

United Nations Climate Change Conference 2014

Lima, Peru

Information for Participants

COP 20/CMP 10

1–12 December 2014



United Nations
Climate Change Conference

In line with the secretariat's efforts towards climate neutrality,
this brochure is available in electronic format only.

We invite participants to support this initiative by not printing the document
or by printing only the necessary information.

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I. Welcome

Welcome to the United Nations Climate Change Conference 2014, at which the twentieth session of the Conference of the Parties (COP) and the tenth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) are being held at the conference site within the Cuartel General del Ejército del Perú (CGEP) in Lima, Peru.

The information in this brochure should facilitate your participation and stay during the conference. Additional information is available on the following websites:

UNFCCC website for COP 20/CMP 10:

<http://unfccc.int/meetings/lima_dec_2014/meeting/8141.php>.

Host country website:

<<http://www.cop20.pe/en/>>.

Participants of the pre-session meetings, which will take place at the same conference site, should note that registration at the CGEP will be open from Tuesday, 25 November 2014, at 8.00 a.m.

Actions to reduce the carbon footprint of the conference

Please help to enhance the environmental sustainability of the conference by following these suggestions:

- Print only what is absolutely necessary prior to the sessions.
- Request only essential documents from the Documentation Services Desk.
- Print and photocopy on both sides and keep the font size to a legible minimum.
- Collect and re-use paper that has print on one side only.
- Avoid use of colour paper.
- Use the waste collectors provided and recycle items such as bottles, cans and paper.
- Distribute limited amounts of paper documents only if and where necessary.
- Use USB flash drives and CD-ROMs for the dissemination of information.
- Use the web-posting function of the Side Events and Exhibits Online Registration System (SEORS) to upload electronic publications onto the UNFCCC website for public view.
- Turn off room lights and IT equipment when not in use and enable energy-saving features.
- Keep the UNFCCC lanyard for use at your next UNFCCC meeting.

II. General information

A. Visas

All foreign delegates entering Peru must have a passport which is valid for at least six months. Participants requiring a visa for Peru, or a transit visa, are strongly encouraged to contact the appropriate consular authorities immediately upon receipt of the official notification. To facilitate the issuance of a visa, a copy of the acknowledgement letter from the online registration system (ORS) should be attached to the visa application. For more information, please visit the website of the Peruvian Foreign Ministry at <<http://www.rree.gob.pe/SitePages/home.aspx>> (in Spanish only).

Additional information on the issuance of visas may be found at the following link on the host government's web page for the conference:

<<http://www.cop20.pe/en/acerca-del-peru/visa>>.

B. Access to the conference premises

Please note that access to the conference area is restricted to registered participants of the sessions. In order to comply with UN security requirements, participants are expected to wear their badges visibly at all times and in all areas within the conference site. If you lose your badge, please report this to the Registration Counter immediately.

C. Information Counter

The UN Information Counter is located on the left-hand side in Zone B, right behind the security check area, and provides information about UNFCCC meetings and the conference venue.

UN Information Counter opening hours:

Sunday, 30 November, to Friday, 12 December

8.00 a.m. to 7.00 p.m.

D. Consignments and shipping

The official shipping guidelines, along with contact details for the shipping and freight forwarding agents appointed for COP 20/CMP 10, may be found on the UNFCCC website:

<http://unfccc.int/files/meetings/lima_dec_2014/application/pdf/cop20_shipping_guidelines.pdf>.

How to obtain consignment labels:

Side events and exhibits: Labels will be sent to official organizers that have accounts in SEORS as soon as they become available.

Delegations: Labels may be obtained upon request by e-mail from [<consignments@unfccc.int>](mailto:consignments@unfccc.int).

You are requested to send your **tracking number** and your **air waybill number** to [<consignments@unfccc.int>](mailto:consignments@unfccc.int) to facilitate tracking and customs clearing formalities.

E. High-level segment

The high-level segment to be attended by dignitaries, ministers and other senior officials, will open on Tuesday, 9 December 2014.

National statements by ministers and other heads of delegation will be heard in joint meetings of the COP and CMP from Tuesday, 9 December, until the morning of Thursday, 11 December. Statements from intergovernmental organizations (IGOs) and non-governmental organizations (NGOs) will be delivered on the afternoon of Thursday, 11 December. The high-level segment will close on Thursday, 11 December 2014.

No decisions will be taken in the joint meetings of the COP and the CMP. Separate meetings of the COP and the CMP will be held on Friday, 12 December, to consider and adopt draft decisions and conclusions.

Given the number of Parties and the limited amount of time available for statements, it will be necessary to limit the duration of each statement. Parties are reminded that, to ensure that all speakers have an opportunity to address the plenaries, statements must not exceed three (3) minutes. Statements on behalf of groups, where other members of the group do not speak, are strongly encouraged and additional time will be provided for these.

In fairness to all speakers, time limits will be strictly enforced. In accordance with the guidance from the Subsidiary Body for Implementation (SBI) that sessions should be concluded in a timely manner¹ and following UN practice, a mechanism will be used to assist speakers in respecting this limit. A bell system will signal to speakers when the limit is approaching. Speakers will be interrupted should they exceed the time limit.

¹ FCCC/SBI/2014/8, paragraph 218.

Parties are thus kindly asked to limit the duration of their oral statements to three minutes on the understanding that the full versions of their statements will be posted on the UNFCCC website.

Hard copies of statements will not be circulated in plenary during the high-level segment. Full texts of the official statements will be posted on the UNFCCC website. In order to have statements posted on the UNFCCC website, Parties speaking at the high-level segment are requested to send an electronic file containing their statement in advance to <external-relations@unfccc.int>.

Parties are reminded that speakers also need to be registered in the ORS, as completion and submission of the registration form for ministers and heads of delegation to speak at the high-level segment does not fulfil the requirement of registration for the conference. All participants must be registered in the ORS in order to have access to the conference premises.

The completed registration form for inclusion in the list of speakers at the high-level segment should be addressed to:

External Relations Officer, Conference Affairs Services

Tel: +49 228 815 1611

Fax: +49 228 815 1999

E-mail: <sessions@unfccc.int>.

F. Climate Change Studio

The Climate Change Studio (located in Zone G) provides a space for one-on-one interviews with a wide array of stakeholders from businesses and NGOs as well as Party delegates on the effects of climate change, causes of global warming and possible solutions.

All interviews at the Studio are video-recorded and posted on the UNFCCC official website. Videos from this and previous conferences are listed on the website and may be found using the search tool.

To book an interview at the Studio, please contact the UNFCCC secretariat at <climatechangestudio@unfccc.int>.

G. Further guidance for participants

Delegation nameplates

Delegates are requested not to remove country nameplates from the meeting rooms. This may lead to serious disruptions at meetings, as the secretariat is unable to replace these at short notice.

Use of audio and video recording devices

As webcasts are provided for open plenary meetings and press conferences, the making of audio and/or video recordings, including any external transmission, by Party or observer organization delegations during open and closed official meetings and in designated security zones is not permitted. The secretariat keeps audio recordings of official meetings as required by Parties.

H. Social events

Welcome reception on the occasion of COP 20/CMP 10

A welcome reception for all participants of COP 20/CMP 10 will take place in the evening of Thursday, 4 December 2014. The reception is open to all registered participants who may access the reception venue by showing their conference badges.

Further information will be made available in due course, both on the CCTV monitors and in the Daily Programme for Thursday, 4 December.

I. Information about Peru

Information on visiting Peru is provided by the host government on the website it has created for the conference: <<http://www.cop20.pe/en/acerca-del-peru/>>.

Currency

The currency of Peru is the Peruvian Nuevo Sol (PEN); 1 USD = 2.893 PEN (October 2014).

All credit cards are accepted for withdrawing money and commercial transactions. Check with your bank if charges and commission fees apply.

Weather

The temperature in Lima in November and December ranges from 17 °C to 23 °C.

Electricity

The electricity supply in Peru is 220 volts AC, 60 Hz. Most outlets are two-pin (European standard) but also accept the US type (with two flat parallel blades).

III. Registration

A. Nominations

Online registration is currently open for Parties and observer States to nominate their representatives. Please confirm the final composition of your delegation as soon as possible and prior to the sessions.

Online registration is currently also open for IGOs and NGOs to confirm their representatives. The deadline for confirming your representatives is Thursday, 27 November 2014, at midnight CET.

B. Credentials

Credentials must be issued by the Head of State or Government or by the Minister of Foreign Affairs for Parties, and in the case of a regional economic integration organization, by a competent authority of that organization. Only one set of credentials is necessary to cover the participation of Parties to the Convention and Parties to the Kyoto Protocol at COP 20 and CMP 10. Representatives, alternate representatives and advisers are requested to deposit the corresponding letters of credentials at the External Relations Office, located within the Conference Affairs Services offices on the ground floor in Zone E. No other office of the secretariat or of the host government is designated to receive credentials.

C. Registering at the conference

All formalities regarding registration, including issuance of badges to duly nominated participants to attend the sessions of the Convention and its Kyoto Protocol, are free of charge. Upon arrival, you are requested to register at the Registration Counter in Zone A at the CGEP from Tuesday, 25 November, to Friday, 12 December 2014, during the opening hours indicated below.

The acknowledgement letter generated by the ORS and a valid passport or a nationally approved identification card should be presented to Registration staff.

Participants of the pre-session meetings should note that registration at the conference centre will be open from Tuesday, 25 November 2014.

Press badges are issued to accredited press representatives on presentation of a valid press card, a letter of assignment and an identification document (e.g. a passport). Press badges, unless indicated otherwise, allow access to all public meetings and sessions. Please go to <<https://onlinereg.unfccc.int/>> to apply for media accreditation.

Please be aware that double registration for the sessions is not permitted (e.g. a participant may not be registered simultaneously as a nominee of a Party and of an observer organization, or simultaneously as a nominee of a Party and a press/ media representative).

Opening hours of the Registration Counter for Parties:

Tuesday, 25 November, until Friday, 28 November 2014, from 8.00 a.m. to 5.00 p.m.;
Saturday, 29 November, until Saturday, 6 December 2014, from 8.00 a.m. to 7.00 p.m.

Registration will be closed on Sunday, 7 December 2014.

Monday, 8 December, until Friday, 12 December 2014, from 8.00 a.m. to 7.00 p.m.

To avoid delays, it is highly recommended that you register on Saturday, 29 November, or Sunday, 30 November 2014.

Registration contacts:

For Parties, observer States and observer organizations:

Ms. Vera-Lynn Watson

E-mail: <sessions@unfccc.int> or <vwatson@unfccc.int>

For press and media:

Ms. Carrie Assheuer

E-mail: <press@unfccc.int>

Please keep the UNFCCC lanyard for use at your next UNFCCC meeting.

If you would like to update your badge photo, please ask at the Registration Counter.

Disclaimer:

It is strongly recommended that participants obtain comprehensive international medical insurance for the period of participation. 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 may be incurred during travel or the period of participation.

D. Corrections to the list of participants

A list of participants at the conference is compiled by the secretariat. If you would like to make a correction, please notify Ms. Vera-Lynn Watson at the Registration Counter.

IV. Information on where to find what you need

A. Conference badges

Parties and press, as well as IGO and NGO representatives duly nominated and confirmed through the ORS, can register and have their photograph taken at the Registration Counter located to the right after entering through the security check area.

B. Conveying messages and distributing publications

Pigeonholes for Parties, UN organizations and IGOs were discontinued for sustainability reasons, in particular to reduce the large amounts of paper waste produced at each conference. More modern and effective modes of communication, such as text messaging, e-mail and the Internet, have taken over the function of space-consuming pigeonholes.

In the event that delegations need to resort to leaving a paper note or personalized invitation for another delegation, such notes and invitations may be placed at and collected from the UN Information Counter, located in Zone B. Delegations are kindly requested to check regularly with the Counter whether a message has been left for them.

Side event schedules will be announced through the UNFCCC website, the Side Events and Exhibits Brochure, CCTV monitors listing the day's events, and the free UNFCCC iPhone/iPad application "Negotiator". Information on outside events may also be posted on the UNFCCC website.

As part of the secretariat's paper-reduction initiative, participants – including exhibitors – are requested to distribute limited amounts of paper documents only if and where necessary. The secretariat recommends the use of USB flash drives for the dissemination of information.

For the distribution of publications and other information materials at exhibit stands or side events, the secretariat encourages organizers to use the web-posting function of SEORS to upload electronic publications onto the UNFCCC website. This function also allows the advertising and reporting of side events.

Publications that are clearly attributed to a Party or an admitted observer organization that is not exhibiting may be distributed and displayed at the Climate Change Publications Counter, upon approval. Please provide a sample, including a digital

copy (if possible), to the staff at the Counter or contact the Side Events and Exhibits Coordination Office.

Documents that are deposited elsewhere or not attributed to the conference will be removed. For further information on distributing documents at the Climate Change Publications Counter, please contact <see@unfccc.int>.

Kindly note that daily updates on the negotiations, such as Earth Negotiations Bulletins, ECO Newsletters and Third World Network Climate Change News Updates will mainly be disseminated in electronic formats. In order to facilitate access, the secretariat will include web links to these updates in the Daily Programme. The publishing organizations may display a copy with quick response (QR) codes at their exhibit stand and/or poster boards.

C. Daily Programme

The Daily Programme is the official UNFCCC guide to each day's official meetings, side events and press briefings. It also provides an overview of the status of the previous day's negotiations and links to other conference-related pages, thus providing quick access to the information needed for the day's meetings.

In line with the paper usage reduction objectives of the UNFCCC secretariat, the Daily Programme is made available in electronic form only, on the UNFCCC conference website at

<http://unfccc.int/meetings/lima_dec_2014/meeting/8141/php/view/dailyprogramme.php>.

In order to reduce paper consumption, participants are kindly requested to retain any hard copies of the Daily Programme throughout the sessions.

Please see the “Documentation services” section for more information on official documents.

D. Names of conference and meeting rooms

Meeting room	Zone	Name
Plenary 1	E	LIMA
Plenary 2	E	CUSCO
Meeting room 1	B1	TUMBES
Meeting room 2	B2	PIURA
Meeting room 3	C3	PAITA
Meeting room 4	C4	TALARA
Meeting room 5	B5	TRUJILLO

Meeting room 6	C6	HUARAZ
Meeting room 7	C7	TARMA
Meeting room 8	C8	PISCO
Meeting room 9	C9	NAZCA
Meeting room 10	C10	LORETO
Meeting room 11	C11	AREQUIPA
Meeting room 12	C12	TACNA
Meeting room 13	E13	ABANCAY
Meeting room 14	C14	PUNO
Meeting room 15	C15	LAMPA
Meeting room 16	C16	NAUTA
Meeting room 17	C17	URUBAMBA
Meeting room 18	C18	MANU
Meeting room 19	C19	NAPO
Meeting room 20	C20	MANTARO
Meeting room 21	C21	TAMBO
Meeting room 22	C22	UCAYALI
Meeting room 23	C23	NANAY
Meeting room 24	C24	PACHITEA
Meeting room 25	C25	PUTUMAYO
Meeting room 26	C26	YARAVI
Meeting room 27	C27	AMAZONAS
Meeting room 28	C28	TAMBOPATA
Meeting room 29	B29	CHICAMA
Meeting room 30	B30	CHIRA
Press Conference Room 1	D	Press Conference Room 1
Press Conference Room 2	D	Press Conference Room 2
Observer room 1	G1	CHAVÍN
Observer room 2	G2	CHIMÚ
Observer room 3	G3	PARCAS
Observer room 4	G4	SIPAN
Observer room 5	G5	MACHU-PICCHU
Observer room 6	G6	CARAL
Observer room 7	G7	MARANGA
Observer room 8	G8	WARI
Observer room 9	G9	VICUS
Observer room 10	G10	PACHACAMAC

E. Booking a conference room or meeting room

Meeting rooms on site may be booked for closed meetings, availability permitting, every day from 8 a.m. to 7 p.m.

Requests for meeting rooms may be sent via e-mail. However, as priority will be given to meetings related to the negotiations, you will only receive confirmation/responses close to the starting date of the conference.

Please download the meeting room assignment (MRA) request form from <http://unfccc.int/files/logistics/application/vnd.openxmlformats-officedocument.wordprocessingml.document/meetingroom_request_form_2014.docx> and send it as an attachment in an e-mail to <meetingrequest@unfccc.int>. Kindly provide all the required information, including your contact details (e.g. name, local mobile phone number and e-mail address).

Starting from Monday, 1 December 2014 (official start of COP 20 and CMP 10), MRA request forms will no longer be accepted via e-mail. From that date on, forms may only be handed in at the Information and MRA Counter in paper form. The Counter is located on the left-hand side in Zone B behind the main security check area.

Availability and location of your meeting room will be confirmed on the evening of the day before the meeting date. This information may be obtained from the Information and MRA Counter. It is also recommended that you reconfirm room availability for your meeting with the staff at the Counter shortly before the start of the meeting, as changes in room allocation may occur owing to the needs of the negotiation process.

Information and MRA Counter opening hours:

Monday, 1 December, until Friday, 12 December: 8 a.m. to 7 p.m., except 7 December 2014.

E-mail address: <meetingrequest@unfccc.int>.

Please note that food and beverages are not permitted in the meeting rooms and that the conference premises are a non-smoking environment.

Participants are requested not to remove interpretation headsets from the foyers or meeting rooms.

F. Daily subsistence allowance (DSA)

Delegates from Parties eligible for funding may collect their DSA from the UNFCCC Administration Office located on the first floor in Zone B (walk up the staircase next to the Information Counter).

Opening hours of the UNFCCC Administration Office:

- From Tuesday, 25 November, to Friday, 28 November 2014:
From 9 a.m. to 5 p.m.
- From Monday, 1 December, to Saturday, 6 December 2014:
From 9 a.m. to 5 p.m.
- From Monday, 8 December, to Friday, 12 December 2014:
From 9 a.m. to 5 p.m.

The Administration Office will be closed on Sunday, 7 December 2014.

Passport, flight ticket and boarding pass stubs are required when claiming DSA.

Contacts:

Ms. Gloria Rutahakana
Tel.: +51 94 351 6918
E-mail: <grutahakana@unfccc.int>

or

Mr. Ricardo Erick Prillwitz
Tel.: +51 94 351 6925
E-mail: <eprillwitz@unfccc.int>

G. Information on side events and exhibits

Side event schedules are available at
<https://seors.unfccc.int/seors/reports/events_list.html?session_id=COP20>.

The exhibit list is available at
<https://seors.unfccc.int/seors/reports/exhibits_list.html?session_id=COP20>.

For any other information please refer to the Side Events and Exhibits Brochure which is available at:

<http://unfccc.int/meetings/lima_dec_2014/meeting/8141/php/view/seors.php>.

Alternatively, you may contact staff at the Side Events and Exhibits Coordination Office.

Information on side events is also displayed on the CCTV monitors.

H. Information on the UNFCCC process and the secretariat

The central point for information on climate change, the secretariat and its work is the UNFCCC website, <<http://unfccc.int>>, where publications, information and data may be downloaded free of charge.

I. Lost and Found Office

Lost and found items may be reported and handed in at the UN Security/ Lost and Found Office located in Zone B, just behind the security check area. For security reasons, unattended items found anywhere on the conference premises will be removed by Security.

J. Prayer and Meditation Room

The Prayer and Meditation Room is located on the first floor in Zone B (walk up the staircase next to the Information Counter).

K. Food and beverages

A variety of food options are available throughout the conference venue. The main food area is located on “Boulevard COP 20/CMP 10” in the middle of the conference centre. In addition, a cafeteria may be found close to Zone D and a fine dining restaurant close to Zone F. Coffee spots are available in all zones throughout the venue.

Please do not use the restaurant areas to work; they are reserved for the consumption of food and drinks.

V. Services

A. Accommodation

Information on accommodation and hotels may be found on the host government’s web page for the sessions, <<http://www.cop20.pe/en/acerca-del-peru/alojamiento/>>.

If possible, choose a hotel that is operated in an environmentally responsible manner.

B. Banking

The UNFCCC DSA Office and the Bank are located on the first floor in Zone B (walk up the staircase next to the Information Counter).

Bank opening hours:

- From Tuesday, 25 November, to Friday, 28 November 2014:
From 9 a.m. to 5 p.m.
- From Monday, 1 December, to Saturday, 6 December 2014:
From 9 a.m. to 5 p.m.
- From Monday, 8 December, to Friday, 12 December 2014:
From 9 a.m. to 5 p.m.

The Bank will be closed on 29 & 30 November and 7 December 2014.

C. Bloggers' Loft

Introduced at COP 16/CMP 6 in Cancun, the Bloggers' Loft is a working area for bloggers and online communicators from the observer community. It is located on the first floor in Zone B. There are approximately 30 work spaces, each equipped with a table, chair, electrical power connection and hard-wired Internet connection (RJ45) to the "participants" branch of the conference IT network. In addition, an open wireless network is available.

Use of the Bloggers' Loft is prioritized for designated online communication professionals, such as bloggers from admitted observer organizations. All others may use the computer centres. Special secondary badges will be issued to prioritized users. Bloggers wishing to use the Bloggers Loft are requested to contact the Side Events and Exhibits Office in Zone G. Alternatively, requests for these badges may be sent to [<see@unfccc.int>](mailto:see@unfccc.int).

D. Business Centre

Photocopying, printing, pre-paid phone/SIM cards and mobile phones are available on a commercial basis at the Business Centre located on the first floor of the conference site (walk up the staircase next to the Information Counter).

E. Computer workstations

Computer workstations are available on the first floor (walk up the staircase next to the Information Counter). The equipment is intended for use by all participants, except media for which a separate and exclusive Written Press Computer Centre located at the Media Centre in Zone D is reserved. Computers are available for participants on a first come, first served basis. These workstations provide Internet access and are equipped with word processing and spreadsheet software.

Computer workstation availability:

From Monday, 1 December, to Friday, 12 December 2014 (except 7 December).

Please be considerate and don't make others wait to use the equipment for too long during periods of high demand.

F. Consignment pick-up

To send or receive a consignment, please contact the secretariat's Consignment Focal Point, Mr. Paul Jimenez, or make your enquiries at the Information Counter (see the "Information Counter" section).

Contact information: Mr. Paul Jimenez
E-mail: <consignments@unfccc.int>.

G. Documentation services

Participants will be able to access official documents prepared for and during the session in the following ways (please consult the Daily Programme for any last minute changes):

Electronically

- Via the [UNFCCC website](#) (you may wish to save the documents to your device for added convenience):
 - Formal documents relevant to the current sessions of the [COP](#), [CMP](#), [ADP](#), [SBI](#), [SBSTA](#);
 - [In-session documents](#) issued during COP 20/CMP 10;
- Via the Negotiator App (download [here](#));
- Via [@UNFCCCdocuments](#), the in-session documents Twitter channel.

Print

- By requesting printed copies from Document Services at the Documentation Services Counter (may entail print-on-demand).

Participants are encouraged to carry their laptops or mobile devices so as to make maximum use of electronic versions of documents.

H. External relations

The UNFCCC External Relations Office is located within the Conference Affairs Services offices in Zone E. Information on the range of services provided may be found in sections II.A, E and H, and III.A–D, as well as in relevant parts of section IV of this brochure.

I. Media services

Media Centre and press facilities

Press and media facilities will be available for set-up on Saturday, 29 November, and fully operational from Sunday, 30 November, until Friday, 12 December 2014. They are located on the ground floor and first floor in Zone D. The Media Centre will be equipped with computers, printers, electrical power outlets, and closed-circuit television so that meetings can be followed.

The secretariat's Media and Communications Team will be available to provide information and respond to queries and interview requests. There may be limited seating available for print media in the plenary hall, as well as limited space for television staff, photographers and official delegation media representatives. The main meetings, press conferences and other activities will be broadcast live in the Media Centre. There will also be overflow rooms in case certain meetings reach full capacity.

Audio-visual and sound feeds of the main meetings, press conferences and other events will be provided to broadcasters by the host broadcaster.

Communications and Media Team

The Communications and Media Team may be contacted through the Media Information Desk or by e-mail (<press@unfccc.int>). Additional general information is available in the press section at <<http://unfccc.int>>.

J. Medical services

First-aid professionals will be available at all times at the conference venue. A range of high-quality medical facilities are available in Lima.

First aid is located on the ground floor close to the plenary halls in Zone E and the main meeting rooms in Zone C.

K. Multimedia services

Webcasts

For the duration of the sessions, webcasts of all official meetings and press conferences will be available live and on demand, with audio streams in English, Spanish or the language being used on the floor. On-demand files of the webcasts will be available shortly after the closing of each meeting.

Accessing multimedia content

Multimedia coverage and webcasts will be posted on the official conference website at <<http://unfccc.int>>. This website is complemented by the host country website, <<http://www.cop20.pe/en/>>.

In addition, the secretariat offers a mobile version of the UNFCCC website, <mobile.unfccc.int>, and its official iPhone and iPad application, “Negotiator”.

The Negotiator app enables users to:

- Obtain logistical information about the conference (directories, venue maps, etc.);
- Read the latest documents, agendas and meeting information;
- View the latest YouTube videos and photos from the conference;
- Join the conference via the Facebook and Twitter channels.

The Negotiator app can be downloaded for free via iTunes: <<http://unfccc.int/iphoneapp>>.

Social media

Community tools such as Facebook, Twitter and Flickr will allow participation in and response to the conference in Lima. All links may be found at <<http://unfccc.int>> and include:

- Twitter: The UNFCCC secretariat will tweet from its account @UN_ClimateTalks; its Executive Secretary, Ms. Christiana Figueres, will tweet from @CFigueres;
- Facebook: <www.facebook.com/UNclimatechange>;
- YouTube: <www.youtube.com/climateconference>;
- Flickr: <www.flickr.com/photos/unfccc>.

L. Observer liaison

Information on the range of services provided may be found in relevant parts of section IV as well as in section V.C.

M. Press briefings

Parties, intergovernmental organizations and UN agencies will hold press conferences in Press Conference Rooms 1 and 2, which are located on the first floor in Zone D. The live schedule of press conferences may be accessed at <<http://unfccc.int>> and on the iPhone and iPad application “Negotiator” (see the “Multimedia services” section).

N. Security

Information on the range of services provided may be found in relevant parts of section IV, as well as in section VI.A.

O. Transportation

Arrival and departure

Prior to or upon arrival at Jorge Chávez International Airport, you may wish to consider contacting your hotel for airport transfer arrangements. Taxi services on a commercial basis are also available; details may be found on the host country website: <<http://www.cop20.pe/en/informacion-para-participantes/transporte/>>. There will also be a COP 20/CMP 10 booth providing assistance.

Official conference shuttle

A complimentary transport service will be provided between official conference shuttle hubs and the conference venue (and vice versa). Full shuttle services will be provided from Tuesday, 25 November, to Saturday, 13 December 2014.

When using the service for the first time, please bring a copy of the acknowledgement letter from the online registration system (ORS) so that you can be identified as a participant. After receiving your badge, it will be the only identification you will need to present when boarding a shuttle.

Comprehensive information on the shuttle hub concept, along with the routes and hub points, has been posted on the host country website: <<http://www.cop20.pe/en/informacion-para-participantes/transporte/>>. This site also includes phone numbers of commercial taxi companies recommended by the host country.

If you require a taxi, please enquire with the Transportation Counter, located on the left-hand side when entering the venue, right behind the security check area. A taxi drop-off area will be created close to the entrance gate number 4.

In addition, a complimentary transport service will be provided between the conference venue and the climate fair “Voices for Climate”.

P. Getting around the CGEP

Please be advised that the CGEP is a large venue which requires a lot of walking. Comfortable footwear is recommended. The whole venue is a purpose-built prefabricated conference facility consisting of temporary structures.

VI. Key contacts

A. Emergencies (UN Security Control Centre)

Dial 01 615 0464, wait for the recorded message (in Spanish) and then dial the extension 5035.

B. Key secretariat contacts

Area of responsibility	Name
Executive Secretary	Ms. Christiana Figueres
Deputy Executive Secretary	Mr. Richard Kinley
Coordinator, Legal Affairs, and Principal Legal Adviser	Mr. Dan Bondi Ogolla
Coordinator, Conference Affairs Services	Ms. Salwa Dallalah
Conference of the Parties (COP)	Ms. June Budhooram
Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP)	Ms. June Budhooram
Subsidiary Body for Implementation (SBI)	Ms. Katia Simeonova
Subsidiary Body for Scientific and Technological Advice (SBSTA)	Ms. Wanna Tanunchaiwatana
Director for Strategy	Mr. Halldór Thorgeirsson
Ad Hoc Working Group on the Durban Platform for Enhanced Action (ADP)	Ms. Marcela Main Sancha
Liaison with government delegates; registration; funding for delegations	Mr. Horacio Peluffo
Liaison with observer organizations	Ms. Megumi Endo
Conference Spokesperson	Mr. Nick Nuttall

VII. Final disclaimer

In the interest of the safety and security of all participants and the smooth running of the sessions, the Convention secretariat reserves the right to deny and/or restrict access to the conference premises, or to request registered participants to leave the premises. The Convention secretariat shall not be responsible for any or all expenses incurred by nominated participants who are requested to leave the premises or refused registration or access to the sessions for which they have been nominated and/or registered as participants.

For more information go to <<http://www.unfccc.int>> or
<<http://www.cop20.pe/en/>>.



United Nations
Climate Change Conference