



PERMANENT FORUM ON PEOPLE OF AFRICAN DESCENT

LOGISTIC INFORMATION

1. Background

In August 2021, the General Assembly adopted resolution [75/314](#), which operationalized the [Permanent Forum on People of African Descent](#) as “a consultative mechanism for people of African descent and other relevant stakeholders” and “as a platform for improving the safety and quality of life and livelihoods of people of African descent.”

The Permanent Forum also operates as an advisory body to the Human Rights Council, in line with the programme of activities for the implementation of the International Decade for People of African Descent and in coordination with existing UN mechanisms promoting action to combat racism against people of African descent.

The priority theme of this year’s session is *“Realizing the Dream: A UN Declaration on the promotion, protection and full respect of the human rights of people of African descent.”*

2. Date and venue

The second session of the Permanent Forum is scheduled to take place at the UN Headquarters, New York City, from 30 May to 02 June 2023.

United Nations Headquarters, New York City
United States of America
30 May to 02 June 2023
General Assembly Hall - (30 May)
Conference Room 4 - (31 May to 02 June)

3. Agenda

The draft Programme of Work for the second session can be found on the session’s [sched webpage](#). The Programme includes the main thematic discussions and side events organized in the margins of the second session.



4. Documentation

Written statements received by the Secretariat will be posted on the Permanent Forum webpage. Therefore, all speakers are encouraged to send their statements via email (pfpad@un.org) to ensure they are uploaded to the webpage.

The Permanent Forum will also endeavour to integrate learnings from side events into its work. To facilitate this process, lead event organizers are invited to email general conclusions and recommendations that arise from discussions at their side event to the Permanent Forum Secretariat, by **Thursday, 1 June 2023, at 13:00 NY time**.

5. Access to the United Nations and collection of entry passes

To enter the UN Headquarters, you need to be in possession of a valid UN entry pass. In order to receive a UN entry pass, please register yourself through Indico - <https://indico.un.org/event/1004397>. Please note that **registration is open until Friday, 19 May**.

Entry passes can be collected on **Tuesday, 30 May, from 8: 30 AM to 12: 00 PM** and from **14:00 PM to 16:00 PM** in the lobby of the United Nations Institute for Training and Research (UNITAR) at [801 UN Plaza](#). To collect your pass, please bring your passport or government-issued photo ID.

Entering the United Nations

Due to the high volume of accreditations expected in the morning of Tuesday, 30 May 2023, please arrive at 801 UN Plaza at 8:30 AM to get your entry pass. Please allow 30 - 40 minutes for security check and registration to enter the United Nations.

Please note that passes will NOT be issued to those who did not pre-register. Only participants who have pre-registered in [Indico](#) will be provided with entry passes. The pass must always be worn and visible while on the United Nations premises.

Please note that all participants will receive only one entry pass for the four-day event. Please also note that the pass will not be re-issued if lost or forgotten. Please keep your entry pass in a safe place.

For security reasons, please note that you will not be able to check in or bring in large suitcases or bags beyond the security checkpoint. We apologize for this inconvenience and ask that you plan accordingly.



When requesting a taxi or paratransit to and from the United Nations Headquarters, the drop-off and pick-up location is at 44th Street and 1st Avenue.

To enter the United Nations Headquarters there is an access ramp at the 46th Street and 1st Street Visitors' Entrance. After exiting the security screening area, there are entrances allocated for persons with disabilities to enter the General Assembly Building. Upon entering the building, there is an information desk to ask for additional information. Throughout the UN premises, security officers will guide anyone who needs assistance to the appropriate turnstiles to access the respective areas.

For additional information on accessibility, please check the [accessibility centre map](#) and the accessibility Centre website: <https://www.un.org/dgacm/en/content/accessibility>.

[Access to facilities inside the building](#)

- There is an accessible bathroom in 1B with extra room to maneuver.
- There is a Braille removable cover for voting buttons (for Member States).
- The UN General Assembly Hall has a section of accessible seating, accessible seating on stage, and access to the podium for wheelchair users.
- There is a meditation room dedicated to silence located on the first floor of the General Assembly building. This room can provide a quiet space to limit auditory, visual, and other input.

[7. Visa](#)

It is the full responsibility of the participant to comply with all requirements and instructions regarding an entry visa to the United States as well as to apply for the visa well in advance. Please also remember to check for any transit visas, if required.

Information regarding US visa requirements can be found on this website: <http://usembassy.state.gov/>

Please be advised that visas are issued at the discretion of the Government of the United States of America. The Secretariat of the Permanent Forum is not responsible for sponsoring visas for general participants.

[8. Accommodation](#)

Kindly be informed that you are responsible for making your reservations for accommodation. Finding reasonably priced hotels in New York City can be a challenge, therefore it is recommended that you start as early as possible.



All participants are expected to make their own local transportation arrangements for airport transfer to/from their hotel of choice. Transportation information for the 3 main airports serving New York City can be found online at <http://www.panynj.gov/airports/>.

Taxis are also available at all major New York area airports. Additionally, the AirTrain at JFK Airport connects to the A and E lines of the New York city subway, while the New Jersey Transit train service connects Newark Airport to Pennsylvania Station in Manhattan, New York.

10. Local transportation

Local transportation options, including subway, buses, and MetroCard related information can be found at <http://www.mta.info/>.

Transportation close to UNHQ – Grand Central (4,5,6,7, Times Square Shuttle, and Metro-North trains); 53 and Lexington (E, M).

11. Local time

The time zone in New York is (GMT/UTC -5). For the time difference between New York and your city/country of residence, please refer to: <http://www.timeanddate.com/worldclock>

12. Safety and security

BEWARE OF PICKPOCKETS AND DON'T LEAVE YOUR LUGGAGE UNATTENDED (even at UN premises)!

All participants to the session should exercise caution while transiting in public areas as well as when using ATM machines or money exchange tellers. Spare credit cards, travel documents and valuable items must be kept in a secure place.

Please note that it is the traveller's responsibility to comply with immigration, customs and health requirements to enter the country.

13. Insurance

The Secretariat of the Permanent Forum does NOT cover insurance of the participants during their stay in the United States. Participants are responsible for obtaining all necessary insurance for the duration of their travel.



Pharmacies and Medical Services are located throughout New York City. The following pharmacies and medical services are listed based on convenience and proximity to the United Nations Headquarters.

Pharmacies

- **CVS Pharmacy:** (150 E 42nd Street) Open 24 hours, 7 days a week (there are various locations)
- **Walgreens:** (1000 2nd Ave) Open 24 hours, 7 days a week (there are various locations)
- **Duane Reade:** (300 E 39th St) Mon-Fri: 08:00 AM—8:00 PM, Sat-Sun: 9:00 AM- 6:00 PM

Hospitals/Urgent Care

- **NY Hotel Urgent Medical Services:** 952 5th Ave #1D, New York, NY 10075 (open 24 hours)
- **CityMD:** 1150 3rd Avenue, New York, NY 10065, open until 8:00 PM (depends on health insurance coverage)
- Union Square Urgent Medical Care (110 W. 14th Street), (Monday through Friday, 9:00 a.m.–9:00 p.m./Saturday 9:00 a.m.–8:00 p.m./Sunday 9:00 a.m.–6:00 p.m.)
- **NYU Langone Medical Center:** 550 1st Avenue
- **New York Presbyterian Weill Cornell Medical Center:** 1300 York Avenue, New York, NY 10065

15. Currency

The United States dollar is the official currency of the U.S. To learn more about the US currency please visit <https://shorturl.at/suHOV>.

16. Telecommunication

The international code for the United States is +1.

17. Contact information

If you have any questions concerning to the meeting, or for any other logistical queries, please contact the Secretariat of the Permanent Forum at pfpad@un.org

Please note that the United Nations does not charge fees for participation in sessions of the Permanent Forum on People of African Descent.