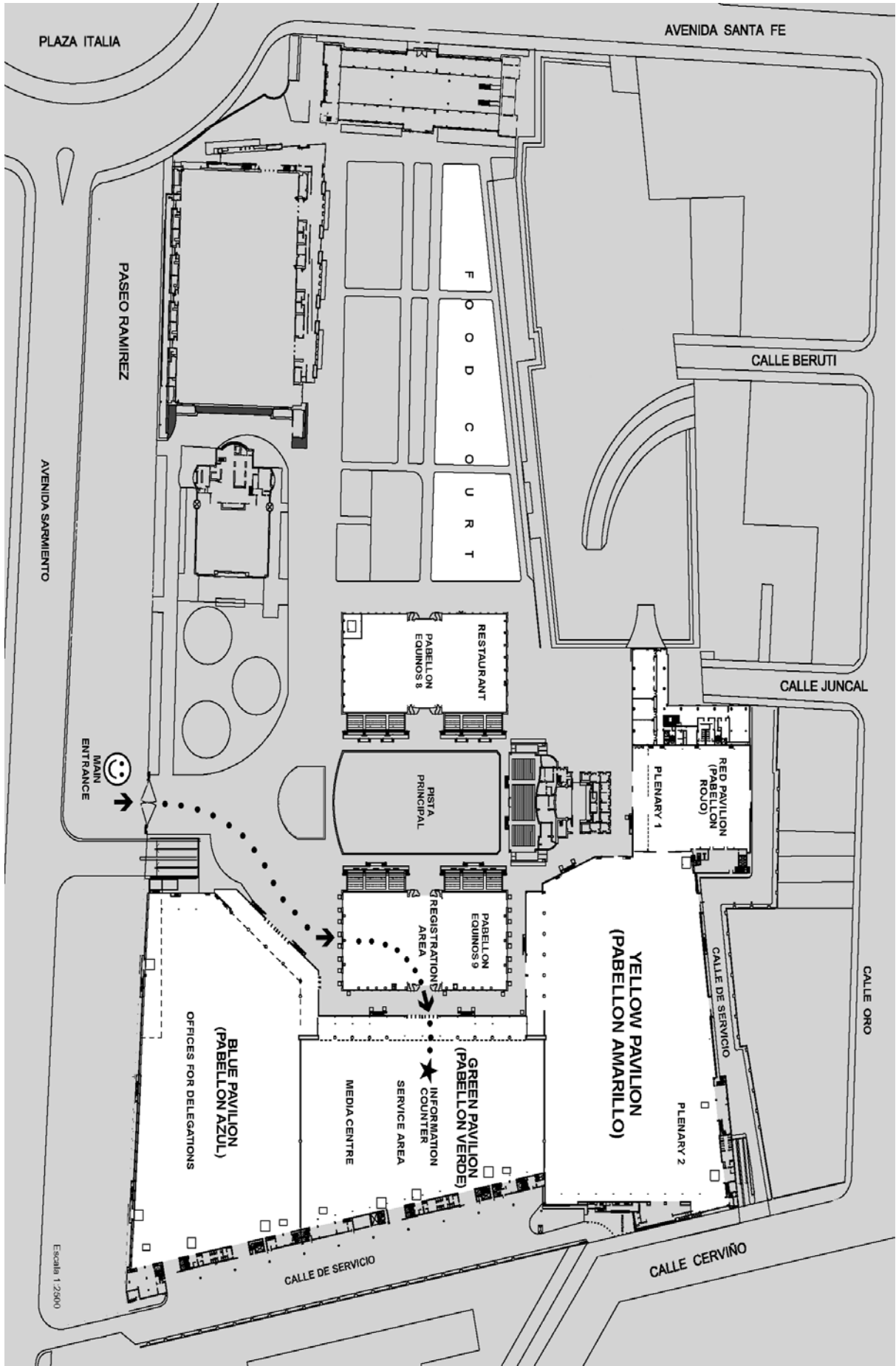
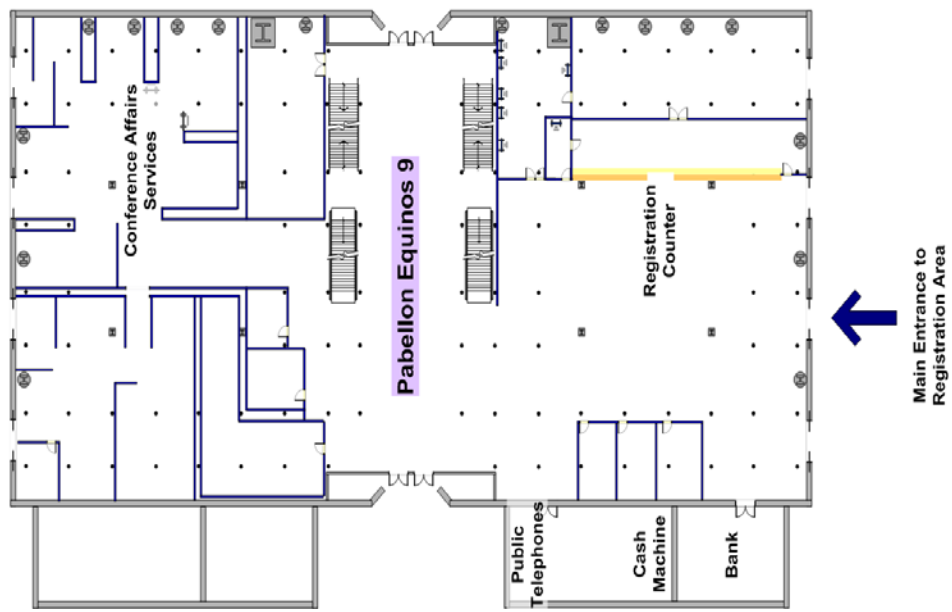
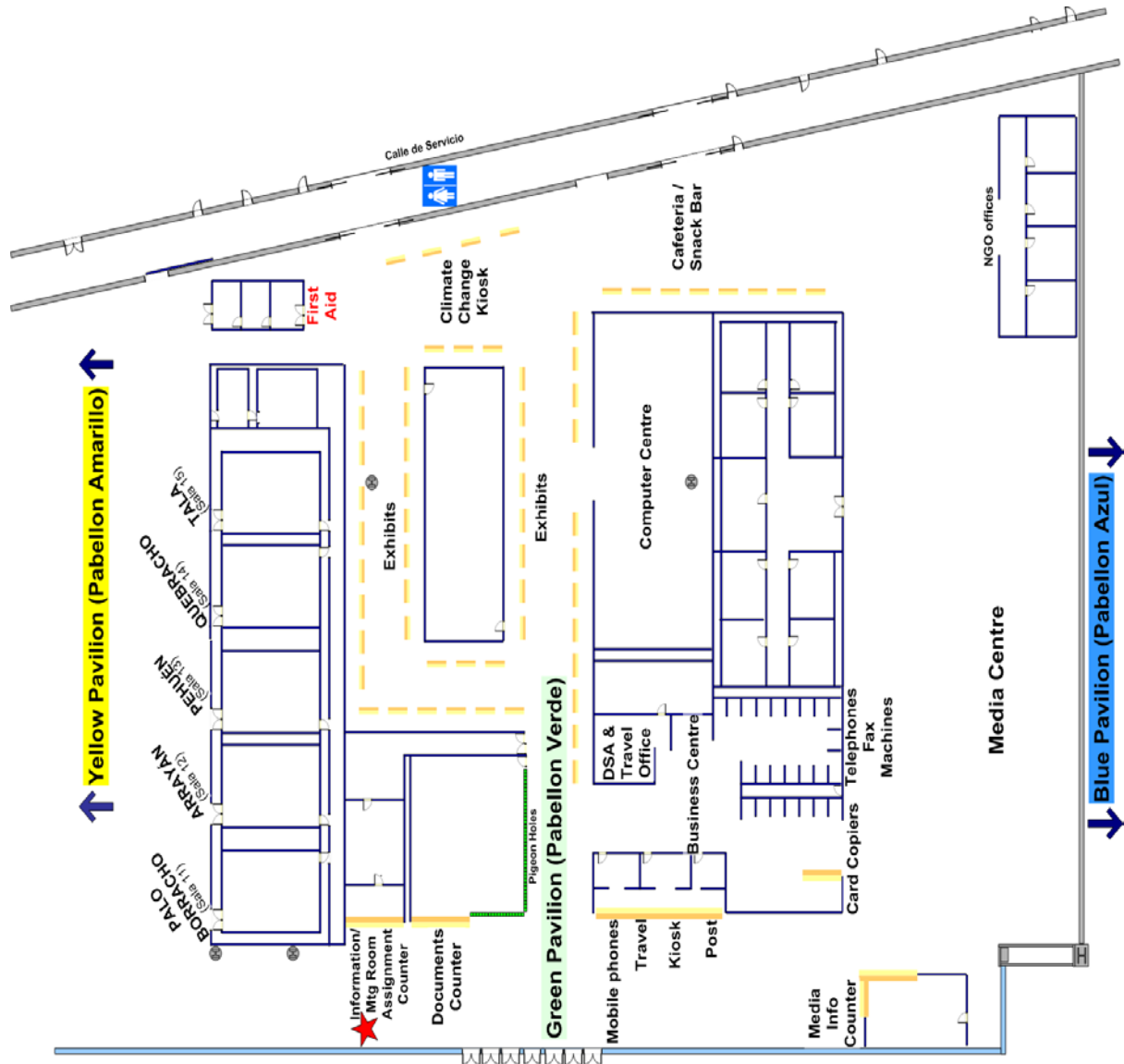


Information for participants

The tenth session of the
Conference of the Parties to the
United Nations Framework Convention
on Climate Change and the twenty-
first sessions of the subsidiary bodies
6–17 December 2004
Buenos Aires, Argentina







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Where do I get general information?

The **Information Counter**, **beside the Documents Counter in the Green Pavilion (Pabellon Verde)** provides information about the conference and the venue.

Hours and contact information

Monday, 6 December – Friday, 17 December
8 a.m. – 7 p.m.

Mr. Carl Rogerson
Tel.: 011 4777 5652

Where do I register to get my badge?

Parties and observers can register and have their photos taken at the **Registration and Press Accreditation Counters** located at the **main entrance of Pabellon Equinos 9**.

Only registered participants wearing badges are allowed access to the conference area.

Badges are issued to representatives of Parties or observer organizations on the basis of a letter of nomination from Parties or Observer organizations. Staff badges from other United Nations bodies, including those in New York, Geneva and Nairobi are recognized.

Press badges are issued to previously accredited press based on the presentation of a valid national press card and two photo identification documents (e.g. passport, driver's licence, national ID card, work identity cards) or a photo press card from the United Nations in New York, Geneva, Vienna or Nairobi. Press badges allow access to all public meetings and sessions unless otherwise indicated for security reasons.

Double registration for the sessions is not permitted (e.g. simultaneously as nominee of a Party and Observer organization, or simultaneously as a Party nominee and press/media representative).

Hours and contact information

Saturday, 4 December – Sunday, 5 December
9 a.m. – 6 p.m.

Monday, 6 December – Friday, 17 December
8 a.m. – 7 p.m.

For Parties, Observer States and Observers
Ms. Hedwig Sandoval
Tel.: 011 4777 5605
Fax: 011 4777 5603

For Media:
Ms. Carrie Assheuer
Tel.: 011 4777 5604
Fax: 011 4777 5603

Enjoy using the UNFCCC lanyard and please keep it for use at your next UNFCCC meeting. If you would like to update your photo on your badge please ask at the registration counter.

Please note that access to the conference area is restricted to registered participants to the meetings. In order to comply with the security requirements of the secretariat, **participants are expected to wear their badges at all times and in all areas**. Lost badges should be reported to the Registration Counter immediately.

Disclaimer: The United Nations and the Convention secretariat disclaim all responsibility for medical, accident and travel insurance, for compensation for death or disability, for loss of or damage to personal property and for any other costs or losses that can be incurred during travel time or the period of participation. In this context, it is strongly recommended to obtain international medical insurance for the period of participation.

Where do I get my DSA?

Delegates from Parties eligible for funding can collect their daily subsistence allowance (DSA) from the **DSA/Travel Office** located **beside the Computer Centre in the Green Pavilion**. You will need your passport or other official identification (photo ID), flight ticket and boarding pass stubs when claiming DSA.

Hours and contact information

Monday, 6 December – Friday, 17 December
8 a.m. – noon and 1 – 5 p.m.

Saturday, 11 December
8 a.m. – noon

(CLOSED on Sunday, 12 December)

DSA Payments
Mr. Steven Moore

Travel
Ms. Karen Milka
Mr. Sascha Strobel

Tel.: 011 4777 5611

Where do I get the Daily Programme and official documents?

The Daily Programme is available at the **Documents Counter, beside the Information Counter in the Green Pavilion** and on the **UNFCCC web site** (<http://www.unfccc.int/cop10/>). The Daily Programme provides detailed information on all scheduled meetings of the Convention bodies, meetings of other groups, side events, and other announcements relevant to the conference.

Information in the Daily Programme is subject to change. For the most recent information regarding meetings and rooms, please check the **CCTV monitors** found inside La Rural. This information can also be found on the **UNFCCC web site**.

In addition to the Daily Programme, all official documents and the list of participants are available at the Documents Counter. UNFCCC documents are also available on the **Internet** (<http://www.unfccc.int/cop10/>) or by **e-mail** upon request to: secretariat@unfccc.int.

Pigeonholes for Parties and intergovernmental organizations (IGOs) are located adjacent to the Documents Counter.

Hours and contact information

Monday, 6 December – Friday, 17 December
8 a.m. – 7 p.m.
Tel.: 011 4777 5653

Where can I distribute documents?

Documents, posters and flyers, clearly attributed to a Party or an admitted organization can be distributed and displayed at the “...inSide Climate Change” **Publications Counter**, located inside the **Green Pavilion, beside the Climate Change Kiosk**. Please provide a sample to the staff at the counter or to the External Relations/NGO Liaison team whose offices are found in Pabellon Equinos 9 and arrange for its display on the “...inSide Climate Change” Publications Counter. The counter cannot manage large volumes but will assist in arranging a rotating range of documents. Organizers of exhibits can display and distribute documents in their own exhibition area.

Contact information

For Parties and Observer States:
Mr. Horacio Peluffo
Tel.: 011 4777 5625

For observer organizations:
Ms. Barbara Black
Tel.: 011 4777 5626

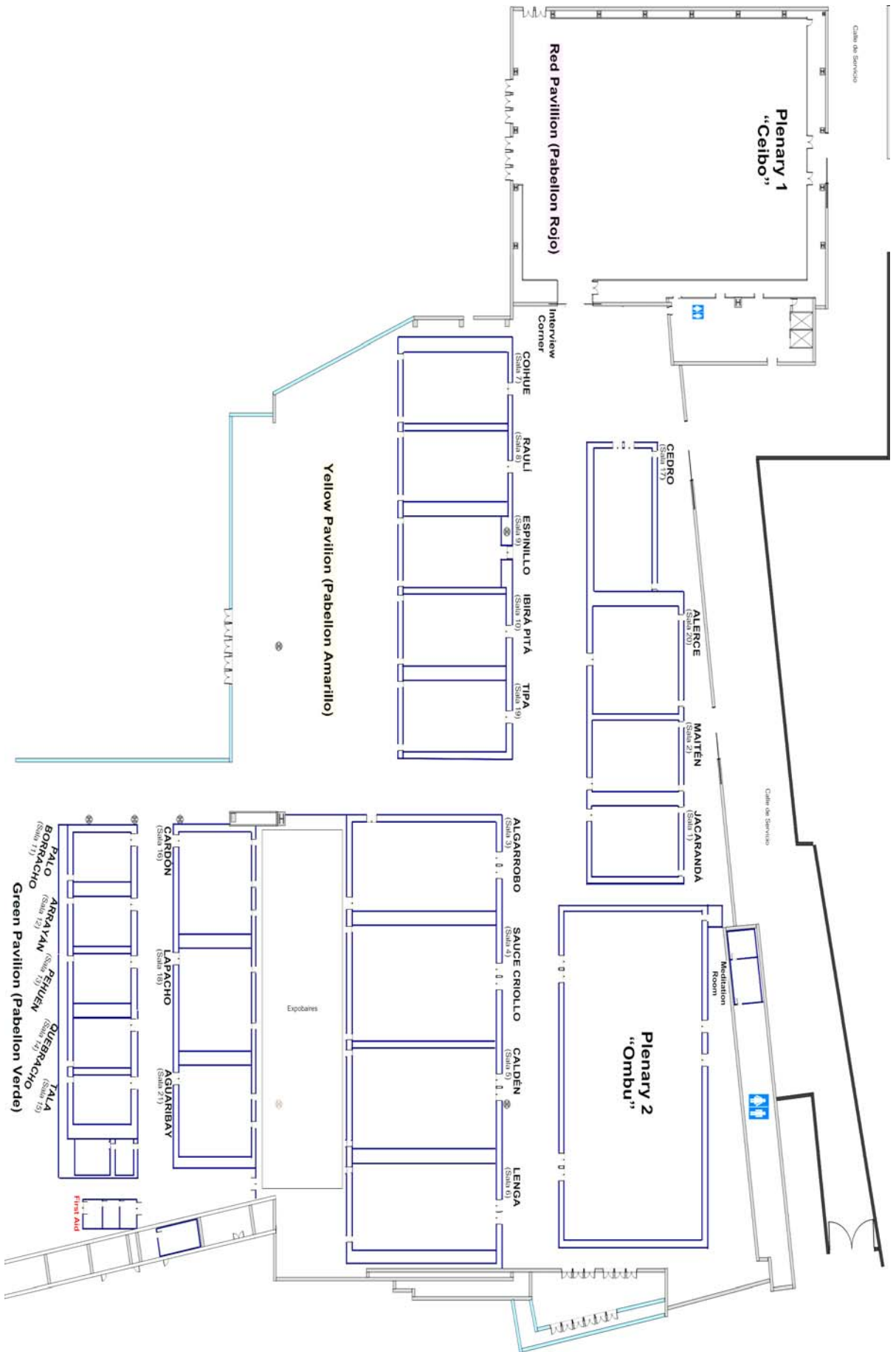
Documents deposited elsewhere or not attributed will be removed.

How can I correct an entry in the list of participants?

Please take your comments and corrections to **Ms. Hedwig Sandoval** at the **Registration Counter**.

Where are the meeting rooms?

Plenary 1 is located in the **Red Pavilion (Pabellon Rojo)**, while **Plenary 2 and other meeting rooms** are located in the **Yellow Pavilion (Pabellon Amarillo)**. The rest of the meeting rooms are located in the **Green Pavilion (Pabellon Verde)**. Please see map on the next page. All meetings of the Convention bodies and UNFCCC events are held inside La Rural.



Where can I book a meeting room?

Meeting rooms can be reserved at the **Meeting Room Assignment Counter, beside the Information Counter**. Meeting rooms are **free of charge!** Changes of location and time may occur depending on the necessities of the negotiating process. It is therefore advisable to reconfirm your bookings at least two hours before the meeting.

Hours and contact information

Monday, 6 December – Friday, 17 December
8 a.m. – 7 p.m.

Ms. Lee Cando
Ms. Simone Swidersky
Tel.: 011 4777 5651

Where are the offices of observer organizations and when are their meetings?

Offices for business NGOs (BINGOs), environmental NGOs (ENGOs), local NGOs (FOROBA), and other constituencies such as the indigenous people's organizations (IPOs) are found **beside the Media Centre** in the Green Pavilion.

BINGOs
Tel.: 011 4777 5631

Daily meeting
9 – 10 a.m.

ENGOs
Tel.: 011 4777 5630

Daily meeting
2 – 3 p.m.

FOROBA
Tel.: 011 4777 5632

Daily meeting
see CCTV and Daily Programme

Other constituencies
Tel.: 011 4777 5633

Daily meeting
see CCTV and Daily Programme

What are the services offered to conference participants?

Media Centre

The **Media Centre** is located in the **Green Pavilion**. It offers various services to accredited press and media, including an International Broadcasting Centre for TV and radio, a documents counter and work facilities for the print media with computer and telecommunication facilities.

The **Media Information Counter** is located in the Media Centre. The counter facilitates booking of the Press Conference Room and interviews with United Nations officials or delegates.

Hours and contact information

Monday, 6 December – Friday, 17 December
8 a.m. – 7 p.m.

Ms. Lucy Wanjiru Waruingi
Tel.: 011 4777 5650

During the conference, the Media Centre is operational 24 hours a day, with limited services between midnight and 7 a.m.

The Media Coordinator, the Conference Spokesperson, the Deputy Conference Spokesperson and the Government Press Liaison Officer have their offices in the Media Centre.

Contact information

Media Office
Tel.: 011 4777 5643

Mr. Axel Wuestenhagen
Media Coordinator
Mobile: 15 5773 7696

Mr. Michael Williams
Conference Spokesperson
Mobile: 15 5773 7722

Mr. Gustavo Poch
Deputy Conference Spokesperson
Mobile: 15 5773 7737

Computers and photocopiers

The **Computer Centre** is located in the **Green Pavilion**. Computers and high-speed printers are available for participants on a first come, first serve basis. These computers allow Internet access and are equipped with word processing and spreadsheet software.

Computer support will be available at the Computer Centre.

Hours

Monday, 6 December – Friday, 17 December
8 a.m. – 9 p.m.

Please be considerate and do not monopolize the equipment. It is intended for use by all participants.

A commercial copy service is available to participants for the duration of the meetings at the **Business Centre**, located in the Green Pavilion. Additional copiers are located in the Media Centre, for the use of media representatives and NGOs.

The Computer Centre and the writing corner of the Media Centre offer plug and play desks to connect laptops to the Internet. Instructions for use are posted on the desks, and computer support staff can give assistance.

Public phones and fax machines

Coin and card-operated telephones, as well as card-operated fax machines are available in the **Business Centre**. Telephone cards and wireless PCMCIA cards can also be bought in the same place. Additional telephone booths can be found **beside Pabellon Equinos 9**.

Mobile phone rental

Participants can rent mobile phones at the **Mobile Phone Counter** located in the **Business Centre**. You can also contact Mr. Nicolas Vasquez (info@altelphonerental.com), or call 011 4311 5000. Please refer to the staff at the desk for additional information.

Hours

Monday, 6 December – Friday, 17 December
9 a.m. – 6 p.m.

Buenos Aires has many public telephone booths. Public phones operate with: 5, 10, 25, 50-cent and 1-peso coins. Phone cards can be bought at any *quiosco* (sweets and tabac kiosks). These phones support urban, national and international calls.

In addition to public phones, there are many communication centres (*locutorios or telecentros*) offering telephone, fax, and Internet services.

TO CALL A **MOBILE IN BsAs FROM ABROAD**

Dial: 0054 + 911 plus the last eight-digit number (for example, 5001 1926)

TO CALL A **MOBILE IN BsAs WITHIN ARGENTINA**

Dial: 15 + 5001 1926

TO CALL A **LANDLINE IN BsAs FROM ABROAD**

Dial: 0054 + 11 + the last eight-digit number (for example, 4777 9384)

TO CALL A **LANDLINE IN BsAs WITHIN ARGENTINA**

Dial: 011 + 4777 9384

Banking

Banco de la Nacion Argentina can be found beside Pabellon Equinos 9. Bank services include cashing of traveller's cheques and exchanges to or from pesos. A **cash machine/ATM** is also available on a 24-hour basis.

Hours

Monday, 6 December – Friday, 17 December
10 a.m. – 3 p.m.

(CLOSED on Saturday, 11 December and Sunday, 12 December))

Banks in Buenos Aires open at 10 a.m. and close at 3 p.m. (some banks extend their closing time to 4 p.m.). Cash withdrawals and other transactions can be made at cash machines/ATMs, 24 hours a day.

Consignments

Please contact our shipment focal points or visit them at the **Information Counter**.

Contact information

Shipment 1
Mobile: 15 5772 4218

Shipment 2
Mobile: 15 5772 4219

Shipment 3
Mobile: 15 5772 4222

Catering

The **restaurant** is located **inside Pabellon Equinos 8** and the **food court (fastfood)** is located beside it. **Snack bars** can be found in the **Yellow and Green Pavilions**. In addition, **vending machines** for drinks and coffee can be found within the conference premises.

Meditation room

The **meditation room** is located **behind Plenary 2**. Take the stairs near the back of the plenary hall.

Transportation

Accredited radio taxis for hire are available for all conference participants directly outside the premises.

Lost and found

Lost and found items are kept in the **Security Office**, located at the **main entrance of Pabellon Equinos 9**. Unattended items will be removed for security reasons.

EMERGENCIES

For medical emergencies, please contact the **staff from the Ministry of Health** located in the **First Aid room, near the exhibits area in the Green Pavilion**.

Tel.: 011 4777 5670

For other emergencies, please contact **United Nations security** (look for staff wearing either a United Nations uniform or United Nations armband) located at the **main entrance of Pabellon Equinos 9** or call:

Tel.: 011 4777 5602 or 4777 5661

Where do I find information on side events and exhibits?

“...inSide Climate Change”, a brochure containing the schedule of side events and list of exhibits can be found at the **Information Counter and at the “...inside Climate Change” Publications**

Counter beside the Climate Change Kiosk. The schedule for side events is also in the **Daily Programme** and displayed on **CCTV monitors** inside La Rural. **Poster boards** are available in the Green Pavilion for posting flyers or posters related to side events.

Contact Information

Ms. Barbara Black
Ms. Anne Lutz
Tel.: 011 4777 5626

Where can I find information about climate change and the secretariat?

The **Climate Change Kiosk** is located in the **exhibits area of the Green Pavilion**. It is staffed daily between 9 a.m. and 7 p.m. The Climate Change Kiosk provides information about climate change and the secretariat. It is a resource for anyone interested in:

- Information on climate change information sources
- Background information on the climate change process and the secretariat
- Who's doing what in the process
- Who's doing what in the secretariat
- How to contact members of the secretariat
- How to obtain access to, or copies of, secretariat information products or services

The Climate Change Kiosk includes display panels as well as a computer with an Internet connection, which will be used to:

- Find relevant climate change information using the UNFCCC library online
- Search and retrieve climate change related information from the web
- Evaluate the quality of web-based information
- Locate other sources of climate change information

A special feature of the kiosk is the **climate talk series** where invited representatives of IGOs, NGOs, Business and Industry and Governments will give 15 minute presentations relating to success stories in the areas of mitigation and adaptation, education, training and public awareness, capacity building and mechanisms. The focus will be on positive outcomes and forward movement - demonstrating wins in the climate change process

Dates:

All presentations are between 4 p.m. and 6 p.m.

Tuesday, 7 December

Thursday, 9 December

Saturday, 11 December

Monday, 13 December

Wednesday, 15 December

The webcast of these series and other information materials will be posted on the UNFCCC COP 10 website. For more information, contact Sharon Taylor (staylor@unfccc.int) or visit the Climate Change Kiosk.

Will there be any social events during COP 10?

The Ministry of Health warmly invites all COP 10 participants to a welcome reception on Monday, 6 December at 7 p.m. in the La Rural food court.

The traditional NGO party will be held on Saturday, 11 December at 9 p.m. Please refer to the Daily Programme and the CCTV monitors for further information.

Dr. Anibal Ibarra, City Mayor of Buenos Aires cordially invites COP 10 participants to an opera performance and reception on Wednesday, 15 December at 7 p.m. at the Teatro Colon. Invitations will be distributed.

Anything else I should know about COP 10?

Food and drinks are not permitted in the meeting rooms.

Please help keep the conference premises a non-smoking environment. Smokers are encouraged to enjoy the fresh air around La Rural.

In the interest of conserving resources, please keep your documents and dispose of those no longer needed in the environment-friendly paper bins near the Documents Counter.

Where can I find information about Buenos Aires?

The **Travel Counter** (Secretaría de Turismo de la Nación and Subsecretaría de Turismo del Gobierno de la Ciudad Autónoma de Buenos Aires) is located in the **Business Centre**. The counter has information on hotel reservations, local transportation, train and air travel, as well as tourist information about Buenos Aires and Argentina.

Contact information

Tel.: 011 4777 5658

Important telephone numbers in Buenos Aires

Police 101

Fire 100

**Medical and ambulance emergency service 107
(SAME)**

Tourist information 0800 555 0016

Tourist Police Station 0800 999 5000 or 011 4346 5748

**Tourist Ombudsman/Tourist abuse or
discrimination 011 4302 7816**

Telephone information 110

International operator 000

National operator 19

<http://www.buenosaires.gov.ar> *Time Out Buenos Aires, 2nd Ed.*

Practical guide to Buenos Aires

Safety

Buenos Aires is a safe city, but as in any other big city, precautions must be taken. For example, avoid leaving your purse or bag hanging from chairs in public places, as well as walking at night along poorly lit areas.

Could you help me? (*Puede ayudarme?*)
Help me. (*Ayudame.*)
Emergency (*Emergencia*)

Health and sanitation

Vaccination is neither obligatory nor necessary when visiting Buenos Aires. The public water supply is reliable. Public hospitals are available for tourists. They offer a 24-hour emergency service, **without charge**. Argentine physicians are considered excellent professionals worldwide. The medical/ambulance emergency service (SAME) is also **for free**.

Where is the nearest hospital? (*Dónde queda el hospital más cercano?*)
Please call the doctor for me. (*Por favour llame un doctor.*)
I don't feel well. (*No me siento bien.*)

Tourist Information

Tourist information centres (*Centros de Información Turística*) are located in different districts within Buenos Aires. These centres provide brochures, maps and guidebooks.

Hours and contact information

Monday – Friday, 11 a.m. – 6 p.m.

Saturday – Sunday, 11 a.m. – 7 p.m.

Centro de Información Turística
Puerto Madero District
Alicia Moreau De Justo 200 Dique 4
Tel.: 011 4313 0187

This office also offers information on Montevideo, Uruguay.

Where is the tourism office? (*Dónde está la oficina de turismo?*)
Do you have a map/brochures? (*Tiene folletos/plano explicativos?*)

Public transportation

Buenos Aires is served by five subway lines (*subtes*) and more than 100 bus lines (*colectivos*). Taxis and private care services (*remises*) are very popular because they are safe and economical.

It is recommended to phone a **radio taxi** or a **private car service** (*remise*). Both will come to any destination in the city to collect a passenger, at any time of the day or night. If in a rush, one should still try to stop a radio taxi. Note down the name and telephone number of the company written on the back of passenger doors.

Taxis are painted **black or yellow**. The taxi rate is in Argentine pesos, and is equivalent to AR\$1.28 when the meter starts + AR16 cents every 100 yards. Most taxi drivers will only accept small bills. **Radio taxis** (equipped with radio systems) are considered **safer**. Many radio taxis have a minimum charge of AR\$3, and a few charge an extra fee for making a pick-up (*adicionales*). Check first. Tipping is not the norm, though you can round up the fare if you feel generous.

Private car services (*remises*) are **not identified by a special colour**. The minimum fare is between AR\$3 and AR\$4; the total fare varies according to the kilometres covered and time elapsed.

AIRPORT Jorge Newbery Ezeiza/Internacional Ministro Pistarini	Tel.: 011 5480 6111	Flight information or operator, 24 hour service
SUBWAY Metrovías	Tel.: 0800 555 1616 or 011 4555 1616	Monday – Friday: 8 a.m. – 8 p.m.
BUS Terminal	Tel.: 011 4317 0700	
Radio Taxi Pidalo	Tel.: 011 4956 1200	AR\$1.40 call-out
Radio Taxi Premium	Tel.: 011 5238 0000	
Mi Taxi	Tel.: 011 4931 1200	
Remises Recoleta Vip	Tel.: 011 4801 6655	AR\$3 minimum, no extra charges
Remises Le Coq	Tel.: 011 4963 9391/2	

www.economist.com/cities/, *Time Out Buenos Aires*, 2nd Ed.

How can I get to...? (*Cómo puedo llegar hasta...?*)
 How much is a ticket to...? (*Cuánto cuesta un pasaje a...?*)
 I would like a taxi to pick me up from... (*Quisiera un taxi que me pase a buscar por...*)

Mail and Courier

Correo Central Sarmiento 151, entre Leandro N. Alem y Bouchard, Microcentro	Tel.: 011 4891 9191	Monday – Friday, 8 a.m. – 1 p.m. Saturday, 8 a.m. – 1 p.m.
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DHL
Avenida Córdoba 783, entre
Esmeralda y Maipú,
Microcentro

Tel.: 0800 222 2345 or
011 4314 2996

Monday – Friday, 9 a.m. – 7 p.m.

Saturday, 9 a.m. – noon

Call two hours ahead to arrange pick-up from your premises at no extra charge, between 9 a.m. and 6 p.m.

FedEx
Maipú 753, entre Córdoba y
Viamonte, Microcentro

Tel.: 011 4393 6139

Monday – Friday, 9 a.m. – 7 p.m.

Home, office or hotel pick-ups costs US\$3 extra.

UPS
Bernardo de Irigoyen 974,
entre Estados Unidos y Carlos
Calvo, San Telmo

Tel.: 0800 222 2877

Monday – Friday, 9 a.m. – 7 p.m.

Free home pick-up.

Time Out Buenos Aires, 2nd Ed.

Shopping

Shops are open Monday through Friday, from 9 a.m. to 8 p.m., and Saturdays from 9 a.m. to 1 p.m. However, shops located in important avenues are open on Saturday afternoon. Shopping centres open from 10 a.m. to 10 p.m. and are among the few places trading on Sundays.

Don't be confused. Vendors often use the \$ sign in local shops to quote prices in pesos.

How much is it? (*Cuánto cuesta?*)
Expensive/Cheap/Free (*Caro/Barato/Gratis*)
I will take it. (*Lo compro.*)
Can I pay with credit card? (*Puedo pagar con tarjeta de crédito?*)
Do you accept traveller's cheques? (*Acepta cheques de viajero?*)

<http://www.buenosaires.gov.ar>

<http://www.bue.gov.ar>

***The UNFCCC provides this information to assist conference participants and in no way endorses or advertises the establishments included above.*

