

برنامج  
الأغذية  
العالمي



Programme  
Alimentaire  
Mondial

World  
Food  
Programme

Programa  
Mundial  
de Alimentos

## Third Regular Session of the Executive Board

Rome, 19 - 22 October 1998

# INFORMATION NOTE

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## INFORMATION FOR PARTICIPANTS

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### Venue

The Third Regular Session of the Executive Board will take place from 19 to 22 October 1998, at WFP Headquarters: Via Cesare Giulio Viola 68 - Parco dei Medici.

### Registration and building passes

Delegates should register at the registration desk in the Entrance Lobby, before the commencement of the session.

Meeting passes will be issued to all registered delegates; these should be worn at all times. All Permanent Representatives and other accredited members of Permanent Representations should register to ensure that their participation is appropriately reflected in the list of participants.

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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.

### **Documents distribution**

1. Documents may be obtained at the documents distribution desk, on the ground floor, adjacent to the entrance to the Executive Board Room, or from a messenger in the meeting room. Each delegation has a pigeonhole assigned to it, where documents issued during the session will be placed.
2. Delegates requiring information not included in this paper should address questions to the staff at the documents distribution desk.

### **Lounge, bar and cafeteria**

3. The delegates' lounge and bar are located on the ground floor of the building. The bar will be open daily from 9.00 hours until the adjournment of the meeting.
4. A cafeteria and a bar are also located on the ground floor of the WFP Headquarters building, near the entrance. The bar is open from 07.30 to 16.45 hours, and the cafeteria from 12.00 to 14.30 hours.

### **Car parking facilities**

5. One parking space for each delegation to the Executive Board will be available at WFP Headquarters during the session for each delegation to the Executive Board. Parking permits for the calendar year were issued to each delegation member of the Executive Board and dispatched by mail in advance of the First Regular Session of 1998. Permits for all other delegations will be issued upon request.

### **Other services**

Post Office - Ground floor	08.25 - 13.50 hours
Bank (Banca Commerciale Italiana) - First floor, Yellow tower	08.40 - 13.45 and 14.45 - 16.00 hours
Newsstand - Ground floor	07.30 - 17.00 hours

### **Travel facilities**

6. A travel agency (CARLSON WAGONLIT) is located on the first floor of the Yellow Tower, Room 1Y03; its business hours are from 9.00 to 17.00 hours.

### **Telephones**

7. Public telephones, from which local and international calls may be made using coins or telephone cards, are located near the entrance lobby on the ground floor. Telephone cards are on sale at the Post Office and the newsstand. Change for public telephones may be obtained from a money-changing machine located in the public telephone area.



## Transportation

### *WFP-FAO Shuttle Bus*

A morning bus leaves FAO at 7.55 hours and reaches WFP at 8.30 hours. The schedule for the remainder of the day is as follows:

from WFP	from FAO
09:00	09:45
10:30	11:15
12:00	12:45
13:30	14:15
15:00	15:45

The shuttle bus will leave WFP Headquarters for FAO half an hour after the adjournment of the last session.

### *Consortium Shuttle Bus*

A shuttle bus serving the entire Parco de' Medici Consortium is also available. The itinerary and schedule are given below.

Itinerary:

V. Europa (corner of V. Boston); V. Europa (corner of V. Tupini) - only on request; V. Val Fiorita; Metro Magliana, entrance on the Roma-Fiumicino highway in front of Sheraton Hotel (only on request); on the Roma - Fiumicino exit Parco de' Medici; Via Castello della Magliana; Via C. G. Viola (WFP)

Schedule to WFP: 7:30 7:45 8:00 8:15 8:30 8:45 9:00 9:15  
from WFP: 16:30 16:35 16:45 17:00 17:15 17:45 18:00 18:30 19:00

## Restaurants and Hotels

The hotels closest to headquarters, with which WFP has stipulated special rates, are:

Holiday Inn  
Sheraton Golf Club

The restaurants closest to WFP are "L'Angolo", and those of the Holiday Inn and Sheraton Golf Club. They also offer special discounts. Full details of reduced rates may be obtained from the Management Services Division, Room 2B03.

