



# UNHCR

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

## High Commissioner's Dialogue on Protection Challenges *Understanding and addressing root causes of displacement*

16-17 December 2015  
Palais des Nations, Geneva

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### LOGISTICAL NOTE

#### I. ORGANIZATION

##### Date and place

1. The eighth High Commissioner's Dialogue on Protection Challenges, which will focus on the theme of "Understanding and addressing root causes of displacement," will be held at the Palais des Nations in Geneva, Switzerland on 16 and 17 December 2015. The opening and closing plenary sessions will take place in room XIX.

##### Proceedings

2. The Dialogue will last two days and will include a mix of both plenary and thematic sessions. It will begin with a plenary session on 16 December from 10:00-13:00 and conclude in plenary on 17 December from 15:00-18:00.

3. The Dialogue will be opened by the High Commissioner for Refugees on the morning of 16 December. The opening will include a keynote statement and panel presentations from a number of guest speakers, followed by a discussion in plenary. Three thematic sessions will take place on the afternoon of 16 December and the morning of 17 December. The Dialogue will then reconvene in plenary in the afternoon of 17 December, with reports on the thematic sessions followed by a continuation of the discussion in plenary. At the end of the afternoon, the High Commissioner will provide a summing up of the deliberations as a whole.

4. This year, the Dialogue will also feature a debate on protection and prevention, co-chaired by the High Commissioner and the Emergency Relief Coordinator, which will take place on 16 December from 14:00-15:45 in room XIX.

5. For more details, including on the side events, please refer to the tentative schedule on the Dialogue website:

<http://www.unhcr.org/hc-dialogue2015>.

##### Conduct of the meeting

6. In order to encourage interactive exchanges and sharing of information, participants are requested not to read out prepared statements. There will not be a speaker's list or formal rules of procedures.

7. In this vein, plenary seating will be arranged in an informal manner, allowing for the interspersing of delegations. As space in room XIX will be tight, States and organizations are asked to limit their participation, occupying one seat at the desk and one behind. Extra seating will be available in designated areas on either side of the room and in the gallery.

8. Participants are encouraged to bear in mind the purely humanitarian and non-political nature of the High Commissioner's mandate and work, and the informal character of the Dialogue. Due to limited time and the large number of participants expected, delegates are advised to limit their interventions to three minutes.

##### Interpretation

9. In the plenary, participants may speak in any one of the official languages of the United Nations (Arabic, Chinese, English, French, Russian and Spanish). Information on the languages available in the thematic sessions and other events may be found on the tentative schedule.

##### Outcome

10. There will be no formal report of the proceedings. The summaries of the thematic sessions and the High Commissioner's 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.

##### Reception

11. Courtesy of the Government of the Swiss Confederation, a reception will be held from 18:15-19:30 in the Salle des Pas Perdus at the Palais des Nations on 16 December 2015.

## II. REGISTRATION

12. **The deadline for registration was 16 November. If your delegation has not yet registered, please do so immediately. Late registration may affect your delegation's inclusion in the list of participants.**

13. States and intergovernmental organizations are requested to send a note verbale with the names and exact titles, *in order of hierarchy*, of all representatives attending the Dialogue, to the Secretariat ([hqsecdpc@unhcr.org](mailto:hqsecdpc@unhcr.org)).

14. Representatives of non-governmental organizations should register with UNHCR's Partnership Section ([interagency@unhcr.org](mailto:interagency@unhcr.org)).

15. All other participants are requested to send a letter of accreditation with their name and exact title to the Secretariat ([hqsecdpc@unhcr.org](mailto:hqsecdpc@unhcr.org)).

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

## III. ACCESS TO PALAIS DES NATIONS

17. Participants who are not accredited with the United Nations Office at Geneva (UNOG) (i.e. who do not possess a UNOG identification badge enabling access to the Palais des Nations) will be provided with a visitor's badge. This may be collected at the UNOG Pass and Identification Unit located at the Pregny Gate entrance to the Palais des Nations, as of 15 December 2015, beginning at 14:00.

## IV. DOCUMENTS

18. The agenda and background information on the theme of the Dialogue may be found on UNHCR's webpage: <http://www.unhcr.org/hc-dialogue2015>.

### List of participants

19. After the Dialogue, an informal list of participants will also be made available on the webpage.

## V. MISCELLANEOUS INFORMATION

### Visas and accommodation

20. All conference participants who normally require visas to enter Switzerland must acquire valid entry visas prior to their departure. The Secretariat is not responsible for visa arrangements.

21. The Secretariat is not in a position to make arrangements for accommodation. Participants who wish to obtain information on hotel accommodation in Geneva may wish to consult the Geneva Tourism Office at: <http://www.geneve-tourisme.ch/en/home/>.

### Health advisory

22. 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

23. The UNOG Security and Safety Service has advised that there is limited storage capacity for luggage at the Palais des Nations. Once the storage capacity is reached, no additional luggage will be admitted. Access to the Palais des Nations with large luggage is not authorized.

24. Participants are reminded to wear their UNOG identification badges at all times.

### UNOG-Palais des Nations / UNHCR

25. A map of the Palais des Nations is available at: <http://bit.ly/1r1ib83>.

26. UNHCR is located near the Place des Nations at 94 rue de Montbrillant.

### Transportation

27. From Cointrin Airport, taxis are available outside the arrival hall. The taxi fare from the airport to the UNOG is approximately 25-30 Swiss francs.

28. Bus no. 5 will take you directly from the airport to the Place des Nations. Free 80-minute public transit tickets, which are also valid on trains going to Geneva's main station, are available upon arrival in the luggage pick-up area at the airport.

29. 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 station. You may then reach the Place des Nations by taking tram no. 15.