



# CLIMATE ACTION SUMMIT 2019

## CLIMATE ACTION SUMMIT WEEKEND EVENTS

21-22 September 2019

New York, NY, United States

### Logistics Note for Participants

#### CONFERENCE VENUE

The *Climate Action Summit weekend events* will be held on 21 and 22 September 2019 at the United Nations Headquarters in New York. Nine consecutive Coalition meetings will be held in parallel in several conference rooms throughout the two days. The full schedule of meetings and related information can be found online: <https://www.un.org/en/climatechange/#>

#### TYPE OF BADGES AND COLLECTION

Due to heightened security during UN General Assembly week, we strongly encourage early pick-up of event badges for all non-UN participants in order to reduce entry time to UN Headquarters on the day of the events. Event badges will be provided to registered guests ONLY. Additional staff or accompanying persons who have not been explicitly approved by the Climate Action Summit Team will not be accommodated.

The United Nations will be closed to public as of Friday, 20 September, all invited participants will need a badge to enter the UN premises.

#### All participants will be issued the following badges:

- Special event pass to access UNHQ, this is a name and date specific pass that will allow participants to access the United Nations Secretariat premises. **This is a non-transferrable badge:**
- Secondary pass – a transferrable ticket that will enable participants to access specific meeting rooms.

#### Badge Collection

**At the UNITAR Building (Former Pass and ID office)** (Ground floor), at 801 1<sup>st</sup> Avenue, New York, NY 10017 (between 45<sup>th</sup> and 46<sup>th</sup> Streets on 1<sup>st</sup> Avenue. *(Please note: the entrance to the building is on 1<sup>st</sup> avenue and corner of 45<sup>th</sup> street)*) on the following dates:

- Thursday, 19 September: between 14:00 and 17:30;
- Friday, 20 September: between 09:00 and 17:30;
- Saturday, 21 September & Sunday, 22 September: between 07:00 –17:30

## Who should collect the badges?

- All participants must present their passport or a valid photo ID, to collect the required security identification badge.
- It is preferable that participants collect their badges in person, however, if a third party is collecting the badge on behalf of a speaker, a letter signed by the participant / copy of passport or valid photo ID of the participant will be accepted.

## Special Note

- For security reasons, Identification Badges *must always be worn by all participants* during the weekend meetings at all times during their presence in the UNHQ.
- Participants must be seated by no later than 15 minutes prior to the start of each meeting; please allow travel time as well as sufficient security screening time at the entrance, which is on first-come, first-served basis.

## ARRIVAL TO UNHQ

The Climate Action Summit Staff will guide non-UN guests from 46th Street and 1st Avenue to the UN Headquarters, through the security screening tent, and into the Secretariat Building where the event will take place. To assist with this process, UN staff will be located along the route to provide direction and assistance. Staff will be lined up throughout to usher the participants and assist in providing direction to meeting rooms.

## TRAVEL AND TRANSPORTATION IN NEW YORK

Due to the heightened security during the UN General Assembly week, there will be many road closures around UN Headquarters. Therefore, we recommend traveling by foot when possible.

For all other times, we recommend using the MTA Trip Planner to determine the best route from the location where you are staying. While we encourage all participants to utilize public transportation, taxis and other car services such as Uber are also available to take you from point A to point B in New York City.

## COMMUNICATIONS

- On UN premises mobile phone reception is sometimes limited.
- Wifi network name: UNHQGUEST
- Password: No password required

## CONTACT INFORMATION

For all communications related to the Summit and its events, please contact: [climateactions summitregister@un.org](mailto:climateactions summitregister@un.org) or contact your respective track lead.

## PLEASE NOTE

**No banners, signs, placards or posters will be permitted within United Nations premises, and distribution of flyers will also not be allowed. Demonstrations of any kind -- whether inside the United Nations headquarters or in the periphery -- will not be permitted under any circumstances by UN Security.**