

برنامج
الأغذية
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Programme
Alimentaire
Mondial

World
Food
Programme

Programa
Mundial
de Alimentos

**Executive Board
First Session (Regular)**

Rome, 22 January 1996

INFORMATION FOR PARTICIPANTS

FIRST REGULAR SESSION OF THE EXECUTIVE BOARD

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This document is produced in a limited number of copies. Delegates and observers are kindly requested to bring it to the meetings and to refrain from asking for additional copies.

Venue

1. The First Session of the Executive Board (ExB) will take place on 22 January 1996 at WFP Headquarters, Via Cristoforo Colombo 426, Rome. Some of the arrangements indicated below will be of a temporary nature for the conduct of that session, pending the completion of restructuring work of WFP's premises in the area designated specifically for servicing future meetings of the Executive Board.

Registration and building passes

2. Delegates should register before the commencement of the meeting at the registration desk located on the ground floor outside the Boerma Room.
3. All delegates who have registered will be issued building passes, which they are requested to wear 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, opposite the entrance to the Executive Board Room. Each delegation has a pigeonhole where documents issued during the session will be available.

Lounge and cloakroom

5. A delegates' lounge and cloakroom are located opposite the Executive Board Room, on the first floor of the building.

Car parking facilities

6. One parking space for each member country attending the Executive Board session will be available at WFP Headquarters during the session. The supervisor at the reception desk will provide parking permits to entitled delegations wishing to avail themselves of these places. The permits should be displayed on the windscreens of cars using the reserved spaces.

Banking and Post Office facilities

7. 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

8. A travel office (SUMMERTIME) located in Room 118 is open from 8.45 to 12.45 and from 14.00 to 17.00 hours.

Restaurant

9. There are a cafeteria and a bar on the ground floor of the WFP Headquarters building. The bar will be open from 07.30 hours until the adjournment of the meeting. The cafeteria is open from 12.00 to 14.30 hours.

Telephones

10. Public telephones, from which local and international calls may be made using coins or telephone cards, are located outside the south entrance to the bar. Local telephone calls also may be made from the telephone in the delegates' lounge. It would be appreciated if delegates refrain from using the telephones situated on the document desk, as this blocks incoming calls for delegations, and delays information regarding documentation.

Written statements by delegations

11. Those delegations wishing to make statements from written texts are requested to make copies available as early as possible to messengers in the meeting room, who will arrange for copies to be given to the interpreters.

