) 592 5041. Fax: (39 06) 542 82157. Double room single occupancy: \$EUR 82,00 Double room \$EUR :112,00

*Hotel Caravel****

Via C. Colombo, 124. Phone number : (39 06) 513 4642. Fax: (39 06) 513 472. Double room single occupancy: \$EUR 99,00

For those who wish to book a hotel near FAO, please refer to the brochure prepared by the Government of Italy for the 6th Conference of the Parties of the Vienna Convention and the 14th Meeting of the Parties of the Montreal Protocol.

THE AIRPORT

Fiumicino Airport (Leonardo da Vinci), the city's main airport, is well connected to downtown Rome during the day by a direct train and slower trains. The train fare to Termini costs \$EUR 8.78 and takes approximately 30 minutes. It leaves from and arrives at track 22 at Termini Railway Station (the main train station). Tickets can be purchased at the ticket window close to the train platform at Fiumicino airport. Further information can be obtained at the welcome desk airport. Termini Station is nine stops from PalaSport EUR.

The average fare for a Taxi ride from Fiumicino airport to downtown Rome is \$EUR 50. After having exited the arrival hall at Fiumicino, you will find the taxi rank. The taxi ride to EUR takes about twenty minutes.

THE VISA

Please arrange for your entry visas from the Italian Embassy of Consulates nearest to you. Kindly note that the obtention of visa takes normally 10 days. It is highly recommended that delegates who require entry visa to Italy apply on time as this procedure is absolutely necessary. Further information about visa is available on:

http://www.minambiente.it/Sito/settori_azione/pia/att/14_conferenza_parti/14conferenza_parti_ing.asp

CURRENCY EXCHANGE FACILITIES

Italy uses the Euro as its currency. The current rate of exchange of the Euro to the \$ US Dollar is about \$EUR 1= \$ US 1.

CREDIT CARDS

Internationally recognized traveller cheques and credit cards are accepted in hotels, major shops and restaurants. For any problems encountered with the use of credit cards please address the local representative of your credit card agency.

SHOPPING

Shops in Italy are usually open from 9:00 to 13:00 hours and from 15:30 to 19:30 hours. However, many of the shops in the downtown area remain open during lunch break.

PROTECTING YOUR VALUABLES

Once you have checked into their hotels, it is advisable to leave important documents such as passports in the hotel safe and to carry a photocopy with you.

THE CLIMATE

In November the weather is markedly unstable and characterized by frequent humid atlantic fronts and rain. It is advisable to wear warm winter clothes like coats and woolen scarves in case of cold wind. Umbrellas and raincoats are also recommended.