

برنامج  
الأغذية  
العالمي



Programme  
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Mondial

World  
Food  
Programme

Programa  
Mundial  
de Alimentos

**Executive Board  
Second Regular Session**

**Rome, 22 - 24 May 1996**

# **INFORMATION FOR PARTICIPANTS**

## **SECOND REGULAR SESSION OF THE EXECUTIVE BOARD**

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## Venue

1. The Second Regular Session of the Executive Board will take place from 22 to 24 May 1996 at WFP Headquarters, Via Cristoforo Colombo 426, Rome.

## Registration and building passes

2. Delegates should register before the commencement of the meeting at the registration desk located on the ground floor south side of the building (in front of the newsstand).
3. All delegates who have registered will be issued building passes, which should be worn at all times. Permanent Representatives and other accredited members of the Permanent Representations who already possess such building passes should, nevertheless, register to ensure that their participation be appropriately reflected in the list of participants.

## Documents distribution

4. Documents may be requested from a messenger in the meeting room or at the documents distribution desk, on the first floor, adjacent to the entrance to the Executive Board Room. Each delegation has a pigeonhole where documents issued during the session will be available.
5. Delegates requiring information not included in this paper should address questions to the staff at the documents distribution desk.

## Lounge and cloakroom

6. The delegates' lounge and bar are located opposite the Executive Board Room, on the first floor of the building. The bar will be open from 9.00 hours until the adjournment of the meeting.
7. The cloakroom is located directly opposite the documents distribution desk.
8. There are a cafeteria and a bar on the ground floor of the WFP Headquarters building. The bar will be open from 07.30 to 16.45 hours. The cafeteria is open from 12.00 to 14.30 hours.

## Car parking facilities

9. One parking space will be available at WFP Headquarters during the session for each member delegation to the Executive Board. Parking permits will be provided to entitled delegations by mail in advance of the meeting. Permits should be displayed on the windscreens of cars using the reserved spaces.



## Banking and Post Office facilities

10. A branch of the Banca Commerciale Italiana, the post office and a newsstand are located at the south corridor of the building. Services are available as per the following schedule:

Bank	08.40 - 13.45 and 14.45 - 16.00 hours
Post Office	08.25 - 13.50 hours
Newsstand	07.30 - 17.00 hours

## Travel facilities

11. A travel office (SUMMERTIME) is open from 8.45 to 12.45 and from 14.00 to 17.00 hours. Information on the location of the travel office will be displayed at the documents distribution desk.

## Telephones

12. Public telephones, from which local and international calls may be made using coins or telephone cards, are located in the lounge on the first floor and at the south entrance to the building on the ground floor. It would be appreciated if delegates refrain from using the telephones situated on the documents distribution desk, as this blocks incoming calls for delegations, and delays information regarding documentation.

