



SDG 16 CONFERENCE

Peace, Justice & Inclusive Societies



Advancing Peace, Justice and Institutions for Sustainable Development

Monday, 12 May 2025

United Nations Headquarters, New York



United Nations

Department of
Economic and
Social Affairs



Permanent Mission of Italy
UN - New York



ECOSOC Chamber, UNHQ

12 May 2025

Information note for participants

1. Venue and time

The meeting will take place on 12 May 2025, from 10.00 to 13.00 and from 15.00 to 18.00 hrs. EDT in the ECOSOC Chamber of the United Nations General Assembly Building in New York.

2. Format

The meeting will be held in person. It will also be webcast in full on UN Web TV (<https://webtv.un.org/en>).

3. Agenda and documentation

The draft programme, concept note, and other information are available at:
<https://publicadministration.desa.un.org/capacity-development/sdg16-conference/sdg16-conference-2025>

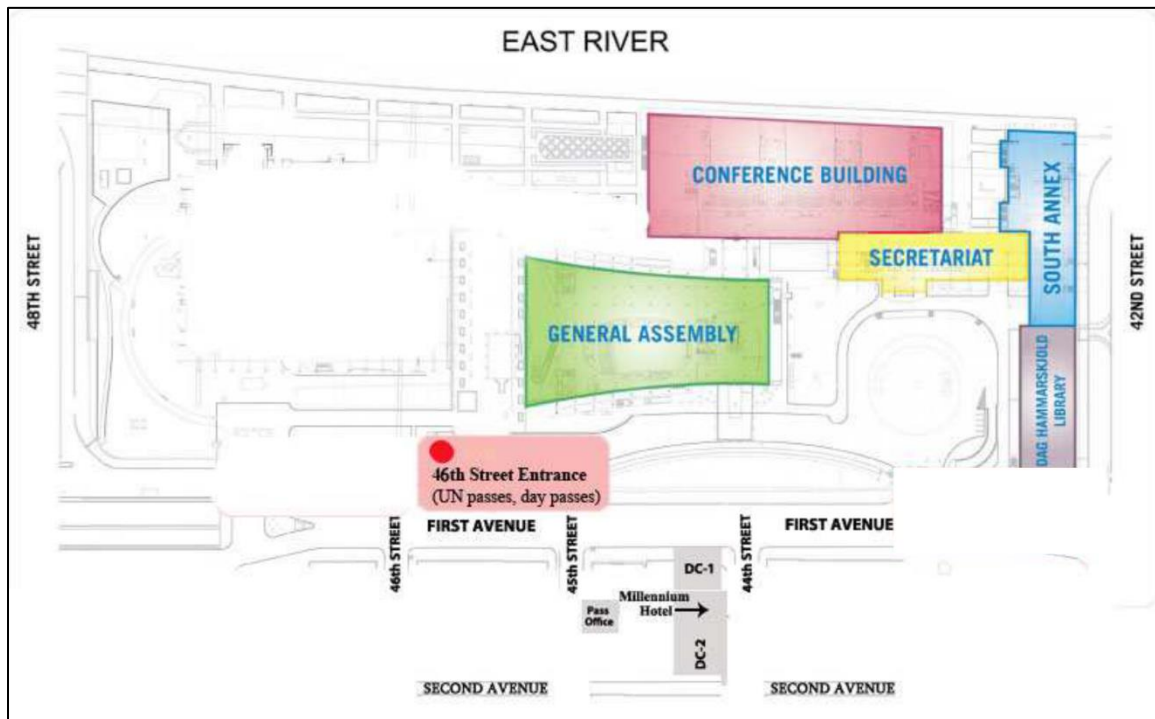
4. Distribution of passes for registered participants

Registration is required for this meeting. Registered participants will be issued a UN special event pass. The passes will be distributed by UN DESA/ DPIDG staff on 12 May from 8:50 to 9:50 hrs. EDT:

At the 46th Street Visitors' entrance, located on the east side of 1st Avenue at 46th Street.

Please present a government-issued picture ID for verification in order to receive your pass.

Please approach our staff bearing “SDG16 Conference” signs for assistance. In case of inclement weather, the passes will be distributed at 1 United Nations Plaza on 1st Avenue and 44th Street.



5. Access to UN General Assembly Building

To enter the UN General Assembly Building, you will need to go through security screening in the UN Visitors Centre located on 1st Avenue and 46th Street. (Due to security measures, please do not bring luggage to the UN.)

After the security check, you will see the entrance to the UN General Assembly Building to your right.

6. Interpretation

Interpretation in the six UN official languages (Arabic, Chinese, English, French, Russian and Spanish) will be available.

7. Accessibility

The United Nations Headquarters is accessible. In the ECOSOC Chamber, accessible seating is available. Participants who require accessible seating are kindly requested to notify UN DESA (jiangting.hao@un.org and saae.kwon@un.org) in advance of the meeting. For speakers, such notification should also indicate the expected date and time of their intervention.

The United Nations Accessibility Centre offers assistive information and communications technology to support those with auditory, visual or physical impairments. Assistive devices are available on site and on loan to participants with disabilities. The Accessibility Centre is located in the Conference Building (Room S-1B-032 on Level 1B, near the Secretariat Building escalators). For more information, please visit: <https://www.un.org/dgacm/en/content/accessibility#:~:text=The%20Accessibility%20Centre%20at%20United,the%20meetings%20of%20the%20Organization>.

Please reach out to the organizers for all accessibility inquiries. Every effort will be made to assist with reasonable accommodation to the extent possible.

8. Visa and medical insurance

Participants are responsible for all arrangements for their visa and for ensuring that they are medically cleared for travel and for securing, at their own expense, the necessary insurance coverage including travel, health, life insurance and other forms deemed appropriate. The United Nations does not support the visa application process. If necessary, participants must obtain a visa through the United States Consulate or Embassy in their country.

9. Hotel accommodation

Participants are expected to make their own hotel accommodation arrangements in New York City (please see Annex 1 for a list of hotels). Finding a reasonably priced hotel in New York City can be a challenge, therefore, it is recommended that you start as early as possible. A credit card will normally be required for the reservation. Annex 1 contains a list of hotels close to the United Nations, which sometimes offer discount rates to UN officials or officials who are on United Nations business. However, the actual special rate does not apply until a UN document (letter of invitation, etc.) is presented to the hotel. The tax is not included in their rates. Reservations should be made directly with the hotels. Please check with the hotels about their current rate and cancellation policy.

10. Security

Within United Nations premises, all persons are required to comply with safety and security regulations, as well as the rules and procedures of the organization. Any act that disrupts the normal functioning of the organization's programmatic activities, such as public displays of any form, including, but not limited to, clothing, banners, placards or other written or visual means, as well as vocal/audio sounds, gatherings, or demonstrations of any kind, including passive, is not allowed. All individuals present on the United Nations premises are expected to fully cooperate with United Nations security officers at all times. Refusal to comply with applicable regulations may result in temporary detention or removal from or denial of access to the premises in accordance with Section 10 of the United Nations Headquarters Agreement and ST/AI/2019/5, entitled "Authority of United Nations Security Officers".

11. Local transportation

Participants are expected to make their own local transportation arrangements. Transportation information for the three major airports serving New York City can be found online at <http://www.panynj.gov/airports/> or by calling Air-Ride phone: 1-800-247-7433 (toll free number within the U.S.).

Yellow New York taxis (see <https://www1.nyc.gov/site/tlc/passengers/taxi-fare.page> for fare information regarding airport trips) and airport buses (e.g., <https://www.newarkairportexpress.com/>) are readily available from the airports to Grand Central Station, which is located within walking distance of the United Nations and can be booked online in advance. Public transportation options, including subways and buses, and MetroCard related information can be found at <http://www.mta.info/>.

12. Facilities

Dining facilities, ATMs, and the UN emergency medical service (fifth floor) are located in the UN Secretariat Building.

Participants are responsible for making their own arrangements for lunch and coffee breaks. There are various options available on-site at the UN and outside the UN. Please see Annex 2 for a map of locations.

13. Contacts

UN DESA

Ms. Saae Kwon
Program Assistant
saae.kwon@un.org

Ms. Jiangting (Tina) Hao
Program Assistant
jiangting.hao@un.org

Annex 1: Selected New York City hotels

Hotel Name	Address	Telephone
The Fifty Sonesta	155 East 50 th Street	212-751-5710
The Shelburne Sonesta	303 Lexington Avenue	212-689-5200
Ameritania at Times Square	230 West 54 th Street	212-247-5000
Square Hotel at Times Square	226 West 50 th Street	212-265-7400
Beekman Tower	3 Mitchell Place (48 th Street & 1 st Ave.)	646-921-6001
Courtyard by Marriott (Midtown East)	866 Third Avenue	212-644-1300

The Benjamin Royal Sonesta	125 East 50 th Street	212-715-2500
Dream Midtown	210 West 55 th Street	212-247-2000
Dylan Hotel	52 East 41 st Street	212-338-0500
Even Hotel Midtown East	221 East 44 th Street	212-239-0002
Fitzpatrick Grand Central	141 East 44 th Street	212-351-6800
Fitzpatrick Manhattan	687 Lexington Avenue	212-355-0100
Grand Hyatt New York	109 East 42 nd Street (42 nd Street/Park Avenue)	212-883-1234
Hampton Inn Manhattan Grand Central	231 East 43 rd Street	212-897-3385
Westgate New York City	304 East 42 nd Street	212-986-8800
The Muse New York	130 West 46 th Street (between 6 th & 7 th St)	212-485-2400
Kimpton Hotel Eventi	851 Avenue of the Americas (6 th Ave & 30 th St.)	212-564-4567
Millennium Hilton New York One UN Plaza (nearest to the meeting venue)	1 United Nations Plaza (on 44 th Street/1 st Ave.)	212-758-1234
Moderne Hotel	243 West 55 th Street	212-397-6767
The Marcel at Gramercy	201 East 24 th Street	212-696-3800
Paramount Hotel Times Square	235 West 46 th Street	212-764-5500
Park Lane Hotel	36 Central Park South	212-371-4000
Pod 51 Hotel	230 East 51 st Street	212-355-0300
The Lexington Hotel	511 Lexington Avenue (at 48 th St.)	212-755-4400
Hotel 57 by LuxUrban	130 East 57 th Street	212-753-8841
Residence Inn by Marriott Manhattan/Midtown East	148 East 48 th Street	212-980-1003
Roger Smith Hotel New York	501 Lexington Avenue	212-755-1400
Stewart Hotel	371 7 th Avenue/31 st St.	212-563-1800
The Westin NY Grand Central	212 East 42 nd Street	212-490-8900
Warwick New York Hotel	65 West 54 th Street	212-247-2700
Club Wyndham Midtown 45	205 East 45 th Street	212-867-5100

The foregoing is the current list of hotels and apartment houses in the vicinity of the UN Headquarters. The UN has negotiated special preferential room rates in some of these hotels, which can be confirmed prior to booking. If available, these rates are applicable for all travelers of the UN system. Upon check-in, a person should identify himself/herself as a representative of the UN or a related Organization by showing an UN ID card, UN Laissez-Passer or a letter of invitation on UN letterhead stationery. Reservations should be made directly with the hotel and must be booked by credit card. Please check with the hotel about their cancellation policy.

Annex 2: Map of Restaurants near the United Nations

