



# UNHCR

United Nations High Commissioner for Refugees  
Haut Commissariat des Nations Unies pour les réfugiés

## High Commissioner's Dialogue on Protection Challenges *Protecting the Internally Displaced: Persisting Challenges and Fresh Thinking*

11-12 December 2013  
Palais des Nations, Geneva

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### INFORMATION NOTE

#### I. ORGANIZATION

##### Date and place

1. The sixth meeting of the High Commissioner's Dialogue on Protection Challenges will be held at the Palais des Nations in Geneva on Wednesday, 11 and Thursday, 12 December 2013. The plenary session will take place in Room XVII.

##### Timing of the meeting

2. The Dialogue will last for one and a half days. It will run from 10 a.m. to 1 p.m. and 3 p.m. to 6 p.m. on 11 December, and from 10 a.m. to 1 p.m. on 12 December. Participants are requested to be punctual at the start of each session so as to make the best use of the time available.

3. After a short plenary session, which will be opened by the UN High Commissioner for Refugees, the meeting will break up into four roundtables. These roundtables will continue in the morning of 12 December.

4. The Dialogue will conclude with a final plenary session in the late morning of 12 December, during which a report on the roundtables will be given. For more information, please see the Dialogue website: <http://www.unhcr.org/hc-dialogue>.

##### Conduct of the meeting

5. In order to encourage interactive exchanges and sharing of information, participants are requested not to read out prepared statements. All participants are encouraged to bear in mind the purely humanitarian and non-political nature of the High Commissioner's mandate and work, and the operational focus of the Dialogue. So as to

assure optimal interpretation during this free-flowing exchange, delegations are asked to speak slowly and clearly.

6. In this same vein, there will not be a speaker's list or any formal rules of precedence. Plenary seating will be arranged in an informal manner, allowing for the interspersing of delegations.

##### Interpretation

7. In the plenary sessions, participants may speak in any one of the official languages of the United Nations (Arabic, Chinese, English, French, Russian or Spanish). Information on the languages available in each roundtable will be provided in due course.

##### Outcome

8. Following the report of the roundtables, the High Commissioner will provide a summing up of the deliberations as a whole. There will be no formal report of the proceedings. The summing up will be made available after the meeting. Points raised, information shared and conclusions drawn will not be attributed to any specific speaker or delegation.

##### Cocktail

9. A cocktail will be held from 6:15-7:30 p.m. in the *Salle des Pas Perdus* on Wednesday, 12 December.

#### II. REGISTRATION

10. All participants (including Geneva-based delegations) are requested to use the online registration system. Log-in information may be found in the letter of invitation.

11. **Registration must be completed by Friday, 15 November** at the latest. Timely

registration is essential in order for the Secretariat to facilitate access to the Palais des Nations for participants not based in Geneva.

12. In addition to online registration, delegations are requested to **send by 30 November a note verbale/letter of accreditation** with the names and exact titles, *in order of hierarchy*, of all representatives attending the session, to: [hqsecdpc@unhcr.org](mailto:hqsecdpc@unhcr.org).

13. For any questions or if you need any additional assistance, please contact the Secretariat by email: [hqsecdpc@unhcr.org](mailto:hqsecdpc@unhcr.org).

14. Representatives of invited non-governmental organizations may also contact UNHCR's Inter-Agency Unit ([interagency@unhcr.org](mailto:interagency@unhcr.org)) for any additional queries.

### III. ACCESS TO PALAIS DES NATIONS

15. For participants not already accredited with the UN in Geneva, please be sure to print your registration confirmation and bring it with you to collect your badge at the UN security office.

16. Badges can be collected in person as of Tuesday, 10 December 2012, at 2 p.m., at the United Nations security identification office located at the Pregny Gate entrance to the Palais des Nations.

### IV. DOCUMENTS

#### Agenda and background documentation

17. Information and documentation for the Dialogue can be found on UNHCR's webpage: <http://www.unhcr.org/hc-dialogue>.

#### List of participants

18. An informal list of participants will be made available on the second day of the Dialogue.

### V. MISCELLANEOUS INFORMATION

#### Visas and accommodation

19. All conference participants who normally require visas to enter Switzerland are urged to acquire valid entry visas prior to their departure. The Secretariat is not responsible

for visa arrangements. No provisions can be made for participants to obtain such visas upon arrival at Geneva Cointrin Airport.

20. The Secretariat is not in a position to arrange for accommodation. Participants who wish information on hotel accommodation in Geneva may see the Geneva Tourism Office at: <http://www.geneva.ch>.

#### Health advisory

21. Participants attending the High Commissioner's Dialogue are encouraged to bring with them proof of health insurance with international coverage, in the event that they would need medical care during their stay in Switzerland.

#### Security advice

22. The UN Security and Safety Service has advised that there is little storage capacity for luggage at the Palais des Nations. Once the storage capacity is reached, no additional luggage will be admitted.

23. Participants are reminded to wear their UN security identification badges at all times.

#### UN-Palais des Nations / UNHCR

24. Please see the United Nations Office at Geneva (UNOG) website: [www.unog.ch](http://www.unog.ch) for a virtual tour of the Palais grounds.

25. UNHCR is located not far from the Palais des Nations: 94 rue de Montbrillant, 1211 Geneva, Switzerland, Tel: +41-22 739 8111 (from town, dial 022-739 8111).

#### Transportation

26. From Cointrin Airport, taxis are available outside the arrival hall. The taxi fare from the airport to the United Nations is approximately SFr 25-30.

27. Bus No. 5 will take you directly from the airport to the Place des Nations.

28. The railway station in Cointrin Airport is located on the same level as the arrival hall, to the left of the exits. All trains stop at Geneva's main Cornavin station.