

High-Level Pledging Event for the Humanitarian Crisis in Yemen

Co-hosted by Switzerland and Sweden

Tuesday 25 April 2017, Geneva, Switzerland

10:00 – 17:00

Room XX, Palais des Nations

Additional information for participants

Registration

All participants are required to register in advance of the event, including all Permanent Missions and Permanent Observer Offices to the United Nations Office at Geneva with a valid badge. The registration form is available at the following link: www.unocha.org/yemen/2017pledgingevent. A registration form should be completed for each delegation member.

Meeting venue

The venue for the event has changed from Conference Room XIX to **Conference Room XX**, located in building E, door 40, level 3. Participants are advised to use Door 40 to access the building.

Accreditation

UNOG badges will grant access to the meeting room. Identification badges will be issued for delegates not yet accredited by the Pass and Identification Unit of the UNOG Security and Safety Section.

A representative may collect badges on behalf of all members of their delegation **as of 14:00 on Monday, 24 April 2017** at the UNOG Identification counter, situated at the Pregny Gate entrance. To collect the entry badges, registered participants (or their representative) will be asked to present a valid identity document.

For security reasons, the badge must be worn visibly at all times.

On the day of the event, a dedicated line will be installed at Pregny Gate for participants. Nevertheless, participants are encouraged to arrive early to facilitate passage through the security controls.

Seating arrangements for the plenary

Due to seating limits in Conference Room XX, the seating arrangements have been adjusted as follows: one seat at the desk for the Head of Delegation and one seat directly behind per delegation.

Other delegation members may be seated in identified areas towards the back of the room and at the gallery, on the left-hand side of the room. There is no limit to the number of delegations as previously communicated.

Event organizers will be present in the meeting room to help you locate your seats.

Order of speakers

Delegations wishing to make a statement and/or pledge are kindly requested to submit the completed *Statement and Pledge* form available at www.unocha.org/yemen/2017pledgingevent to rmss-ocha@un.org and thompson8@un.org, with a copy to ocha-oasg-logistics-yemen2017@un.org.

The speaking order for all Member States is in line with established UN protocol, with the exception of several pre-arranged thematic interventions, which will be reflected on the updated programme and posted online on 24 April. Please note that the deadline to enlist for a statement was 18 April. The speakers list is therefore closed, with the exception of those Delegates wishing to make a pledge.

Delegates are kindly requested to limit their statements to **three minutes**.

Provisional programme

The provisional programme is attached, for your information, and is also available at <http://www.unocha.org/yemen/2017pledgingevent>. Participants are highly encouraged to check for updates up until 24 April.

Interpretation

Simultaneous interpretation will be provided in all six official languages of the United Nations (i.e. **Arabic, Chinese, English, French, Russian and Spanish**) during the plenary.

Secretarial services

The event Secretariat does not provide typing or secretarial services for members of delegations.

Wireless internet

Wireless internet access will be available in the conference room and immediate surroundings.

Webcast

The event will be live streamed and can be watched on following link: <http://webtv.un.org>.

Further information

Queries regarding the above information should be addressed to: Ms. Cathy Sabety (sabety@un.org) for substantive matters only or Ms. Isabelle Hay (hay@un.org), for administrative/logistics matters.