



**NEW YORK RESOURCE GUIDE**

**51<sup>ST</sup> SESSION OF THE  
UNITED NATIONS STATISTICAL COMMISSION**

**UN HEADQUARTERS, NEW YORK**

**3 - 6 MARCH 2020**

## UNITED NATIONS HEADQUARTERS, NEW YORK

These information notes have been compiled to assist you in the preparation for your trip to New York to participate in the **51<sup>st</sup> 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 51<sup>st</sup> session of the United Nations Statistical Commission will be held from **3 – 6 March 2020** 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 51<sup>st</sup> 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 51<sup>st</sup> session will be webcast live and archived at [webtv.un.org](http://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 register the composition of your delegation in the e-deleGATE portal (under ECOSOC/Statistical Commission). You can find the contact information for your Permanent Mission on the following website: <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

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Room: DC2-1678  
Phone: (1-212) 963-7771  
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Email: [wangl@un.org](mailto: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](mailto: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 \***

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

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

Search engines to find hotels in New York

- [www.agoda.com/](http://www.agoda.com/)
- [www.kayak.com/hotels](http://www.kayak.com/hotels)
- [www.expedia.com/](http://www.expedia.com/)
- [www.booking.com/Hotels](http://www.booking.com/Hotels)

Reviews of hotels in New York

- [www.yelp.com/](http://www.yelp.com/)
- [www.tripadvisor.com/NewYorkCity](http://www.tripadvisor.com/NewYorkCity)

## 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/>> Located in Queens, New York, about 15 miles from Midtown Manhattan.
2. **LaGuardia Airport:** <<https://www.laguardiaairport.com/>> Located in Queens, about 8 miles from Midtown Manhattan.
3. **Newark International Airport:** <<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 1<sup>st</sup> 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](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.

### **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?lsw=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).