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## **Arrangements for the fourth session of the Consultation on the Thirteenth Replenishment of IFAD's Resources**

### **Addendum**

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#### **FOR: INFORMATION**

**Action:** The Consultation on the Thirteenth Replenishment of IFAD's Resources is invited to take note of additional information on the logistical aspects of the session.

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#### **Technical questions:**

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## Addendum

Delegates are invited to take note of the following additional information:

### ACCREDITATION AND ARRIVAL OF PARTICIPANTS

Delegates are strongly encouraged to **enter via the pedestrian entrance** at 139 rue de Bercy, where there is space for car drop-off. Entry with a vehicle where necessary for high-level delegates must be specifically requested well in advance. To enter by car, the following information needs to be shared with the French authorities at [gestion-acces.bercy@finances.gouv.fr](mailto:gestion-acces.bercy@finances.gouv.fr): full names and titles of passengers, name of driver, vehicle model and license plates. Limited parking space is available inside the Ministry.

### SALLE D'ÉCOUTE

Please be reminded that delegations will each have three seats in the salle de conférences (plenary hall) instead of the usual two at the IFAD headquarters building. Additional in-person delegates may follow the proceedings from the salle d'écoute (salle Bloch Lainé).

Please note that **only the floor language will be transmitted in the salle d'écoute**, where interpretation in the four official languages will not be available. Anyone following the meeting from the salle d'écoute will need to connect to Zoom on their computer, using headphones, if they wish to have access to interpretation. The following link may be used to register for virtual connection by Zoom:

[https://ifad.zoom.us/meeting/register/tZYvcumtpzqoHdLNSTbGvv\\_UljIoJq84WZs3](https://ifad.zoom.us/meeting/register/tZYvcumtpzqoHdLNSTbGvv_UljIoJq84WZs3)

### CATERING

Coffee breaks and luncheons will take place in the Conference Centre lobby during the two days of the meeting. Please note that lactose-free and gluten-free meal options may not be available at catered events during the meeting.

Delegates may use the coffee bar and cafeteria in the main Ministry building, which will be signposted. Hot and cold beverages and light food options will be available all day at the coffee bar, located on the ground floor of the Ministry building. Hot meals will be served from 11.30 a.m. to 2 p.m. in the cafeteria. Payments by cash and credit card are accepted. Further directions and information can be provided by the Conference Centre staff.

### BANKING

One automated teller machine (ATM) is available within the Ministry.

### COMPUTER CENTRE

Please remember to bring your own laptop, laptop chargers and phone chargers. Electronic device charging stations are available at several locations.

### WI-FI CONNECTIVITY

Participants will be provided with credentials to access the Wi-Fi via unique IDs and passwords that will be available at the registration desk and at the information desk in the lobby of the Conference Centre. Separate IDs and passwords are required for each device, and are valid for one day only, but are freely available and each delegate may have as many as they need. Conference staff will provide assistance with connecting to the Wi-Fi if needed.

## **SUPPORT DURING THE EVENT**

IFAD staff can be identified by their red lanyards and will be available to provide support during the two days of the meeting. In addition, an information desk will be set up in the hall of the Conference Centre.

### **For any last minute or urgent issues, kindly contact:**

- IFAD replenishment team: [replenishment@ifad.org](mailto:replenishment@ifad.org)
- Contact numbers:
  - +39 331 895 3587 (Sara Filippi, IFAD Replenishment Assistant)
  - +39 388 895 5178 (Leon Williams, IFAD Senior Replenishment Officer)
- Institutional Governance and Member Relations, Office of the Secretary:  
[igmr@ifad.org](mailto:igmr@ifad.org)