

**8th Meeting of the International Task Force on Harmonization and Equivalence in Organic
Agriculture (IFOAM/FAO/UNCTAD)
Geneva, 6-8 October 2008**

Logistical Note for Participants

Meeting Venue

Room XXV is located on the 1st floor of the *E-building (Bâtiment E), Palais des Nations*. As rooms are sometimes subject to change, please check the electronic meetings board at door 40 upon arrival.

Security Clearance

Upon arrival, participants are requested to collect their badge at the UN Security Service, *Pregny Gate*, 8-14 Avenue de la Paix (opposite the Red Cross offices). The Security Service is open from 8 a.m.-5 p.m. (non-stop). ***Participants are advised to arrive by 8.15 a.m. in order to complete procedures and reach the meeting in good time.*** Participants are advised to carry a passport or similar national identity card with them.

Visas

All participants in need of visas must contact their nearest Swiss Embassy to ascertain information on current visa regulations, and make arrangements to meet these requirements. Participants who need a personalized letter of invitation in order to obtain your visa, should make a request to the ITF Meeting Coordinator, Anna Wissman, a.wissmann@ifoam.org, stating their specific needs and time frame for the letter.

Hotels

All participants are kindly requested to make your own hotel arrangements. For your convenience, please find below a list of some hotels, which are within walking distance or a few bus stops away from the UN. Most hotels in Geneva will offer you a standard UN rate (which is between CHF200-CHF250), if you tell them you are attending a UN meeting at the *Palais des Nations*.

Hotel Mon Repos
Rue de Lausanne, 131
Tel: (41 22) 716 3700
Fax: (41 22) 731 5260
reservations@hmrge.ch
<http://www.hmrge.ch>

Hotel Eden
Rue de Lausanne, 135
Tel: (41 22) 909 3909
Fax: (41 22) 909 3993
info@eden.ch
<http://www.eden.ch/>

Hotel Royal Manotel
Rue de Lausanne, 41
Tel: (41 22) 906 1414
Fax: (41 22) 906 1499
royal@manotel.com
<http://www.manotel.com>

Hotel Warwick
Rue de Lausanne, 14
Tel: (41 22) 731 6250
Fax: (41 22) 738 9935
res.geneva@warwickhotels.com
<http://www.warwickgeneva.com/>

Hotel Epsom Manotel
Rue Richemont, 18
Tel: (41 22) 544 6698
Fax: (41 22) 544 6699
epsom@manotel.com
<http://www.manotel.com>

Hotel Grand Pre
Rue du Grand-Pré, 35
Tel: (41 22) 918 1111
Fax: (41 22) 734 7691
stay@grandpre.ch
<http://www.grandpre.ch/>

Transportation from the Airport & within the City

There are taxis, trains and buses available from the Airport to the centre of Geneva, which is 10 minutes from the airport. If you will be using the bus service, you will need the Bus No. 10 to the centre of town from the airport, and Bus No. 8, or Trams 13 & 15 to the UN.

Substantive and Logistical Support

For *substantive issues*, please contact the ITF Secretary, Diane Bowen at IFOAM, email: D.Bowen@ifoam.org, Tel (in USA) 1 414 352 5789, Fax 1 252 669 7921.

All matters pertaining to *logistical/administrative support* should be directed to the Coordinator for the 8th meeting, Anna Wissmann, a.wissmann@ifoam.org Tel: 49 228 926 5013.

Further information and documents for this meeting will be posted on the ITF Website, www.unctad.org/trade_env/ITF-organic.