



New York Resource Guide

Meeting of the Technical Subgroup for the International Standard Industrial Classification (ISIC)

18 - 20 June 2019

Conference Room S-2724 and S-2725

Secretariat Building

United Nations Headquarters, New York City

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1 Introduction

This resource guide has been compiled to assist you in the preparation for your trip to New York to participate in the Meeting of the Technical Subgroup for the International Standard Industrial Classification (ISIC).

2 Meeting Information

Title

Meeting of the Technical Subgroup for the International Standard Industrial Classification (ISIC).

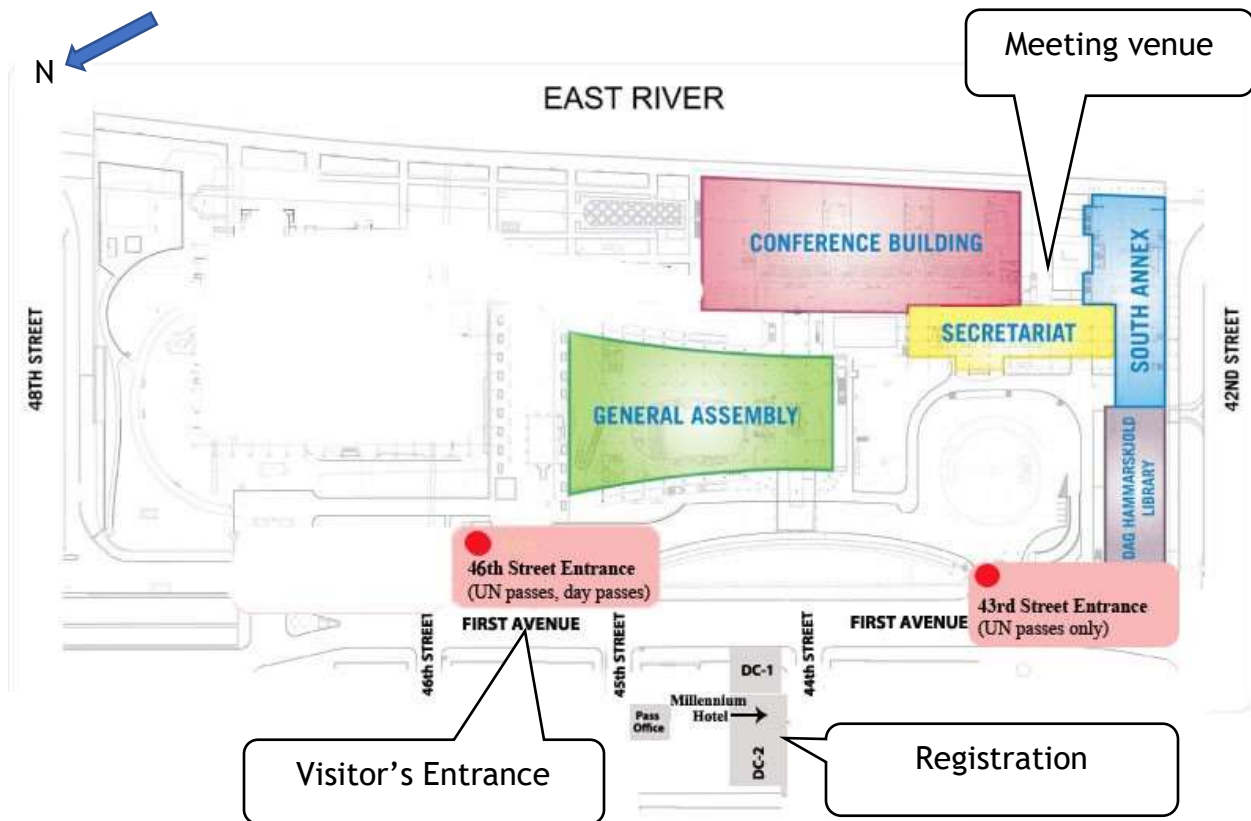
Date and time of the meeting

The meeting will be held from 9:00am to 5:00pm on 18 - 20 June 2019. Please refer to the Meeting Agenda for any possible changes. On the first day of the meeting, please arrive at 8.30am at the lobby of the DC-2 building for registration and grounds pass (see next section on Registration and Grounds Passes).

Venue

Participants will need to enter UNHQ be through the Visitor's Entrance, 1st Avenue at 46th St., New York, NY 10017.

Meeting will be held in the Secretariat Building, Conference Rooms S-2724 and S-2725 (see map on next page).



Registration and Grounds Passes

Participants will be met in the lobby of the DC-2 building, 2 United Nations Plaza, E. 44th Street between 1st and 2nd Avenues on 18 June between 8:30 a.m. and 8:55 a.m. by one UNSD staff member who will give them a temporary United Nations grounds pass. The grounds pass is required at all times to enter all United Nations buildings. Please bring your valid photo ID (passport, driver license).

If you arrive later than 9:00 a.m. please notify Ms. Zhiyuan Qian (Jerry) at +1 (347)741-2039 or qian@un.org to make arrangements to pick up your grounds pass. You can call him at ext. 34551 from the lobby of DC-2 building.

Map of the UNHQ vicinity

Visitor's Entrance

1st Avenue

between E 45 & E 46 street

DC-2 Building

E. 44th Street between
1st and 2nd Avenues

UNHQ

Address and Contact Numbers

Mr. Zhiyuan Qian (Jerry)

Address: DC2-1535A, 2 UN Plaza, New York 10017

Cell: (1-347) 741-2039

Office: (1-212) 963-4551

Email: qian@un.org; Business_Stat@un.org

Facilities and services for the meeting

Wi-Fi is available free of charge in the Secretariat Building. The Wi-Fi network for participants is UNHQ-GUEST, which does not require a password. However no printer is available in the meeting rooms. Please contact Mr. Qian in advance if you need to print documents.

Working Languages of the Meeting

The Meeting will be conducted in English only and all documentation will be in English. No interpretation service will be available.

Immigration Requirements

Participants should contact their nearest United States of America embassy or consulate on visa requirements and obtain the appropriate entry permit where necessary as early as possible.

The official invitation letter is generally sufficient to be used as supporting documentation for visa (entry permit) request. Please contact us at Business_Stat@un.org should there be any issues with obtaining visa for the purpose of attending this event.

3 New York Information

Meals

The following options are available within United Nations Headquarters:

- Lobby Café - Secretariat Building, ground floor
- Café de la Paix - Secretariat Building, 1st Basement
- Riverview Cafeteria - Conference Building, 4th floor South
- Vienna Café and Visitors Café - General Assembly Building, 1st Basement South

Various restaurants are also available within a short walking distance of United Nations Headquarters.

Hotels and Other Accommodations

Arrangements for hotels need to be made by individual participants (or their Mission) at hotels of their own choice. A list of hotels in the vicinity of the UN is provided below.

Please note that a credit card is normally required to make a reservation, participants should plan accordingly.

Participants can contact hotels directly and make reservations. Participants can also contact their country's Mission to the United Nations which may be able to assist them (contact details for missions can be found at www.un.org/Overview/missions.htm).

Participants should make the necessary reservations at least one week prior to the event.

Below are some popular web sites for hotels:

www.expedia.com

www.hotels.com

www.orbitz.com

Hotels in the vicinity of the United Nations

Below is the list of hotels located in the vicinity of the United Nations (walking distance to the UN).

Hotel	Address	Telephone	Website
ALGONQUIN	59 W. 44th St.	(1-212) 840.6800	www.algonquinhotel.com
AMBASSADOR	140 E. 63rd St.	(1-212) 838.5700	-
BEDFORD	118 E. 40th St.	(1-212) 697.8100	www.bedfordhotel.com
BEEKMAN	3 Mitchell Place (E. 48th and 1st Ave.)	(1-212) 355.7300	www.affinia.com
BENJAMIN	125 E. 50th St.	(1-212) 753.2700	www.thebenjamin.com
BENTLEY	500 E. 62nd St.	(1-212) 644.6000	-
CROWNE PLAZA AT THE UNITED NATIONS	304 E. 42nd St.	(1-212) 986.8800	www.ichotelsgroup.com
DIPLOMAT RESIDENCE	210 E. 47 th St.	(1-212) 371.6029	-
EASTGATE TOWER	222 E. 39th St.	(1-212) 687.8000	www.affinia.com
DYLAN	52 E. 41st St.	(1-212) 338.0500	www.dylanhotel.com
ENVOY CLUB	377 E. 33rd St.	(1-212) 481.4600	-
FITZPATRICK	141 E. 44th St.	(1-212) 351.6872	www.fitzpatrickhotels.com
HELMSLEY PARK LANE	36 Central Park South	(1-212) 521.6239	www.helmsleyhotels.com

MARCEL	201 E. 24th St.	(1-212) 696.3800	-
MELROSE HOTEL	140 E. 63rd St.	(1-212) 838.5700	www.melrosehotelnewyork.com
METROPOLITAN	569 Lexington Ave.	(1-212) 752.7000	www.metropolitanhotelnyc.com
MIDDLETOWN HELMSLEY	148 E. 48th St.	(1-212) 755.3000	www.helmsleyhotels.com
MILLENNIUM HOTEL	1 UN Plaza (E. 44th St at 1st Ave)	(1-212) 758.1234	www.millenniumhotels.com
NEW YORK HELMSLEY	212 E. 42nd St.	(1-212) 490.8900	www.helmsleyhotels.com
PICKWICK ARMS	230 E. 51 st St.	(1-212) 355.0300	www.pickwickarms.com
RADISSON	511 Lexington Ave.	(1-212) 755.4400	www.radisson.com
ROGER SMITH*	501 Lexington Ave.	(1-212) 755.1400	www.rogersmith.com
SAN CARLOS	150 E. 50 th St.	(1-212) 755.1800	www.sancarloshotel.com
WARWICK	65 W. 54 th St.	(1-212) 247.2700	www.warwickhotelny.com

Hotels which are a long walk or a non-walking distance from the UN

The hotels listed below are located further from the United Nations Complex (long walk or non-walking distance to the UN).

Hotel	Address	Telephone	Website
Affinia Dumont	150 East 34th Street (Lexington and Third Avenues)	(1-212) 481-7600	www.affinia.com
Belleclaire Hotel	250 W. 77 th Street	(1-212) 362-7700 Fax: (1-212) 3621004	www.hotelbelleclaire.com e-mail: reservations@hotelbelleclaire.com
Carlton Arms Hotel	160. E. 25 th Street	(1-212) 679-0680	www.carltonarms.com e-mail: artbreakhotel@aol.com
Chelsea Hotel	222 West 23rd Street (7th and 8th Avenues)	(1-212) 243-3700	www.hotelchelsea.com

Doubletree Metropolitan	569 Lexington Avenue (51st Street)	(1-212) 752-7000	www.metropolitanhotelnyc.com
Excelsior Hotel	45 West 81st Street (Central Park West and Columbus Avenue)	(1-212) 362-9200	www.excelsiorhotelnyc.com
Gershwin Hotel	7 East 27th Street (Madison & 5th Avenues)	(1-212) 545-8000 Fax: (1-212) 6845546	www.gershwinhotel.com e-mail: reservations@gershwinhotel.com
Hotel QT	125 West 45th Street (Avenue of the Americas and 7th Avenue)	(1-212) 354-2323	www.hotelqt.com
Hotel Riverview	113 Jane Street (between W. 12 & 14 th Streets)	(1-212) 929-0060 Fax: (1-212) 6758581	www.hotelriverview.com e-mail: Hriverview@aol.com
Hotel Stanford	43 West 32nd Street (Broadway and 5th Avenue)	(1-800)-365-1114	www.hotelstanford.com
Hudson Hotel	356 West 58th Street (8th and 9th Avenues)	(1-212) 554-6000	www.hudsonhotel.com
The Macaw Guesthouses	106 E. 101 st Street	(1-212) 348-4643	www.themacawguesthouse.com
Off SoHo Suites Hotel	11 Rivington Street (Bowery and Chrystie Streets)	(1-800)-633-7646	www.offsoho.com
The Time	224 West 49th Street (Broadway and 8th Avenue)	(1-877)-846-3692	www.thetimeny.com

Hostels

Hostel	Address	Telephone	Website
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Central Park Hostel	19 West 103 rd Street	(1-212) 678-0491 Fax: (1-212) 678-0453	www.centralparkhostel.com e-mail: info@centralparkhostel.com
Hostelling International	891 Amsterdam Avenue	(1-212) 932-2300 Fax: (1-12) 932-2574	www.hinewyork.org e-mail: reserve@hinewyork.org

Apartment/Residences/International Houses/YMCA

Name	Address	Telephone	Website
Chelsmore Apartments	205 W. 15 th Street (between 7 th & 8 th Avenues)	(1-212) 924-7991 Fax: (1-212) 727-7284	www.chelsmore.com e-mail: reservations@chelsmore.com
DeHirsch Residence Operated by 92 nd Street YMCA	1395 Lexington Ave (at 92 nd St)	(1-212) 415-5650 (1-800) 858-4692 Fax: (1-212) 415-5578	www.92ndsty.org e-mail: dehirsch@92ndsty.org
Harlem YMCA	180 W. 135 th St.	(1-212) 281-4100	e-mail: harlemguestrooms@ymcanyc.org
Vanderbilt YMCA	224 E. 47 th St (between 2 nd & 3 rd Avenues)	(1-212) 756-9600 Fax: (1-212) 752-0210	www.ymcanyc.org

Airports

There are 3 major airports serving New York City. They are:

1. **John F. Kennedy International Airport:** Phone: 1-718-244-4444. Located in Queens, New York, about 15 miles from Midtown Manhattan.
2. **Newark Liberty International Airport:** Phone: 1-973-961-6000. Located in Newark, New Jersey, about 16 miles from Midtown Manhattan.
3. **La Guardia Airport:** Phone: 1-718-533-3400. Located in Queens, New York about 8 miles from Midtown Manhattan.

Information regarding these 3 airports can be accessed online at:

<http://www.panynj.gov/airports/>

Airport Transportation

Complete transportation information for the above 3 airports can be obtained by calling **Air-Ride** ph: 1-800-AIR RIDE (toll free number within the U.S.). Please find below the options of transportation from the airports to Midtown Manhattan:

Note: some fares may have recently changed, so there could be differences between fares shown here and current fares.

From JFK International Airport

Service	Fare	Estimated Time of Arrival	Frequency	Notes
<p>AirTrain JFK (www.panynj.gov/airtrain) Connection with NYC subway (www.mta.info/nyct/subway) Connection with Long Island Railroad (LIRR) direct to Penn Station (www.mta.info/lirr)</p>	<p>\$5 Enter/Exit Fare + Subway Fare (\$2.75) \$5 Enter/Exit Fare + Train Fare (Peak hrs:\$6.75, off-peak hrs \$4.75) On weekends, there is CityTicket which costs \$4.25 from Jamaica to Penn Station by LIRR</p>	<p>55 minutes 40 minutes</p>	<p>Service available 24 hrs. Air Train:4-10 minutes Subway:4-12 minutes. LIRR: 2-22 minutes depending on the time of the day.</p>	<p>There is an additional \$1 MTA fee for new MetroCards. Connect to “E” subway train/LIRR at ‘Jamaica Station’. Use pay-per-ride Metrocard is required to ride Air Train.</p>
<p>New York City Airporter (1-718) 777-5111 (http://www.nyairporter.com)</p>	<p>Round Trip \$35 (one-way \$19)</p>	<p>45 - 65 minutes (longer at peak hours)</p>	<p>Every 20-30 minutes 6:00 a.m. - 11:30 p.m.</p>	<p>Grand Central Terminal (bus stops at corner of E 41st Street and Lexington)</p>

<p>SuperShuttle Manhattan</p> <p>Shared door to door minibus 1-800-258-3826 (www.supershuttle.com)</p>	<p>\$20</p>	<p>45 – 75 minutes (depending on traffic)</p>	<p>Available 24 hours.</p>	<p>No reservation is required for trip from Airport to Manhattan. Follow the signs to Ground Transportation Desk near the Baggage Claim area. Ask an agent to arrange for service or call Super Shuttle directly from the courtesy phone.</p> <p>24-48 hours reservations required for return service.</p>
<p>Taxi</p>	<p>Flat rate \$52 plus tolls (\$5.76) and tips.</p> <p>Surcharges may apply</p> <p>(10-15% is customary).</p>	<p>40 - 60 minutes (longer at peak hours).</p>	<p>Available 24 hours a day.</p>	<p>Follow the signs to Taxi Stands in front of terminals.</p>

From Newark Liberty International Airport

Service	Fare	Estimated Time of Arrival	Frequency	Notes
<p>AirTrain Newark</p> <p>(http://www.panynj.gov/airtrainnewark/what.index.html)</p> <p>1-800-AIR RIDE Connection with NJTransit (www.njtransit.com)</p> <p>1-800-772-2222 or (973) 762-5100</p>	<p>AirTrain Newark + NJ Transit Fare (\$12.50) to Penn Station in Manhattan</p>	<p>40 minutes</p>	<p>Air Train: 8-12 minutes. Available 24 hours.</p> <p>NJ Transit: 7-30 minutes depending on the time of the day between 4:46 a.m. and 1:55 a.m. For exact times check www.njtransit.com or call 1-800-626RIDE</p>	<p>Take Air Train to 'Newark Int'l Airport Station' and transfer the NJ Transit Trains to New York Penn Station.</p>

<p>Newark Airport Express 1-877- 8-NEWARK 1-877 863-9275 (http://www.panynj.gov/aviation/egtsfram.htm)</p>	<p>\$30 round-trip or \$17 oneway.</p>	<p>30 - 60 minutes (longer at peak hours)</p>	<p>Every 20-30 minutes 4:00 a.m. - 11:00 p.m.</p>	<p>Drop off service to Grand Central Terminal (120 E. 41st St, between Park and Lexington Ave.), Port Authority (E. 42nd St and 8th Ave) or Penn Station (W. 34th st and 8th Ave)</p>
<p>SuperShuttle Manhattan Shared door to door minibus 1-800-258-3826 www.supershuttle.com</p>	<p>\$23</p>	<p>30 – 60 minutes (longer at peak hours)</p>	<p>Available on demand 24 hours.</p>	<p>No reservation is required for trip from Airport to Manhattan. Follow the signs to Ground Transportation Desk near the Baggage Claim area. Ask an agent to arrange for service or call Super Shuttle directly from the courtesy phone. 24-48 hours reservations required for return service.</p>
<p>Taxi</p>	<p>Flat rate ranging from \$55 to \$60 plus tolls (\$6.50 each way) and tips (10-15%).</p>	<p>40 minutes (longer at peak hours).</p>	<p>Available during flight hours.</p>	<p>Follow the signs to Taxi Stands outside arrival areas.</p>

From La Guardia Airport

Service	Fare	Estimated Time of Arrival	Frequency	Notes
<p>New York City Airporter (1-718) 777-5111 (http://www.nycairporter.com)</p>	<p>\$30 round trip or \$16 one-way</p>	<p>20 - 45 minutes, (longer at peak hours)</p>	<p>Every 20-30 minutes 6:00 a.m. - 11:00 p.m.</p>	<p>Grand Central Terminal (bus stops at corner of E 41st Street and Lexington).</p>

<p>SuperShuttle Manhattan</p> <p>Shared door to door minibus 1-800-258-3826 (www.supershuttle.com)</p>	<p>\$15 - \$19</p>	<p>45 – 75 minutes (depending on traffic)</p>	<p>Available on demand 7:00 a.m. - 11:30 p.m.</p>	<p>No reservation is required for trip from Airport to Manhattan. Follow the signs to Ground Transportation Desk near the Baggage Claim area. Ask an agent to arrange for service or call Super Shuttle directly from the courtesy phone. 24-48 hours reservations required for return service.</p>
<p>Taxi</p>	<p>\$21 - \$30 plus tolls (\$5.76) and tips (10-15% is customary) plus night surcharge (\$0.50 from 8:00 pm to 6:00 am) or weekday surcharge (\$1 Mon to Fri from 4:00 pm to 8:00 p.m.) if applicable.</p>	<p>20 - 30 minutes (longer at peak hours).</p>	<p>Available during flight hours.</p>	<p>Follow the signs to Taxi Stands in front of terminals.</p>

Local Transportation

Subway and buses (www.mta.info) are a convenient way to get around Manhattan. **Metro Card** valid for subway and bus can be purchased at subway stations.

Pay-per-Ride (regular MetroCard): trip fare is \$2.75.
 7-Day Metro Card costs \$32.00 (unlimited ride for one week for one person).

Yellow Cab Taxis are readily available around Manhattan. Taxis are a safe alternative for late night travel when train and buses can be few and far between. It is advisable not to take taxis without meters (illegal taxi), as they could charge exorbitant fares. While taxis are relatively expensive for a single person, they are more affordable with 3 or more riders. The rates for taxis are as follows:

Initial fare..... \$3.30

Each 1/5 mile (4 blocks).....	\$0.50
Each 1 minute idle.....	\$0.50
Night surcharge.....	\$0.50 (after 8:00 p.m. until 6:00 a.m.)
Weekday congestion.....	\$1.00 (4:00 p.m. to 8:00 p.m. on weekdays only)
Additional riders.....	FREE

Pay only what's on the meter, plus a 15-20 per cent gratuity. On all trips within New York City, any bridge and tunnel tolls to the destination shall be paid by the passenger, who shall be so informed before the start of the trip. On all trips within the City of New York, return tolls shall not be charged except for trips over the Cross Bay Veterans, Marine Parkway-Gil Hodges Memorial, and Verrazano Narrows Bridges. On trips beyond the City of New York, all necessary tolls to and from the destination shall be paid by the passenger. There are additional charges for crossings outside the metropolitan area and New Jersey. Passengers are required to pay one way.

Money

The majority of ATMs (Automated Teller Machines) networks in New York City are linked to a network that most likely includes your bank at home. Hence, you would be able to make a cash withdrawal if you have a cash card (ATM Card) that offers **Cirrus** (www.mastercard.com/atmlocator/index.jsp) or **Plus** (www.visa.com/atm), the 2 most popular networks. There are fees and daily limits associated with withdrawing money using the above networks. Please check with your bank at home for this information.

Traveller's cheques are another good and safe alternative. Be sure to keep a record of their serial numbers, so you are ensured a refund in case they are lost or stolen. The 3 most popular traveller's cheque providers are **American Express** (American Express branches www.americanexpress.com), **Visa** (Citibank branches), **MasterCard** (Thomas Cook Currency Services).

Credit Cards are a convenient way to pay for transactions. **American Express**, **Visa** and **Master Card** (among others) are accepted virtually everywhere in New York.

Postal Services

United Nations Post Office
UN Secretariat Building
New York, NY 10017
1st Avenue (between E. 45th and E. 46th St., entry via Visitor's Entrance)

US Postal Offices

884 2nd Ave
New York, NY 10017
(1-800) 275-8777

5 Tudor City Pl
New York, NY 10017
[\(1-800\) 275-8777](tel:18002758777)

Time

Currently local time in New York is GMT-4. For the time difference between New York and your country, please refer to <http://www.timeanddate.com/worldclock/>

Weather

In June, the weather in New York is usually warm, with temperature ranging from 17 - 27 °C. To check for up-to-date weather condition in New York, please refer to <https://weather.com/weather/today/l/10017:4:US>

Medical services

Participants are responsible for making their own insurance arrangements, including life, health and other forms deemed appropriate. The United Nations does not take responsibility for the ill health of any participants during their stay.