



UNHCR

United Nations High Commissioner for Refugees
Haut Commissariat des Nations Unies pour les réfugiés

High Commissioner's Dialogue on Protection Challenges "Towards a global compact on refugees"

12-13 December 2017
Palais des Nations, Geneva

LOGISTICAL NOTE

I. OVERVIEW

1. In line with UNHCR's roadmap for the global compact on refugees, this year's Dialogue will bring together the actions, good practices and lessons learned from the five thematic discussions held in Geneva in 2017, other meetings that have taken place around the world and the early application of the comprehensive refugee response framework (CRRF). The roadmap and background information may be found on www.unhcr.org/refugeecom pact.
2. The Dialogue will include a mix of plenary sessions, thematic sessions and round tables aimed at further identifying and refining concrete proposals that could be incorporated in the compact's "programme of action". The outcomes of the discussions will help inform the draft text of the global compact on refugees, on which formal consultations will commence in 2018.
3. Summaries of the thematic sessions will be prepared after the Dialogue and made available on www.unhcr.org/hc-dialogue2017. Points raised and conclusions drawn will not be attributed to any specific speaker or delegation.
4. The estimated schedule and other documentation relating to the Dialogue are available on www.unhcr.org/hc-dialogue2017. Please visit the webpage regularly for updates.

II. ORGANIZATIONAL MATTERS

5. The discussions are intended to be informal and interactive. States and other partners who wish to submit formal statements are encouraged to contact UNHCR to have them posted online rather than delivering them during the discussions. Contributions are welcome both before and after the Dialogue. Written contributions can be sent to refugeecom pact@unhcr.org. Guidance on submitting such a contribution is available from www.unhcr.org/writtencontributions.

6. There will not be a formal list of speakers for any of the sessions. Due to the limited time available and in order to ensure that everyone has an opportunity to speak, participants will be asked to limit their interventions to two minutes or less. This will also help ensure that the discussion is more focused and dynamic. Please note that time may be reduced according to the number of speakers.

7. States and other partners are kindly asked to limit the size of their respective delegations, as seating in the conference rooms will be tight. States will be allocated one seat at the table and one seat behind for the plenary sessions in room XVII. Seating for other participants will be arranged according to capacity. A reserved microphone will be made available for any participant without a seat at a desk. Seating in all other conference rooms will be *à la carte*, with delegations allocated one seat each on a "first come, first served" basis.

Interpretation

8. For the opening and closing plenary sessions in room XVII, interpretation will be provided in all six United Nations languages. Interpretation in a mix of languages will be provided for all other sessions, as indicated in the schedule.

III. REGISTRATION

9. The deadline for registration is Tuesday, 5 December 2017. Please note that registration must be done using the new Indico system, which has been put in place by the United Nations Office at Geneva (UNOG). An Indico registration form must be filled out for each individual participant using the following link: <http://req.unog.ch/e/hc-dialogue2017>. Please note that the same email address cannot be used for multiple registration forms.

10. A note verbale/letter of accreditation, providing the names and titles of all delegation members in order of seniority, must be attached to each participant's form online.

11. Participants are reminded to please take care when completing their Indico registration form as the details provided will be used by UNOG to authorize visitor's badges. We have been advised that failure to complete an Indico registration form correctly, including submitting a passport-type photo, may result in delays with badge collection and entry to the Palais des Nations.

12. Upon completion of the Indico registration form, participants will be provided with a QR code. Participants who do not already possess a UNOG identification badge must provide this code to the UNOG Pass and Identification Unit at the Pregny Gate entrance.

13. For Permanent Missions arranging entry to the Palais des Nations for participants coming from capital, we have been informed that the badges may be available for collection as of Friday, 8 December in the afternoon. However, the Permanent Missions are advised to confirm this with the UNOG Pass and Identification Unit closer to the date. All other visitor's badges will be available for collection from the UNOG Pass and Identification Unit at the Pregny Gate entrance as of 2 p.m. on Monday, 11 December 2017.

14. Those already in possession of a UNOG grounds pass should also register for the Dialogue on Indico, as the system is now being used to generate the list of participants for the meeting and nameplates for the conference room.

15. For assistance registering for the Dialogue, non-governmental organizations should contact UNHCR's Partnership Section (partnership@unhcr.org). States and all other participants should contact the UNHCR Dialogue Secretariat (hqsecdpc@unhcr.org).

IV. MISCELLANEOUS INFORMATION

Visas and accommodation

16. The UNHCR Secretariat is not responsible for visa arrangements. Participants who require a visa to enter Switzerland are responsible for obtaining one prior to departing for Geneva.

17. The Secretariat is not in a position to make accommodation arrangements. Should delegations require assistance with accommodation, general information is available from the Geneva Tourism Office (<https://www.geneve.com/>).

Health advisory

18. Participants attending the Dialogue are encouraged to bring proof of health insurance with international coverage for use in the event that medical care is required during their stay in Switzerland.

Venue

19. The Dialogue will take place at the Palais des Nations. A visitor's guide and map of the Palais des Nations are available from: <http://bit.ly/1r1ib83>. For reference, UNHCR is located near the Palais des Nations at 94, rue de Montbrillant.

Transportation

20. Taxis are available from outside the arrivals hall at Geneva Airport; the fare to the Palais des Nations is approximately 30 Swiss francs.

21. Bus no. 5 travels directly from the airport to the Palais des Nations. Free public transport tickets are available upon arrival in the luggage collection area at the airport.

22. The train station at Geneva Airport is located on the same level as the arrivals hall. All trains stop at Geneva's main station, Cornavin. The Place des Nations can then be reached by taking tram no. 15.