These information notes have been compiled to assist you in the preparation for your trip to New York to participate in the 50TH Session of the United Nations Statistical Commission.

We would appreciate any comments or suggestions that you have on how to improve these.

### Administrative arrangements for the meeting

The 50th session of the United Nations Statistical Commission will be held from 5 – 8 March 2019 at the United Nations Headquarters in New York. The opening session will start at 10:30 a.m. in Conference Room 4 and on subsequent days the meeting will start at 10:00 a.m. Please enter the UN premises through the Visitor’s Entrance located on First Avenue (between E. 45 & E. 46 Streets).

The 50th session of the Statistical Commission will be conducted in Arabic, Chinese, English, French, Russian and Spanish and all official documentation will be in 6 UN official languages.

All the other meetings will be conducted in English only.

The 50th session will be webcast live and archived at webtv.un.org.

### Identification badges and grounds passes

**Country delegates**

We would like to remind you that you will need to comply with the formality of requesting your Permanent Mission to the United Nations in New York to advise the Secretary-General in writing of your intention to participate in the meetings and provide the name(s) of all the members of your delegation. You can find the contact information for your Permanent Mission on the following website: [http://www.un.org/en/member-states/index.html](http://www.un.org/en/member-states/index.html). Once your mission has informed the Secretary-General, they will then request grounds pass to the United Nations premises for each member of your delegation.

### Visa and entry 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 official notification 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.

**Meals**

The following options are available in United Nations Secretariat building:

- The Lobby Café on the ground floor
- Main Cafeteria on the 4th floor
- Vienna Café and Café de la Paix - both located in the Basement

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

**Map of the United Nations vicinity**
Contact information

Ms. Maria Isabel Cobos Hernandez
Room: DC2-1682
Phone: (1-917) 367-3072
Fax: (1-212) 963-9851
Email: cobos@un.org

Ms. Li Wang
Room: DC2-1607B
Phone: (1-212) 963-9547
Fax: (1-212) 963-9851
Email: wangl@un.org

Hotel accommodation

Participants will make their own hotel reservations. When making reservations, participants may wish to inquire about special rates for attending a United Nations conference and for hotel shuttle buses to and from airports. Please note that hotel reservations will only be guaranteed with a credit card.

Participants can contact hotels directly and make reservations. If you need assistance you should contact American Express, United Nations New York, (Tel. 1-877-418-9652, Outside the US: 1-336-291-1394, Fax. 1-917 967 9693 and Email unsec@aexp.com).

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/member-states/index.html>. Participants should make the necessary reservations at least one week prior to the event.
# UNITED NATIONS HOTEL LIST *

<table>
<thead>
<tr>
<th>Hotel Name</th>
<th>Hotel Address</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Affinia</td>
<td>155 East 50th St</td>
<td>212-751-5710</td>
</tr>
<tr>
<td>Affinia Dumont</td>
<td>150th West 34th St</td>
<td>212-481-7600</td>
</tr>
<tr>
<td>Algonquin</td>
<td>59West 44th St</td>
<td>212-840-6800</td>
</tr>
<tr>
<td>Ambassador</td>
<td>140 East 63rd St</td>
<td>212-838-5700</td>
</tr>
<tr>
<td>Ameritania Hotel</td>
<td>230 West 54th St</td>
<td>212-247-5000</td>
</tr>
<tr>
<td>Amsterdam Court</td>
<td>226West 50th St</td>
<td>212-459-1000</td>
</tr>
<tr>
<td>Beekman Hotel</td>
<td>3 Mitchell Place</td>
<td>212-355-7300</td>
</tr>
<tr>
<td>Benjamin</td>
<td>125 East 50th St</td>
<td>212-753-2700</td>
</tr>
<tr>
<td>Bentley</td>
<td>500 East 62nd St</td>
<td>212-644-6000</td>
</tr>
<tr>
<td>Crown Plaza Hotel</td>
<td>304 East 42nd St</td>
<td>212-986-8800</td>
</tr>
<tr>
<td>D/Tree Metropolitan</td>
<td>569 Lexington Ave 53rd</td>
<td>212-752-7000</td>
</tr>
<tr>
<td>Eastgate Tower Hotel</td>
<td>222East 39th St</td>
<td>212-687-8000</td>
</tr>
<tr>
<td>Envoy Club</td>
<td>377 East 33rd St</td>
<td>212-481-4600</td>
</tr>
<tr>
<td>Fitzpatrick</td>
<td>141East 44th St</td>
<td>212-784-2520</td>
</tr>
<tr>
<td>Grand Hyatt New York</td>
<td>Park Ave, NY, NY</td>
<td>212-883-1234</td>
</tr>
<tr>
<td>Hemsley Middle Town</td>
<td>148 East 48th St</td>
<td>212-755-3000</td>
</tr>
<tr>
<td>Hemsley New York</td>
<td>212 East 42nd St</td>
<td>212-490-8900</td>
</tr>
<tr>
<td>Hemsley Park Lane</td>
<td>36 Central</td>
<td>212-521-6239</td>
</tr>
<tr>
<td>Tudor Hotel</td>
<td>304 East 42nd Street</td>
<td>212-986-8800</td>
</tr>
<tr>
<td>Marcel</td>
<td>201 East 24th St 3rd Av.</td>
<td>212-696-3800</td>
</tr>
<tr>
<td>Melrose Hotel</td>
<td>140 East 63rd St</td>
<td>212-838-5700</td>
</tr>
<tr>
<td>Millenium Un Plaza</td>
<td>1 Un Plaza</td>
<td>212-758-1234</td>
</tr>
<tr>
<td>Moderine</td>
<td>243 West 55th St</td>
<td>212-397-6767</td>
</tr>
<tr>
<td>Paramount Hotel</td>
<td>235 West 46th St</td>
<td>212-764-5500</td>
</tr>
<tr>
<td>Pod Hotel (Pickwick Arms)</td>
<td>230 East 51St St</td>
<td>212-355-0300</td>
</tr>
<tr>
<td>Pod Hotel</td>
<td>145 East 39th St</td>
<td>212-865-5700</td>
</tr>
</tbody>
</table>

*When making hotel booking, please ask for "United Nations special rate”*

Search engines to find hotels in New York
- www.agoda.com/
- www.kayak.com/hotels
- www.expedia.com/
- www.booking.com/Hotels

Reviews of hotels in New York
- www.yelp.com/
Airports and transportation in New York

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

1. John F. Kennedy International Airport: [https://www.jfkairport.com/](https://www.jfkairport.com/)
   Located in Queens, New York, about 15 miles from Midtown Manhattan.

2. LaGuardia Airport: [https://www.laguardiaairport.com/](https://www.laguardiaairport.com/)
   Located in Queens, about 8 miles from Midtown Manhattan.

3. Newark International Airport: [https://www.newarkairport.com/](https://www.newarkairport.com/)
   Located in New Jersey, about 16 miles from Midtown Manhattan.

Subway and bus stops close to the United Nations:

By subway: Number 4, 5, 6 or 7 trains to Grand Central Station, then walk east three blocks on East 42nd Street to 1st Avenue.

By bus: buses M15 and M15 Select stop in front of the United Nations on 1st Avenue.

New York City taxis are available from any destination.

Other logistical information

Post Office

The United Nations has postal services in the basement of the UN complex. The office is located near the UN Gift Shop. Hours: 9:00 am-5:30 pm.

Banks

The closest bank to the United Nations Secretariat is Chase Manhattan Bank, located at the corner of East 44th Street and 1st Avenue (open from 8 a.m. to 4 p.m.). There are ATMs and foreign currency exchange at the bank, as well as ATMs on UN premises (e.g. UN Visitor Centre in the basement of the General Assembly).
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), 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.

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?iswe=10017&lwsa=WeatherLocalUndeclared&from=whatwhere

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. Medical attention is available during regular working hours from 9:00 a.m. to 5:30 p.m. at the UN Secretariat (5th floor).