



**NEW YORK RESOURCE GUIDE**

**UNITED NATIONS STATISTICS DIVISION  
GLOBAL CONFERENCE ON A TRANSFORMATIVE  
AGENDA FOR OFFICIAL STATISTICS**

**15-16 JANUARY 2015**

**UN HEADQUARTERS, NEW YORK, NY**

## GENERAL INFORMATION

This information note has been compiled to assist you in the preparation for your trip to New York to participate in the Global Conference on a Transformative Agenda for Official Statistics.

### ***Title***

Global Conference on a Transformative Agenda for Official Statistics  
<http://unstats.un.org/unsd/nationalaccount/workshops/2015/NewYork/lod.asp>

### ***Venue***

Conference Room 5 – Conference Building (CB), UN Headquarters, New York, NY

### ***Date and time of the meeting***

The meeting will be held during the period 15 - 16 January 2015.

Morning sessions will start on the first day at 9:15 A.M. and the second day at 10:00 A.M. Afternoon sessions will start at 2:30 P.M. on the first day and 2:00 P.M. on the second day. Afternoon sessions will close at 6:00 P.M.

### ***Registration and Ground Passes***

Participants will be met at the lobby of the UN DC2 building (2 UN Plaza on East 44<sup>th</sup> Street between 1<sup>st</sup> and 2<sup>nd</sup> Avenue) by one of our staff members from 8:30 A.M. to 9:00 A.M. on the first morning of the meeting to give them a temporary United Nations grounds pass and to be escorted to the meeting room. A grounds pass is required at all times to enter all United Nations buildings.

If you are arriving later than 9:00 A.M., please notify UNSD at 1(917) 367-2028 or by email ([jacqueline.chan@un.org](mailto:jacqueline.chan@un.org)) to make arrangements to pick up your grounds pass.

### ***Map of United Nations Vicinity***



United Nations  
Headquarters Complex  
Visitors' Entrance

United Nations Statistics Division  
16th Floor  
Two United Nations Plaza  
44th Street (Between 1st & 2nd Avenues)

United Nations Headquarters Complex  
1st Avenue (Between 42nd & 46th Streets)

### ***Address and Contact Numbers***

Ms. Jacqueline Chan  
Room: DC2-1519A  
Phone: (1-917) 367-2028  
Fax: (1-212) 367-0135  
Email: [jacqueline.chan@un.org](mailto:jacqueline.chan@un.org)

Mr. Herman Smith  
Room: DC2-1516  
Phone: (1-212) 963-4679  
Fax: (1-212) 367-0135  
Email: [smith33@un.org](mailto:smith33@un.org)

### ***Working Language(s) of the meetings***

The Global Conference on a Transformative Agenda for Official Statistics will be conducted in English only.

### ***Immigration Requirements***

Participants should contact relevant United States of America embassies or consulates on visa requirements, and obtain the appropriate entry permit where necessary as early as possible.

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

### ***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** (<http://www.mastercard.com/atmlocator/index.jsp>) or **Plus** ([www.visa.com/atm](http://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](http://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.

## ***Hotels***

**Arrangements for hotels need to be made by individual participants at hotels of their own choice. A list of hotel 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 your country's Mission to the United Nations which may be able to assist you (contact details for missions can be found at <http://www.un.org/en/members/>). Participants should make the necessary reservations at least one week prior to the event.

Below is the list of hotels located in the vicinity of the United Nations.

Below are some popular web sites for hotels:

[www.expedia.com](http://www.expedia.com)

[www.hotels.com](http://www.hotels.com)

[www.orbitz.com](http://www.orbitz.com)

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 UNITED NATIONS STATISTICS DIVISION

HOTEL NAME	HOTEL ADDRESS	TELEPHONE NO.
Affinia	155 East 50 <sup>th</sup> Street	212-751-5710
Affinia Dumont	150 <sup>th</sup> East 34 <sup>th</sup> Street	212-481-7600
Algonquin	59 West 44 <sup>th</sup> Street	212-840-6800
Ambassador	140 East 63 <sup>rd</sup> Street	212-838-5700
Amsterdam Court	226 West 50 <sup>th</sup> Street	212-459-1000
Beekman Hotel	3 Mitchell Place	212-355-7300
Benjamin	125 East 50 <sup>th</sup> Street	212-753-2700
Bentley	500 East 62 <sup>nd</sup> Street	212-644-6000
Crown Plaza Hotel	304 East 42 <sup>nd</sup> Street	212-986-8800
D/Tree Metropolitan	569 Lexington Avenue and 53 <sup>rd</sup> Street	212-752-7000
Eastgate Tower Hotel	222 East 39 <sup>th</sup> Street	212-687-8000
Envoy Club	377 East 33 <sup>rd</sup> Street	212-481-4600
Fitzpatrick	141 East 44 <sup>th</sup> Street	212-784-2520
Grand Hyatt New York	109 East 42 <sup>nd</sup> Street	212-883-1234
Hemsley Middle Town	148 East 48 <sup>th</sup> Street	212-755-3000
Hemsley New York	212 East 42 <sup>nd</sup> Street	212-490-8900
Hemsley Park Lane	36 Central	212-521-6239
Hilton Manhattan East	304 East 42 <sup>nd</sup> Street	212-986-8800
Marcel	201 East 24 <sup>th</sup> Street and 3 <sup>rd</sup> Avenue	212-696-3800
Melrose Hotel	140 East 63 <sup>rd</sup> Street	212-838-5700
Millenium Un Plaza	1 Un Plaza	212-758-1234
Moderne	243 West 55 <sup>th</sup> Street	212-397-6767
Paramount Hotel	235 West 46 <sup>th</sup> Street	212-764-5500
Pod Hotel	230 E 51 <sup>st</sup> Street	212-355-0300
Radisson Lexington	511 Lexington Avenue	212-755-4400
Roger Smith	501 Lexington Avenue	212-755-1400
Shelburne Murray Hill	303 Lexington Avenue	212-689-5200
Southgate Tower Hotel	371 7 <sup>th</sup> Avenue	212-563-1800
Surrey Hotel	20 East 76 <sup>th</sup> Street	212-288-3700
Warwick	65 West 54 <sup>th</sup> Street	212-247-2700
Dylan Hotel	52 East 41 <sup>st</sup> Street	212-338-0500
The Alex	205 East 45 <sup>th</sup> Street	212-867-5100
Dream Hotel	210 West 55 <sup>th</sup> Street	212-247-2000
70 Park Avenue -Kempton Hotel	70 Park Avenue	212-973-2400
Roosevelt Hotel	45 East 45 <sup>H</sup> Street at Madison Avenue	212-661-9600

**A GUIDE TO FOOD IN THE UNITED NATIONS COMPLEX AND  
 NEIGHBOURHOOD**

<b>Snacks / Cafés / Delicatessens</b>	<b>Restaurants</b>
Café Austria Temporary North Lawn Building, 2 <sup>nd</sup> Floor United Nations 1 <sup>st</sup> Avenue at 47 <sup>th</sup> St. <b>Hours: M-F: 8am-6pm</b>	East Japanese Restaurant 210 E 44th St. between 2 <sup>nd</sup> and 3 <sup>rd</sup> Avenue 212) 687-5075
The Palm 2 <sup>nd</sup> Avenue between 44 <sup>th</sup> and 45 <sup>th</sup> St. (212).687-2953	Dean's Family Style Restaurant and Pizzeria 801 2 <sup>nd</sup> Avenue between 42 <sup>nd</sup> and 43 <sup>rd</sup> St. (212) 878-9600
UNICEF Café Three UN Plaza, 1 <sup>st</sup> Floor 44 <sup>th</sup> St. between 1 <sup>st</sup> and 2 <sup>nd</sup> Avenue <b>Hours: M-F: 8:30am-4:30pm</b> <b>(Closed temporarily for renovation)</b>	Keats (Irish Pub) 2 <sup>nd</sup> Avenue between 44 <sup>th</sup> and 45 <sup>th</sup> St. (212) 682-5490
United Nations Secretariat Main Cafeteria United Nations Secretariat Building 1 <sup>st</sup> floor 46 <sup>th</sup> Street and 1 <sup>st</sup> Ave <b>Hours: M-F</b> <b>Breakfast 8:00AM- 10:00AM</b> <b>Lunch 11:00AM - 2:30PM</b> <b>Snacks 2:30PM- 4:00PM</b>	Sushi Yasuda (Japanese) 204 E 43 <sup>rd</sup> St between 2 <sup>nd</sup> and 3 <sup>rd</sup> Avenue (212) 972-1001
United Nations delegates dinner room 1 <sup>st</sup> floor of the Secretariat Building (left of the Main Cafeteria) <b>Hours: M-F from 11:30 a.m. to 2:30 p.m.</b>	Aburiya Kinnosuke (Japanese) 213 E 45 <sup>th</sup> St. between 2 <sup>nd</sup> and 3 <sup>rd</sup> Avenue (212) 867-5454
Shih Lee's Chinese Eatery 311 W. 45 <sup>th</sup> between 1 <sup>st</sup> and 2 <sup>nd</sup> Avenue	Ali Baba's Terrace (Turkish) 862 2 <sup>nd</sup> Avenue at 46 <sup>th</sup> St. (212) 888-8622
John's Coffee Shop 823 2 <sup>nd</sup> Avenue at 44 <sup>th</sup> St.	Pheonix Garden (Chinese) 242 E. 40 <sup>th</sup> St. between 2 <sup>nd</sup> and 3 <sup>rd</sup> Avenue 212-983-6666
Pizza Rustica 817 2 <sup>nd</sup> Avenue between 43 <sup>rd</sup> and 44 <sup>th</sup> St.	Sparks Steak House 210 E 46 <sup>th</sup> St. between 2 <sup>nd</sup> and 3 <sup>rd</sup> Avenue (212) 687-4855
Amish Market 45 <sup>th</sup> St. between 2 <sup>nd</sup> and 3 <sup>rd</sup> Avenue	Grand Central Oyster Bar 98 E at 42 <sup>nd</sup> St. at Grand Central Terminal Enter at Vanderbilt Avenue between 42 <sup>nd</sup> and 43 <sup>rd</sup> St (212) 490-6650
Garden Plaza 303 E 44 <sup>th</sup> St. between 1 <sup>st</sup> and 2 <sup>nd</sup> Avenue (212)338-9604	

## ***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. **LaGuardia Airport:** Phone: 1-718-533-3400.  
Located in Queens, about 8 miles from Midtown Manhattan.
3. **Newark International Airport:** Phone: 1-973-961-6000  
Located in New Jersey, about 16 miles from Midtown Manhattan.

## ***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:



## TRANSPORTATION FROM AIRPORTS TO MANHATTAN

(Fares are subject to change)

### FROM JFK AIRPORT:

Service	Fare	Estimated Time of Arrival	Frequency	Notes
<p><b><u>AirTrain JFK</u></b>                      (www.panynj.gov/airports/jfk-airtrain.html)</p> <p>Connection with NYC subway                      (www.mta.info/nyct/subway)</p> <p>Connection with Long Island Railroad (LIRR) direct to Penn Station (www.mta.info/lirr)</p>	<p>\$5 Enter/Exit Fare + Subway Fare (\$2.50)</p> <p>\$5 Enter/Exit Fare + Train Fare (Peak hrs:\$8.75, off-peak hrs \$6.25)</p>	<p>55 minutes</p> <p>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>Connect to "E" subway train/LIRR at 'Jamaica Station'.</p> <p>Use pay-per-ride Metrocard is required to ride Air Train.</p>
<p><b><u>New York Airport Service Express Bus</u></b>                      (1-718) 875-8200                      (http://www.nyairportservice.com)</p>	<p>\$15</p>	<p>45 - 65 minutes                      ( longer at peak hours)</p>	<p>Every 15-30 minutes                      6:15 a.m. - 11:10 p.m.</p>	<p>Grand Central Terminal (bus stops at 125 Park Ave. between E. 41st and E. 42nd Streets)                      Transfer available to hotels between E. 27th and E. 63rd Streets.</p>
<p><b><u>SuperShuttle Manhattan</u></b>                      Shared door to door minibus                      1-800-258-3826                      (www.supershuttle.com)</p>	<p>\$ 23</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. 24-48 hours reservations required for return service.</p>
<p><b><u>Taxi</u></b></p>	<p>Flat rate \$52 plus tolls and tips (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 INTERNATIONAL AIRPORT:**

Service	Fare	Estimated Time of Arrival	Frequency	Notes
<p><b><u>AirTrain Newark</u></b>                      (<a href="http://www.panynj.gov/airtrainnewark/what.index.html">http://www.panynj.gov/airtrainnewark/what.index.html</a>)                      1-800-AIR RIDE</p> <p>Connection with NJTransit (<a href="http://www.njtransit.com">www.njtransit.com</a>)                      1-800-772-2222 or (973) 762-5100</p>	<p>\$5 + NJ Transit Fare (\$6.55)</p>	<p>40 minutes</p>	<p>Air Train: 8-12 minutes. Available 24 hours.                      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 <a href="http://www.njtransit.com">www.njtransit.com</a> or call 1-800-626-RIDE</p>	<p>Take Air Train to 'Newark Int'l Airport Station' and transfer the NJ Transit Trains to New York Penn Station.</p>
<p><b><u>Olympia Airport Express</u></b>                      1-877- 8-NEWARK                      1-877 863-9275                      (<a href="http://www.coachusa.com/olympia/ss.newarkairport.asp">http://www.coachusa.com/olympia/ss.newarkairport.asp</a>)</p>	<p>\$25 round-trip or \$15 one-way. \$16 one-way transfers to hotels via Grand Central Station.</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. 41<sup>st</sup> St, between Park and Lexington Ave.), Port Authority (E. 42<sup>nd</sup> St and 8<sup>th</sup> Ave) or Penn Station (W. 34<sup>th</sup> st and 8<sup>th</sup> Ave)</p>
<p><b><u>SuperShuttle Manhattan</u></b>                      Shared door to door minibus                      1-800-258-3826                      (<a href="http://www.supershuttle.com">www.supershuttle.com</a>)</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><b><u>Taxi</u></b></p>	<p>Flat rate ranging from \$50 plus tolls and tips (10-15% is customary).</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><b><u>New York Airport Service Express Bus</u></b>                      (1-718) 875-8200                      (<a href="http://www.nyairportservice.com">http://www.nyairportservice.com</a>)</p>	<p>\$12</p>	<p>30 - 45 minutes,                      ( longer at peak hours)</p>	<p>Every 20-30 minutes                      7:00 a.m. - 11:00 p.m.</p>	<p>Grand Central Terminal (Vanderbilt Ave. and E. 42nd Streets) Transfer available to hotels between E. 31st and E. 59th Streets.</p>
<p><b><u>SuperShuttle Manhattan</u></b>                      Shared door to door minibus                      1-800-258-3826                      (<a href="http://www.supershuttle.com">www.supershuttle.com</a>)</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><b><u>Taxi</u></b></p>	<p>\$21 - \$30 plus tolls and tips (10-15% is customary) plus night surcharge (\$0.50 from 8:00 p.m. to 6:00 a.m.) or weekday surcharge (\$1 Mon to Fri from 4:00 p.m. 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** (<http://www.mta.info/>) are a convenient way to get around Manhattan. **Metro Card** valid for subway and bus can be purchased at subway stations.

- Single ride ticket is \$2.75.
- 7-Day Metro Card costs \$30.00 (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. Taxi fees can be paid in cash or credit card, however, if paying in cash, it is a good idea to have small bills because taxi drivers usually cannot change anything higher than \$20. 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.....	\$2.50
Each 1/5 mile (4 blocks)....	\$0.50
Each 1 minute idle.....	\$0.40
Night surcharge.....	\$0.50 (after 8:00 p.m. until 6:00 a.m.)
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.

## **POSTAL SERVICES**

### **United Nations Post Office**

UN Secretariat Building  
(Basement)

1st Avenue (between E. 45th & E. 46th Street, entry via Visitor's Entrance)

Grand Central Station

450 Lexington Ave.

New York, NY 10017

(1-800) 275-8777

### ***CONFIRMATION OF RETURN FLIGHTS***

Please contact the airline directly to reconfirm your flight.

### ***TIME***

For the time difference between New York and your country, please refer to  
<http://www.timeanddate.com/worldclock/>

### ***WEATHER***

To check for current weather condition in New York, please refer to  
<http://www.weather.com/weather/local/10017?lswe=10017&lwsa=WeatherLocalUndeclared&from=whatwhere>