

INFORMATION NOTE

General

The Financing for Development Office (FfDO) of UN-DESA and the International Tax Compact (ITC) are jointly organizing two parallel meetings on “Capacity Building on Tax Treaty Negotiation and Administration”, to be held on 28-29 January 2013, at the International Fund for Agricultural Development (IFAD) Headquarters via Paolo di Dono, 44 00142 Rome, Italy.

How to get to IFAD

Metro: IFAD Headquarters is a 15 minute walk from the Laurentina Metro station, the last stop on the Metro Line B, which directly connects with the city centre of Rome. The station also serves as a bus terminal. Tickets for public transportation are purchased at Metro stations (self-service machines), tobacco shops, and newspaper kiosks. They have a validation time of 75 minutes including one underground transport and unlimited bus travel.

Shuttle bus service: A shuttle bus service runs from Monday to Friday (with the exception of IFAD holidays) from 7:40 to 9:25 am between Laurentina Metro Station and IFAD Headquarters and from 16:45 to 18:50 pm from IFAD Headquarters to Laurentina. The pick-up and drop-off point at Laurentina station is on Viale Luca Gaurico, on the main road behind the station. The drop-off and pick-up at IFAD Headquarters is at the regular yellow bus stop adjacent to the main entrance of the guardhouse (between via Paolo di Dono, 44-82).

Registration and Identification Badge

Participants will receive their IFAD guest passes at the IFAD Security main gate, upon presenting a valid photo ID (Passport, National ID or Driver's license). Participants are advised to arrive by 9:00 a.m. to complete the security procedures.

Participants will collect their Identification Badges at the Registration Desk just outside the Oval Room S-120 located on the (-1) floor. For identification and security reasons, all participants are requested to wear their badges at all times during the meeting.

Copies of the updated agenda

Only the names of duly registered participants will be included in the provisional list of participants. For those who have not sent in their participant form for the meetings, please send the completed and signed form by Monday, 21 January, either by fax at +(1 917) 367-5869 or by e-mail at panghulanv@un.org

Documentation

Tentative Programme, Terms of Reference for Participants and Provisional Working Paper No. 1 (Annex 1) and Provisional Working Paper No. 2 (Annex 2)

Contact Information

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We hope that you have a pleasant stay in Rome.