



UNHCR

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

High Commissioner's Dialogue on Protection Challenges

Roundtable of Mayors

"Humanitarian Challenges in the Context of Urbanization"

(Geneva, 8 December 2009, 3 p.m. to 6 p.m., Room XXVII, Palais des Nations)

INFORMATION NOTE

I. ORGANIZATION

Date and place

1. In connection with the third High Commissioner's Dialogue on Protection Challenges (9-10 December 2009), UNHCR, the City of Geneva, and The Hague Process on Refugees and Migration have joined efforts to ensure that the Dialogue is informed by the views of mayors and municipal authorities.

2. This is the purpose of the half-day "Roundtable of Mayors: Humanitarian Challenges in the Context of Urbanization", which will take place on the afternoon of 8 December 2009 in Room XXVII at the Palais de Nations in Geneva, Switzerland.

3. *The roundtable is only open to mayors, governors, and representatives of networks of cities.*

4. Notices will be posted on the electronic bulletin boards at doors C6 and E40.

Timing and conduct of meeting

5. The session will run from 3 p.m. to 6 p.m. It will be opened by United Nations High Commissioner for Refugees António Guterres. The Mayor of Geneva, Rémy Pagani, will co-chair the deliberations.

6. Participants are requested to be punctual at the start of the session so as to make the best use of the time available.

7. The discussions will take the form of a free and frank exchange of views in a plenary session.

8. Given the interactive nature of the roundtable, participants are requested not to read out prepared statements. They should also keep their interventions concise, to give all participants the opportunity to take the floor. Time allowing, participants may make more than one intervention.

9. Participants may speak in one of the following languages: Arabic, English, French, Russian or Spanish. Simultaneous interpretation will be provided.

Conclusion

10. There will be no formal report of the proceedings. They will conclude with a summary by the Co-Chairs. The Mayor of Geneva has kindly agreed to present the summary orally on Wednesday, 9 December 2009, during the opening plenary session of the *High Commissioner's Dialogue on Protection Challenges*.

Reception

11. Following the conclusion of the roundtable, the Executive Council of the City of Geneva will host a cocktail in honour of all participants at the historic Palais Eynard, adjacent to Geneva's old town.

II. REGISTRATION OF PARTICIPANTS

12. Participants are requested to inform the Secretariat in writing – as soon as possible and by 2 December 2009 at the latest – of the names and titles of the member(s) of their respective delegations, as well as their working language.

13. Notification may be sent to the Secretariat by email to: hqsecdpc@unhcr.org, or by fax to: (+41-22-739-7348).

14. Timely registration is essential in order for the Secretariat to facilitate access to the Palais des Nations for participants (see paragraphs 15 and 16 below).

III. ACCESS TO PALAIS DES NATIONS

15. The attached request for a temporary badge should be completed individually by each participant and returned to the Secretariat (email: hqsecdpc@unhcr.org or fax: +41-22-739-7348), as soon as possible and by 2 December 2009 at the latest.

16. Temporary security identification badges can be collected in person on the morning of Monday, 7 December 2009 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. A more detailed agenda and background documentation for the roundtable will be made available in due course on UNHCR's web site. These documents will be available in English and French. This information can be found at <http://www.unhcr.org/hc-dialogue>

List of participants

18. An informal list of participants will be made available during the roundtable.

V. MISCELLANEOUS INFORMATION

Visas and accommodation

19. All conference participants who normally require visas to enter Switzerland are urged to acquire valid entry visas for Switzerland 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's Cointrin Airport.

20. The Secretariat is not in a position to arrange for accommodation. Participants who require information about hotel accommodation in Geneva can contact the Geneva Tourism Office at: <http://www.geneva.ch>. Alternatively, a list of hotels with UN preferential rates is available on the following web page: <http://www.unhcr.org/ngo-consultations/2009-list-of-hotels-UN-preferential-rates.pdf>

Health Advisory

21. In view of the decision by the World Health Organization (WHO), on 12 June 2009, to raise the Influenza A (H1N1) pandemic alert to phase six, participants attending the roundtable are reminded to kindly bring proof of health insurance with international coverage with them should they need to go to a hospital for emergency care during their stay in Switzerland.

Security advice

22. The Security and Safety Service of UNOG has advised that there is a small amount of storage capacity for luggage at the Palais des Nations. Once storage capacity is reached, no further luggage will be admitted.

23. It is recommended not to leave briefcases and other personal items unattended. Participants are also reminded to wear their UNOG security identification badges at all times.

ROUND TABLE OF MAYORS
HUMANITARIAN CHALLENGES
IN THE CONTEXT OF URBANIZATION
8 DECEMBER 2009
PALAIS DES NATIONS, GENEVA

TABLE RONDE DES MAIRES
DEFIS HUMANITAIRES
DANS LE CONTEXTE DE L'URBANISATION
8 DECEMBRE 2009
PALAIS DES NATIONS, GENEVE

COUNTRY / PAYS :

TOWN / VILLE :

Will participate/participera Will not participate/ne Participera pas
in the High Commissioner's Dialogue (9-10 December 2009)/
au Dialogue du Haut Commissaire (9-10 Decembre 2009)

UNOG IDENTIFICATION BADGE REQUESTED FOR :
DEMANDE DE MACARON D'IDENTIFICATION ONUG POUR:

MR. MRS. MS.

FAMILY NAME/ NOM DE FAMILLE

FIRST NAME/ PRÉNOM

POSITION/ FONCTION

PASSPORT NUMBER/ NUMÉRO DE PASSEPORT

EXPIRY DATE/ DATE DE VALIDITÉ

EMAIL ADDRESS/ ADRESSE ÉLECTRONIQUE

PERMANENT OFFICIAL ADDRESS/ ADRESSE PERMANENTE OFFICIELLE

THIS FORM MUST BE FILLED IN LEGIBLY (PLEASE PRINT OR TYPE) AND SENT TO SECRETARIAT BY MAIL, E MAIL (SCANNED COPY TO HQSECDPC@UNHCR.ORG) OR FAX (+ 41 22 739 7348) **NO LATER THAN 2 DECEMBER 2009.**

CE FORMULAIRE DOIT ÊTRE REMPLI EN CARACTÈRES D'IMPRIMERIE ET ENVOYÉ AU SECRETARIAT PAR COURRIER, COURRIER ELECTRONIQUE (COPIE SCANNEE À HQSECDPC@UNHCR.ORG) OU TELECOPIE (+ 41 22 739 7348) LE **2 DÉCEMBRE 2009 AU PLUS TARD.**