

Second regular session of the WFP Executive Board

18–21 November 2019

Supplementary information for participants

In addition to the Information for Participants and the Provisional Timetable, both of which are available on the Executive Board Document Website (<https://executiveboard.wfp.org/meetings-documents>), the Board Secretariat is pleased to share the supplementary information below. Concept notes and invitations for the side-events are available under the “Supplementary information” tab at the following link of the Executive Board website: <https://executiveboard.wfp.org/meeting/517>.

Schedule of events taking place on the margins of the Board formal meetings

MONDAY, 18 NOVEMBER	TIME	VENUE
<i>Regional Bureau for West Africa – Consultation with Permanent Representatives from the region</i>	8:30-9:45	6R00
Regional Bureau for West Africa launch and ribbon-cutting ceremony for the photographic exhibition: WFP and Partners Operationalizing Integrated Resilience Packages in the Sahel: Progress, Challenges and Opportunities	13:15-13:25	Seed to Feed Area
<i>Regional Bureau for Middle East, North Africa, Central Asia and Eastern Europe – Consultation with Permanent Representatives from the region</i>	13:15-14:45	6R00
Switzerland and WFP Emergencies Division side event: Visualizing emergencies: featuring the work of Geospatial Support Unit and Geographical Information Systems (GIS)	13:25–14:45	Aula I Aula Delegatis
Cultural event and reception hosted by the Permanent Representation of the People’s Republic of China to celebrate the 2019 Second Regular Session of the Executive Board	From 19:00 (upon close of Board session)	Auditorium and Gazebo (for the reception)
TUESDAY, 19 NOVEMBER	TIME	VENUE
<i>Regional Bureau for Southern Africa – Consultation with Permanent Representatives from the region</i>	8:30-9:45	6R00
<i>Regional Bureau for East Africa – Consultation with Permanent Representatives from the region</i>	8:30-9:45	6Y08
Netherlands and Private Partnerships and Fundraising Division side event Partnering for Impact: the WFP – DSM Story	8:30–9:45	Aula I Aula Delegatis
Regional Bureau for West Africa side event: WFP and Partners Operationalizing Integrated Resilience Packages in the Sahel: Progress, Challenges and Opportunities	13:15–14:45	Auditorium
<i>Regional Bureau for Latin America and the Caribbean – Consultation with Permanent Representatives from the region</i>	13:15-14:45 (TBC)	6R00
WEDNESDAY, 20 NOVEMBER	TIME	VENUE
Nutrition Division side event: Improving Diets and Nutrition in Niger and Mali	8:30-9:45	Aula I Aula Delegatis
WFP, African Union, Canada and Russian Federation side event on school feeding: Moving forward in partnership: Promoting an integrated school health and nutrition package	13:15–14:45	Auditorium



THURSDAY, 21 NOVEMBER	TIME	VENUE
Luxembourg side event, with the support of Mozambique, the Nippon Electric Company (NEC) Corporation and the WFP Technology Division: Data Responsibility in Humanitarian Action in the Digital Era	8:30–9:45	Aula I Aula Delegatis
<i>Regional Bureau for Asia and the Pacific – Consultation with Permanent Representatives from the region</i>	13:15-14:45	6R00
Regional Bureau for Southern Africa and Zimbabwe Country Office side event: Zimbabwe: Scaling Up the Triple Nexus in the Wake of an Unprecedented Humanitarian Response	13:30–14:30	Aula I Aula Delegatis
EXHIBITIONS	TIME	VENUE
Regional Bureau for West Africa photographic exhibition: WFP and Partners Operationalizing Integrated Resilience Packages in the Sahel: Progress, Challenges and Opportunities	Throughout week	Seed to Feed Area
Private Partnerships and Fundraising Division exhibition: Partnering for Impact: The Private Sector's Role in Reaching Sustainable Development Goal (SDG) 2	Throughout week	Red Tower Exhibition Area and ex-Commissary
DEMO SPACE	TIME	VENUE
Canada and Policy and Programme Division demo on the multi-year Rome-based agency (RBA) resilience initiative in Niger, Somalia, and the Democratic Republic of the Congo	From Tuesday, 19 November	Forum A
Technology Division Emergency Preparedness and Response demo on WFP's joint response in Mozambique		
Management Services Division demo on the Humanitarian Booking Hub		

E-nameplates system


The e-nameplates system has been implemented as of 1 September 2017, thanks to the support of the Government of Italy towards the Landmark HQ renovation project.

You will find at your seat the system logged and ready to use.

This system allows for a delegate to book in advance when she or he wishes to speak by pressing the respective microphone button; the light turns **green** and delegates are automatically inserted into the list of speakers, visible to the President and the Secretary.

The below "Steps for Delegates" is an easy guide on how to use the new e-system.

Steps for Delegates

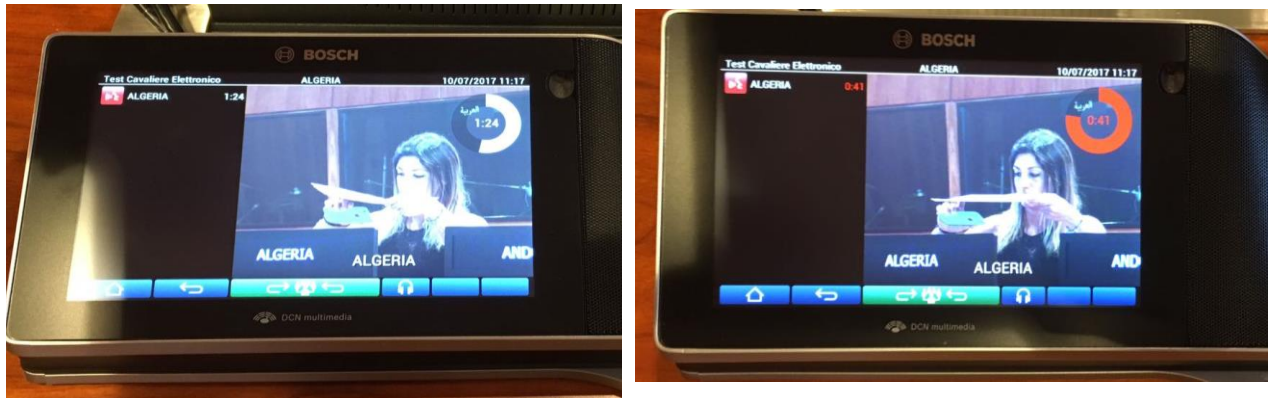


To ask for the floor:

- Press the microphone button, the light turns **Green**, you are on the list of speakers
- When you are given the floor the microphone will switch on automatically, with a **red** light as usual
- Please switch off microphone when finished as normal procedure by pressing the microphone button again



The e-system also has a timer system. The photographs below show how the timer will look once the microphone has been opened. For the delegate who takes the floor, there is a circle at the top right of the screen with the pre-allotted time. When there is **one-minute remaining**, it will turn **red** and both the microphone and the button **will flash red**. Once the allotted time runs out, the microphone will automatically switch off. The automatic switch off was requested by the Bureau at its 12 July 2017 meeting.



The video microphone system, which was first piloted in January 2017, thanks again to the support of the Government of Italy towards the Landmark HQ renovation project, has a touch screen that allows a delegate to select language and volume, view speakers and speak comfortably from the seat without shifting position due to the wide-range microphone. The photograph below highlights features including a clock in the upper right corner to help keep track of the time:

