



**Economic and Social  
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Commission on Science and Technology for Development  
Tenth session  
Geneva, 21–25 May 2007

**INFORMATION FOR PARTICIPANTS**

**1. Opening session**

1. The tenth session of the Commission on Science and Technology for Development (CSTD) will be convened on Monday, 21 May 2007, in room XIX of the Palais des Nations, Geneva. The session will start with an opening ceremony at 10.00 a.m. sharp followed by a ministerial segment. Due to recent security enhancements, participants are advised to arrive on time, especially if they need to retrieve a badge at Pregny Gate (see below).

**2. Working hours**

2. Working hours will be from 10.00 a.m. to 1.00 p.m. and from 3.00 p.m. to 6.00 p.m.

**3. Joint CSTD-GAID event**

3. On 22 May 2007, a joint event will be held between the Commission on Science and Technology for Development and the Global Alliance for ICT and Development (see <http://www.un-gaid.org/>). This joint event will be informal, and will be open also to participants with a “cluster of WSIS-related events 2007” badge.

**4. Participation**

4. The list of members of the Commission is at: <http://www.unctad.org/cstd>

5. Plenary meetings of the CSTD are open to delegates from Governments of non-member States of the CSTD, representatives from intergovernmental organizations and NGOs in consultative status with ECOSOC. Representatives of NGOs and civil society

entities, accredited to the World Summit on the Information Society (WSIS) may participate during the next two sessions of the Commission (tenth and eleventh sessions) on an exceptional basis. Any WSIS-accredited NGO and civil society entity that would like to participate in the work of the CSTD beyond these two sessions should apply for consultative status with ECOSOC. Representatives of business sector entities including the private sector, accredited to WSIS, may participate in the work of the CSTD on an exceptional basis. The list of business sector entities and the modalities of their participation shall be reviewed by ECOSOC in 2010 (resolutions E/2007/L.4 and E/2007/L.5, approved 26 April 2007)

## **5. Pre-registration and badging for the tenth session of the CSTD**

### **(a) Pre-registration**

6. Pre-registration is highly recommended.
7. Members of the Commission are invited to notify the secretariat of the CSTD regarding the composition of their delegations.
8. Geneva-based diplomats with a mission badge, and representatives of NGOs in consultative status with ECOSOC in possession of an identity badge issued by UNOG security services and valid for the duration of the session, shall have unrestricted access to the plenary meetings of the CSTD. If they have not pre-registered, they may be asked when entering the meeting room to fill out a form to complete the "list of participants".
9. All other participants (including participants from Geneva or New-York-based UN agencies without a valid identity badge issued by UNOG Security) are kindly asked to pre-register by sending the registration form to the fax of CSTD secretariat at:

**+41 22 917 01 22.**

### **(b) Badging**

10. Badges can be obtained at Pregny Gate starting from Wednesday 16 May onwards. The badge facilities are open on 16 and 18 May, and from 21 to 25 May, from 8.00 a.m. to 5.00 p.m. As a result of the recently enhanced security measures, all participants will have to apply in person at Pregny Gate to receive a photo-badge and will have to present a valid passport or national ID-card along with the pre-registration document.
11. Special rules shall apply for delegations coming to the opening of the CSTD on 21 May 2007 at the ministerial and higher levels. One-day entourage non-photo badges will be delivered that can be retrieved in advance. Concerned missions will receive special information regarding the facilities for ministerial delegations.
12. Obtaining badges for participants without pre-registration: participants that have not pre-registered, should apply in person at the security entrance at Pregny Gate. Upon the presentation of an identity document and proof of their status as a representative of an

intergovernmental organization, a non-governmental organization (NGO) in consultative status with ECOSOC or another NGO, civil society or business entity accredited to WSIS, a CSTD badge valid for the duration of the tenth session of the CSTD will be issued to them.

13. The CSTD badge will give access to the other events in the “cluster of WSIS-related events”, but not vice-versa (participants with a “cluster of WSIS-related events” badge cannot access the CSTD meetings).

#### **6. Pre-registration and badging for the other events in the cluster of WSIS-related events 2007**

14. The tenth session of the CSTD is a formal ECOSOC meeting, which needs a CSTD badge, that is only issued to entities that fulfil the conditions mentioned in chapter 4 above. All other events mentioned in the cluster of WSIS-related events 2007 at:

<http://www.itu.int/wsis/implementation/cluster2007.html>

are open to all WSIS stakeholders, Governments, intergovernmental organizations, and representatives of NGOs, civil society and business. Regarding civil society and business representatives, their work should be linked to the Information Society. It is presumed that delegates from entities that were accredited to WSIS, or have participated in IGF and GAID meetings, have a link to Information Society issues.

15. In order to participate in the several events of the cluster of WSIS-related events 2007 other than the CSTD (Action Line Facilitation Meetings, joint CSTD-GAID meeting, IGF consultation meeting etc.) a “cluster of WSIS-related events 2007” badge, valid from 14 to 25 May, will be issued by ITU, on behalf of the different event organizers. ITU has opened an electronic pre-registration at:

<http://www.itu.int/cgi-bin/htsh/edrs/ITU-SG/edrs15/edrs.registration.form>

16. The “cluster of WSIS-related events” badge will be issued at the Montbrillant building of ITU (the ITU building faces the Place des Nations, and is on the corner of rue de Varembe and avenue de France. The entrance is on rue de Varembe). This badge will give access to all meetings in ITU or in the Palais des Nations organized in the cluster of events, with the exception of the tenth session of the CSTD.

17. The “cluster of WSIS-related events 2007” badge will also give access to the informal joint CSTD-GAID event on 22 May 2007 mentioned below.

#### **7. Pre-registration and badging for the joint CSTD-GAID event on 22 May 2007**

18. Both the CSTD badge and the “cluster of WSIS-related events” badge will allow access to the joint informal CSTD-GAID event on 22 May in room XIX of the Palais des Nations. Participants coming specifically for the joint CSTD-GAID event who do not fulfil

the criteria for a CSTD badge are kindly requested to register with ITU (see above) for a “cluster of WSIS-related events” badge. The badge will be issued by ITU at the Montbrillant building of ITU as indicated above.

### **8. Oral interventions of WSIS stakeholders other than governments**

19. The modalities for oral interventions of intergovernmental organizations, NGOs, civil society and business entities will be announced by the President at the opening of the session.

### **9. Written inputs to the work of the CSTD on WSIS follow-up**

20. Governments, intergovernmental organizations, NGOs in consultative status with ECOSOC as well as NGOs, civil society and business entities accredited to WSIS may submit written inputs to the Commission. These inputs should be related to the agenda and objectives of the tenth session of the Commission. They can be submitted electronically to [stdev@unctad.org](mailto:stdev@unctad.org). The deadline for submissions is Wednesday, 16 May 2007. Written inputs will be published on the website of the tenth session of the CSTD in the language they are submitted. The secretariat will neither print nor circulate or translate these inputs. See the documents policy (annex) for information regarding physical distribution by the submitting entity.

### **10. Access to the Palais des Nations and to the conference rooms**

21. Only those vehicles with stickers issued by the UNOG Security and Safety Section can access the Palais des Nations. Access to the premises by taxi is prohibited at all times. Therefore taxis will take participants no further than the entrance of the Pregny Gate.

22. Pedestrians will find it most convenient to use the Pregny Gate entrance and doors 40 and 41. Attention is drawn to a circular issued by UNOG which stipulates that, as a general rule, access to the United Nations premises with large luggage (i.e. bigger than carry-on hand-baggage) is not authorized. Pedestrians carrying large luggage will be directed to the Pregny Gate where, after being security cleared, those items will be stored to the extent of the storage space available.

23. Due to the enhanced security measures and the on-going security projects, only valid UNOG staff and Geneva mission badges will be allowed access through the Nations gate (flag gate). Until such time that all work is finalized at the Nations Gate, all other badge categories are required to use the Pregny Entrance which is considered to be the primary entrance to UNOG premises.

24. A map of the Palais des Nations is available at:

<http://www.unece.org/meetings/map.pdf>

25. Room XIX is situated in the E-Building (the Annex), through the Gate 40 Entrance, one floor up (third floor) from the Gate 40 entrance level. Rooms XXIII, XXVI and XXVII, where other events of the cluster of WSIS-related events take place, are in the same building, Gate 40 entrance and are located one floor down (first floor) from the Gate 40 entrance level.

### **11. IT issues**

26. To facilitate the work of the participants, the CSTD secretariat intends to create a cyber-corner next to room XIX from 21 to 25 May. For courtesy reasons, each participant is kindly requested to limit the use of the computer to 15 minutes per use. Cooperation in respecting these rules will be appreciated. In addition, some PCs are available for CSTD participants in the UNCTAD library in room E-3071.

27. Wireless internet is available in the plenary room and its immediate surroundings for participants who have laptops and cards for wireless access. Please make sure that you carry an adapter for Swiss plugs with you. Swiss plugs are described on the website at

<http://www.kropla.com/electric.htm>

as type J. Type C plugs can also be used.

### **12. Cloakroom facility**

28. An unattended cloakroom and coat racks will be found in close proximity to all conference rooms. However, the United Nations can assume no responsibility for the loss or damage to any articles deposited there. Please note that large luggage and suitcases will not be allowed inside the premises of the Palais des Nations.

### **13. Hotel room reservations**

29. Participants are expected to make their own accommodation arrangements. A list of hotels in Geneva and the surrounding area that accord special rates to participants of UN meetings is available at:

[http://www.unece.org/meetings/Hotels\\_pref.pdf](http://www.unece.org/meetings/Hotels_pref.pdf)

30. A list of budget hotels and foyers is available from CONGO at:

[http://www.ngocongo.org/files/ga\\_lodging\\_in\\_geneva.doc](http://www.ngocongo.org/files/ga_lodging_in_geneva.doc)

### **14. Climate**

31. The climate in Geneva in May is moderate, with daytime temperatures averaging 15°C (daytime temperatures may vary between 10°C and 25°C).

### **15. Electrical appliances**

32. The electrical current in Switzerland is 220 V/50 Hz. Swiss plugs are described on the website of <http://www.kropla.com/electric.htm> as type J. Type C plugs can also be used.

### **16. Public transport and taxi**

33. The Palais des Nations is served by several tram and bus lines. From the Cornavin train station, the most convenient transport is by Bus 8 (direction OMS), which serves Pregny Gate where the Pass and Identification Unit of UNOG is located (Appia stop). Buses 28, F, V and Z also serve the Appia stop.

34. Trams number 13 and 15, as well as buses 5, 11 and 14, serve the Place des Nations, from where participants will have to walk some 500 metres up the Avenue de la Paix to Pregny Gate. As a consequence of enhanced security measures, Flag Gate (Nations Gate) is reserved for UNOG and mission staff only. Further information such as itineraries, timetables, fares, etc. is available on the site of the Transports publics genevois at:

<http://www.tpg.ch/>

35. A taxi stand is located on route de Pregny, some 25 metres from the Pregny Gate, direction Place des Nations. Taxis are usually available round the clock. The following direct telephone number will ensure arrival within minutes: **022 33 141 33**.

### **17. Travel agency**

36. The Carlson Wagonlit travel agency has two offices, one on the ground floor in the lobby of the Council Building (door 6, ext. 72850) and the other in the entrance hall of the E-Building (second floor, door 40, ext. 74621). Opening hours Monday to Friday are 8.00 a.m. to 4.30 p.m.

### **18. Banking**

37. Two UBS banks are located in the Palais des Nations: (1) at door 6, building S: open from Monday to Friday 8.30 a.m. to 4.30 p.m.; (2) door 41, building E, open from 8.30 a.m. to 12.30 p.m. and 1.30 p.m. to 4.30 p.m.

### **19. Post Office**

38. The post office is located at door 6, building S. Only UN stamps may be used there. Opening hours: 8.30 a.m. to 5.00 p.m.

## 20. Cafés and restaurants

39. The restaurant on the 8th floor of the Assembly Building serves hot meals from 11.45 a.m. to 2.30 p.m., Monday to Friday.
40. The cafeteria, on the ground floor of the Assembly building is open Monday to Friday from 8.15 a.m. to 4.45 p.m. Lunch is served from 11.30 a.m. to 2.00 p.m.
41. The Press bar on the ground floor of the Council Building is open Monday to Friday from 8.30 a.m. to 6.30 p.m.
42. The “Bar Serpent” in the Conference room area of the E-Building is open from 9.00 a.m. to 5.30 p.m.
43. The Delegate’s Lounge on the 3rd floor of the Assembly building (Room VI) is open from 8.30 a.m. to 4.45 p.m.

## 21. First Aid

44. **In case of emergency dial extension 112.** Otherwise, first aid is available at the Infirmerie as follows: Secretariat building: room No. 016 (basement), door 2, ext. 72807. Opening hours are from 8.00 a.m. to 5.00 p.m.

## **Annex**

### **DOCUMENT POLICY**

#### **A. Official documents**

1. Official documents for the tenth session of the CSTD are made available in the six official UN languages: Arabic, Chinese, English, French, Russian and Spanish. Administrative documents are made available in English only. A set of official documents for all participants will be made available in the meeting room(s). All official and administrative documents for the tenth session of the CSTD will be posted on the CSTD website at:

<http://www.unctad.org/Templates/Meeting.asp?intItemID=4066&lang=1>

2. During the meeting, working documents may be established for negotiation purpose. Such documents will be made available in the meeting rooms in English only. Only official and administrative documents can be distributed in the meeting rooms.

#### **B. Contributions**

3. Written inputs to tenth session of the CSTD will be made available on the CSTD website at

<http://www.unctad.org/Templates/Meeting.asp?intItemID=4066&lang=1>

in the language in which they were submitted. They can be submitted as an electronic file to [stdev@unctad.org](mailto:stdev@unctad.org) (see Information for participants, chapter 9). If a Government, an intergovernmental organization, an NGO in consultative status with ECOSOC or a NGO, civil society or business entity accredited to WSIS would like to make hardcopies of their electronic contribution available to the participants, such hardcopies can be put on the tables located near the entrance to the plenary room.

#### **C. Information documents**

4. If a Government, an intergovernmental organization or an NGO in consultative status with ECOSOC would like to make available to the participants documents other than contributions, such documents can be put on the tables located near the entrance of the plenary room. Such information documents must be directly and explicitly relevant to the CSTD's agenda and objectives of the session and should be clearly marked with the logo (or name and address) of the submitting entity. The CSTD secretariat is managing these tables and reserves the right to remove any documents which do not fulfil the above-mentioned criteria or who are not compatible with ECOSOC resolution 1996/31.

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