

PRACTICAL INFORMATION

REGISTRATION AND ACTIVATION OF BADGES

Speakers of Parliament and their entourages will receive a digital badge valid for the Sixth World Conference of Speakers of Parliament (6WCSP), organized by the Inter-Parliamentary Union (IPU) in collaboration with the United Nations. They should register via the UN Indico portal:

<https://indico.un.org/event/1017522>

In addition to the Indico registration, an official letter confirming the composition of the delegation should be sent to postbox@ipu.org, containing the following information:

1. Name of the Speaker(s) of Parliament or the Head of Delegation;
2. Name(s) and functions of delegates accompanying the Speaker of Parliament or the Head of Delegation;
3. Name of security officer, if any;
4. Name(s) and details of any journalists accompanying the Speaker of Parliament, if any;
5. Name of the driver; and
6. Details of the vehicle (type and number plates).

Geneva-based Permanent Missions may activate the digital badges for their delegations in advance at the Pass and Identification Unit in Geneva located at Pregny Gate.

Tel: + 41 (0) 22 917 50 02

Fax: + 41 (0) 22 917 04 94

Email: identification.security-unog@un.org

Permanent Missions will be able to activate digital badges from **Friday, 25 July between 08:00 and 17:00 at the Pregny Pavilion** until the end of the Conference. They should bring a copy of the official letter sent to the IPU Secretariat or a copy of the digital badge for each delegate registered on Indico.

Only the badge of the Head of Delegation will be printed at the Mission's request.

Delegations without a Permanent Mission in Geneva will be able to activate their badges at the Pregny Pavilion upon presentation of the digital badge (sent by email) with an official ID document (passport).

Please note that the badges are sent in PDF format and may be printed, should a mobile device not be available.

ACCESS

GENERAL INFORMATION ON ACCESS

Please allow for sufficient time for security procedures upon entry, which given the volume of vehicles that will be entering may take a longer period of time than would normally be expected. Participants are kindly asked to take this into account when planning their arrival.

Pedestrian access

Pedestrian access can be gained via the Pregny Gate (08:00 - 18:00) or via the Peace Gate (08:00 - 18:00).

Please note that for the Peace Gate, access is reserved exclusively for Conference participants exempt from x-ray screening controls.

Please note that, for any badge-related issues, Pass and ID facilities can be accessed at the Pregny pavilion only (08:00 - 17:00).

On arrival at the Pregny Pavilion, participants are invited to follow the instructions displayed on the screens above the access doors, as well as instructions that will be provided by Security Officers for passage through security screening. The Security and Safety Service reserves the right to extend this level of control to delegates if needed.

In case of special accessibility needs, participants are invited to contact the Security and Safety Service well in advance to allow for the identification of the most suitable solutions (email to: controlcenter.security-unog@un.org).

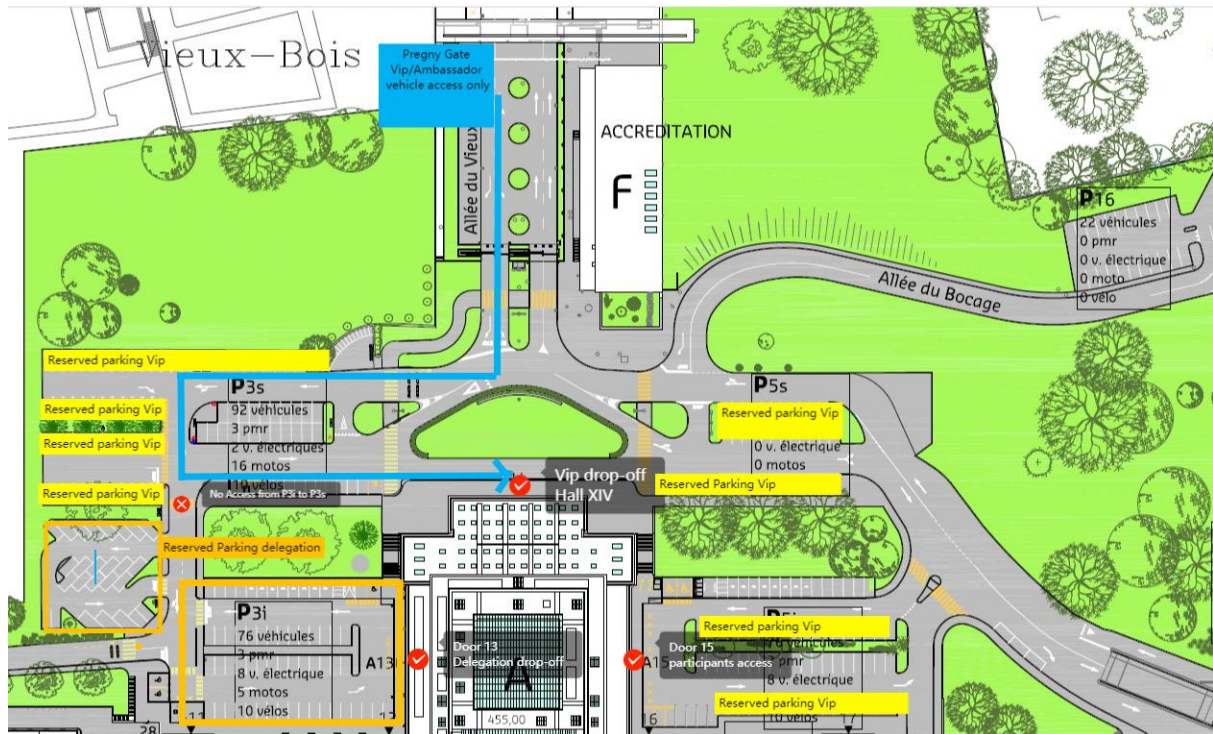
Vehicle access

The Conference will take place in the Assembly Hall of Building A at the Palais des Nations. Access to the venue will be organized through three specific entry points:

- Hall XIV (Door 14) entry is reserved exclusively for the drop-off of VVIPs, VIPs, Heads of Delegations and Ambassadors;
- Door 13 – Delegation drop-off – Vehicle access through the Chemin de Fer Gate for all delegations without a VVIP vignette (sticker).
- Door 15 – Access for participants arriving on foot.

One special vehicle vignette (sticker) (i.e. VIP) will be provided for the Heads of Delegations (two in the case of bicameral parliaments) attending the IPU Conference. Vehicles bearing the VIP vignette (sticker) can park in the dedicated parking spaces adjacent to Hall XIV. Parking area P-10 will remain available for the parking of diplomatic mission vehicles that do not hold the VIP vignette (sticker).





All requests for VIP vignettes (stickers) should be sent to: identification.security-unog@un.org with the information below:

- Vehicle: Model, type of vehicle, colour and plate number
- Driver: Copy of the ID document and photo of the driver (passport format)

PARKING

Parking areas P-3 and P-5 (lower and upper) are reserved for VVIP parking. Please see parking locations highlighted in yellow on the plan above.

For vehicles entering through the Chemin de Fer Gate the reserved parking is P-3 lower (see parking highlighted in orange on the plan above).

Please note that parking area P-10 will be closed for the duration of the 6WCSP and that Permanent Missions will only be able to access the underground levels of P-10.

SECURITY OFFICERS

Any Permanent Mission wishing to have national security officers accompanying the Head of Delegation is invited to address an official request to the Chief of Security at UNOG (officeofthechief.security-unog@un.org), including all relevant information and details relating thereto.

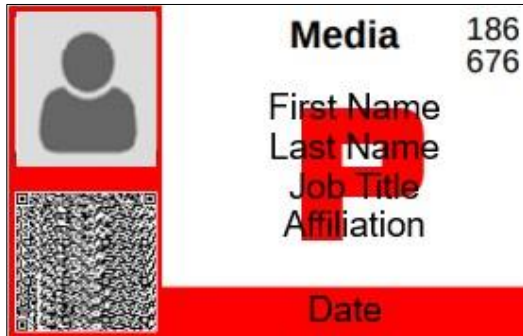
Upon validation by the Chief of Security at UNOG a special security badge will be provided accordingly.

PRESS

Official media representatives are holders of a red badge and submitted to x-ray screening control.

Therefore, official media representatives are invited to access the Palais as pedestrians via Pregny Pavilion.

Please note that access by the holders of red badges on board vehicles (irrespective of their vignette) will not be permitted.



Therefore, it is recommended that official media representatives who need to be positioned in the Palais ahead of the arrival of their delegation's motorcade go through access security procedures well in advance.

Important notes

- Please note that, with the exception of convoys under escort of Host Country Police authorities, the occupants of all vehicles entering the Palais des Nations will be subject to normal access control procedures, and specifically the scanning of the digital badges. This is also applicable to vehicles displaying the VIP vignettes.
- Participants should ensure that digital badges have already been activated at the Pass and ID booths at the Pregny Pavilion before seeking entry to the Palais des Nations by vehicle. Please be ready to present your badge to the Security Officer at the access points when accessing the Palais des Nations. Badges can be checked (scanned) while displayed on mobile devices or in printed format.
- Access for holders of red badges will be exclusively via the Pregny (pedestrian) entrance as all holders of red badges are submitted to x-ray security control. Please note that any holders of a red badge onboard an official vehicle (with or without a VIP vignette) will be invited to disembark the vehicle and gain entry via x-ray security control at the access point at Pregny Pavilion.
- Please note that not being in possession of an activated badge leads to additional security checks and thereby longer than usual waiting times.