INFORMATION FOR PARTICIPANTS

GLOBAL CONFERENCE ON ENHANCING POLICY COHERENCE TO PREVENT AND CONTROL NONCOMMUNICABLE DISEASES

Meet the SDGS - Beat NCDs

WHO GLOBAL CONFERENCE ON NCDs

Montevideo, Uruguay 18-20 October 2017
Welcome

Welcome to the WHO Global Conference on enhancing policy coherence to prevent and control Noncommunicable Diseases, taking place at the Mercosur Building and the Radisson Victoria Plaza Hotel, Montevideo, Uruguay, 18-20 October 2017.

This document answers commonly asked questions and provides a range of information to facilitate your participation and stay during the conference.

The Conference will comprise 3 segments:
• High-level Segment for Member States and UN Organizations at the level of Heads of State and Government and Heads of UN Organizations
• Ministerial Segment for Member States and UN Organizations at the level of Ministers and National NCD Directors
• Dialogue of Member States, UN Organizations, and non-State actors

Reception

Wednesday, 18 October 2017 at 7 p.m.

A reception hosted by the Government of Uruguay will take place at:

Rara Avis Restaurant
(Room Preludio)
Buenos Aires 652

Crossing the main square, right next to the Solis Theatre

All conference participants are warmly invited
Registration process

Participation of Governments (Heads of State and Government, Ministers and technical delegates) is encouraged. Governmental officials are required to send an e-mail to policycoherence2017@who.int expressing their interest in participating at the Conference, no later than 8 September 2017. WHO will issue a personalized invitation letter.

Participation of United Nations Organizations and non-State actors is by invitation only.

Media representatives interested in covering the Conference are encouraged to apply for accreditation by contacting recalde@presidencia.gub.uy and garwoodp@who.int.

Requirements to entry to Uruguay

Passport valid for at least 90 days following the departure date or ID card (for neighbouring countries only) is needed to enter Uruguay. Nationals of certain countries need to have proper visas to enter Uruguayan territory. Please consult the list at: https://migracion.minterior.gub.uy/index.php?option=com_content&view=article&id=1280.

Participants should obtain (if necessary), at their own cost, visa for Uruguay prior to departure from their home countries. The conference organisers are prepared to assist participants from countries where consular authorities of Uruguay are not available provided full details are submitted not later than 15 September in order to obtain the necessary clearances. Should any assistance be required, please send an e-mail to policycoherence2017@who.int, clearly indicating "VISA SUPPORT" in the subject line.

Vaccinations

According to the WHO International Travel and Health Requirements, there are no vaccines required to visit Uruguay.

Hotel reservation

Participants are requested to make their own arrangements for accommodation during the conference. Below is a list of hotels located near the venue. Some of them may offer special rates.

<table>
<thead>
<tr>
<th>Hotel name</th>
<th>Hotel Address</th>
<th>Hotel Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Radisson Victoria Plaza Hotel</td>
<td>Plaza Independencia 759</td>
<td>+598 29020111</td>
</tr>
<tr>
<td>Orpheo Express Hotel</td>
<td>Andes 1449</td>
<td>+598 29050000</td>
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<tr>
<td>Esplendor Cervantes Hotel</td>
<td>Soriano 868</td>
<td>+598 29001900</td>
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<tr>
<td>Holiday Inn</td>
<td>Colonia 823</td>
<td>+598 29020001</td>
</tr>
</tbody>
</table>

For assistance please contact Ms. Valentina Henderson, beatNCDs@presidencia.gub.uy

Airport information and airport transfers

The international airport in Montevideo is Carrasco International Airport. The airport is located approximately 22 km (approx. 35 minutes) from the conference venues.

Airport transfers, one way (rates calculated based on the taxi company website):
To Radisson Victoria Plaza Hotel: UYU$1,680  -  To Mercosur Building: UYU$1,430
Shared-van shuttle service: UYU$400 per person

Taxis are available as you exit the arrivals hall at the airport. After customs control, there will be a welcome desk to assist participants upon their arrival in Montevideo.

For assistance please contact Ms. Valentina Henderson, beatNCDs@presidencia.gub.uy
(A) Mercosur Building

Date: Wednesday, 18 October 2017
Address: Rambla Presidente Wilson 11200
Sessions:
- Ministerial Segment for Member States and UN Organizations at the level of Ministers and National NCD Directors;
- High-level Segment for Member States and UN Organizations at the level of Heads of State and Government and Heads of UN Organizations.

(B) Radisson Victoria Plaza Hotel, 4th Floor

Date: Thursday, 19 October
Friday, 20 October 2017
Address: Plaza Independencia 759
Sessions:
- Dialogue of Member States, UN Organizations, and non-State actors.

Travel between venues takes 5-10 minutes (3.4 km).

Transportation

A shuttle bus service will be provided to and from the Mercosur Building on Wednesday, 18 October 2017. Please assemble by 8:00 a.m. at the Radisson Victoria Plaza Hotel entrance; the shuttle will leave at 8:15 a.m. sharp.

Other departure points may be available. Further information will be sent before the event.
**Conference badges**

Early collection of conference badges on Tuesday, 17 October at the Radisson Hotel is highly recommended to avoid delays on the first day of the sessions.

Upon first arrival at the venue, accredited participants should proceed to the registration counter located at the entrance to the Mercosur Building, in order to receive a conference badge.

Press badges are issued only for previously registered media representatives, on presentation of a valid press card or proof of affiliation, as well as a personal identification document (e.g. a passport). Press badges allow access to all public meetings and sessions unless indicated otherwise.

**Registration counter opening hours:**

Radisson Hotel - Tuesday, 17 October: 12:00 p.m. to 6:00 p.m.
Thursday, 19 October and Friday, 20 October: 8 a.m. to 6 p.m.
Mercosur Building - Wednesday, 18 October: 8 a.m. to 6 p.m.

Please note that access to the conference area is restricted to registered participants. In order to comply with the security requirements, participants are requested to wear their badges visibly at all times and in all areas. If you lose your badge, please report the loss to the registration counter immediately.

The conference organisers disclaim all responsibility for medical, accident and travel insurance, for compensation for death or disability, for loss of or damage to personal property and for any other costs or losses that may be incurred during travel time or the period of participation. It is thus strongly recommended that you obtain international medical insurance and other appropriate insurance for the period of travel and participation.

Please note that by attending this event you consent to interview(s), photography, audio recording, video recording and its release, publication, exhibition or reproduction for promotional purposes or any other purpose that WHO or the Government of Uruguay deem fit to use.

**Information desk**

Information desks are located on the ground floor of the Mercosur Building and on the 4th floor of the Radisson Hotel.

**Information desk opening hours:**

Mercosur Building - Wednesday, 18 October: 8 a.m. to 6 p.m.
Radisson Hotel - Thursday 19 October to Friday, 20 October: 8 a.m. to 6 p.m.

**Documents and Daily Programme**

Electronic versions of all official documents prepared for the sessions, the daily programme and other relevant information will be available on the conference website at [www.who.int/montevideo2017](http://www.who.int/montevideo2017) and the conference APP.

In order to reduce paper waste, participants are encouraged to carry their laptops or mobile devices so as to benefit as much as possible from the availability of electronic versions of documents.
Working languages of the Conference

All plenary sessions during the three days of the Conference will have interpretation into Arabic, Chinese, English, French, Russian and Spanish. Workshops will only have interpretation into English and Spanish.

Wireless Internet

Wireless internet will be available free of charges in both venues. Please ask a member of the conference staff for the wireless password.

Webcast

The webcasts of all plenary meetings will be available live on the conference website at www.who.int/montevideo2017 with audio streams in the floor language. Webcasts will also be available on-demand shortly after the close of the conference.

Computer centres

Computer centres will be available at both venues. Computers and printers are available for participants on a first come, first served basis. Please be considerate and allow those who are waiting to use the equipment as well.

Meals arrangements

Morning and afternoon coffee breaks will be provided for all registered participants on the conference days.

Participants will be required to make their own arrangements for lunch and dinner.

- Mercosur Building: A food court with dining options is located 300 meters east of the building.
- Radisson Hotel: The hotel’s restaurants are located at the ground floor and the 25th floor. There are several dining options around the Solis Theatre (e.g. Rara Avis, Café Bacacay, Parrilla del Solis) and at the Matriz Square (e.g. La Corte, La Pasiva, Cervecería Matriz).

Media services

A press centre will be available at both venues, including a TV studio for interviews.

Medical service during the conference

For medical emergency and non-emergency medical consultations a temporary service will be provided between 09:00 a.m. and 5:00 p.m. at both venues. For assistance please reach the information desk. After 5:00 p.m. the emergency number 911 will be called.

Lost and found

Please contact the information desk for any items that have been lost. For security reasons, unattended items found anywhere on the conference premises will be moved.
Practical information about Uruguay

- LANGUAGE: The official language of Uruguay is Spanish, however, most of the staff of hotels, restaurants, agencies, banks are bilingual (English-Spanish).

- LOCAL TIME: Uruguay is on UTC/GMT -3 hours.

- CUSTOMS AND IMMIGRATION PAPERWORK: Visitors do not need to fill any form when enter/exit the country.

- WEATHER: The average temperature in Montevideo in October is 15°C/59°F, in a range from 10°C/50°F to 20°C/68°F.

- CURRENCY: The official currency of Uruguay is the Uruguayan Peso (UYU). The average exchange rate is: 1 USD = 28 UYU and 1 EUR = 31 UYU. Currency exchange is available at banks and authorised establishments all around the city.

- CREDIT CARDS AND TIPPING: Most shopping malls and big stores, hotels and restaurants accept major international credit cards. When dining, the service charge is not added to the bill. The average tip is 10% of total bill.

- VALUE ADDED TAX: 22%. Non-Uruguayan credit or debit cards get VAT deducted in restaurants. Hotel rooms are tax free for foreigners.

- INTERNATIONAL CALLS: For international inbound calls, the country code is +598.

- BUSINESS HOURS: Banks, from 1:00 p.m. to 5:00 p.m. Shops and businesses, generally from 9:00 a.m. to 7:00 p.m. Malls from 10:00 a.m. to 10:00 p.m.

- ELECTRICITY: Voltage is 220-240V/50 Hz. The power sockets (outlets) used are of type C, type F and type L.

- EMERGENCIES: For police, fire or medical assistance dial 911


Some Friendly Reminders

- In Uruguay indoor smoking in public spaces is banned in all the country.

- Montevideo can generally be regarded as a safe city with a low rate of violent crime. However, participants are advised to take precautions when moving around the city.

Discover Montevideo - www.descubrimontevideo.uy

Montevideo is a city where you can walk along almost 300 years of history since the colonial time until the twenty-first century. The city's memories, music, scents, architecture, cultural expressions and cosmopolitan traditions are reflected in its sky. Those colours are mix together with the water that bathes the coast and the bay.

Montevideo is a city that was built with travellers and visitors, there is where we can find the reason why people from Montevideo enjoy receiving visitants.

Places not to miss:
- Punta del Este, 138 km from Montevideo (approx. 1,5 hours)
- Colonia del Sacramento, 177 km from Montevideo (approx. 2 hours)