ClimateScanner Global Call

Engaging Supreme Audit Institutions in assessing national climate action

Information note

25-26 March 2024

1. Overview

Dates and times: The meeting will take place on 25-26 March 2024, from 10.00 to 13.00 and from 15.00 to 18.00 hrs. EST.

Format: The meeting will be held in person.

Venue: The meeting will be held in Conference Room 4, United Nations General Assembly Building, New York.

2. Agenda and documentation

The provisional programme, annotated programme with speakers, concept note, and other information will be available at https://publicadministration.desa.un.org/events/climatescanner-global-call

Information on the ClimateScanner initiative is available at https://sites.tcu.gov.br/climatescanner/ingles.html

3. Registration

All participants must register online at https://forms.gle/XqpV4t7u1sXjXMDM6 (registration form available in English).

Registration is required for the purpose of requesting a UN ground pass.

4. Arrival and check-in

To enter the UN General Assembly Building, you will need to go through security screening in the UN Visitors Centre located on 1st Avenue between 45th Street 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.

Conference Room 4 is located on the 1st-basement level of the UN General Assembly Building.

See attached maps for location and access (Annex 1).

**UN grounds pass**

A UN grounds pass is required to be worn at all times when on UN premises.

UN grounds passes will be requested by the Division for Public Institutions and Digital Government (DPIDG) of the United Nations Department of Economic and Social Affairs (UNDESA).

UN ground passes will be distributed by DPIDG staff on 25 March from 8:30 am to 10:30 am at the following location:

*By the entrance of the UN Visitors Centre*, located in the east side of 1st Avenue between 45th Street and 46th Street.

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

5. **Seating arrangements**

The seating of delegations in Conference Room 4 will be according to the “all States formula”, followed by observers/intergovernmental organizations, UN system entities, major groups and other stakeholders.

Not all members of delegations may have a seat with a microphone.

Additional seating is available in the public gallery, subject to limitations on room capacity.

Seating may be reserved for keynote speakers, panelists and moderators. Discussants will intervene from their assigned seats.

6. **Interpretation**

Interpretation in Arabic, French and Spanish will be available for all formal plenary meetings. To ensure proper interpretation, written copies of all statements and presentations should be submitted in advance to the organizers.

To enable accurate interpretation, speakers should speak clearly and at a moderate pace.

7. **Accessibility**

In Conference Room 4, aisles have been reconfigured to make all seats and tables on the main floor fully accessible and all adviser seats are removable, which makes the space ideally suited for accessibility conferences.

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 as
a 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/accessibilitycentre/

For accessible seating in the meeting room, delegations and participants should address their requests to DPIDG ([cai2@un.org](mailto:cai2@un.org)) in advance of the meeting.

For all accessibility inquiries not referred to in the above, please reach out to the organizers. Every effort will be made to assist with reasonable accommodation to the extent possible.

8. **Visa**

Each participant is personally responsible for obtaining the necessary entry visa(s) for travel to and from the United States. Please ensure that the necessary arrangements are made in a timely fashion to obtain a US visa, as appropriate. An invitation letter issued by the United Nations has been sent to you, which can be used to support your visa application.

Information regarding US visa can be found on this website: [https://travel.state.gov/content/travel/en/us-visas.html](https://travel.state.gov/content/travel/en/us-visas.html)

9. **Hotel accommodation**

Participants will need to secure hotel accommodation in New York City. All participants are expected to make their own accommodation arrangements. 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 reservation.

A list of hotels which are located within walking distance of the United Nations is provided in Annex 2.

10. **Local transportation**

All 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/](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](https://www1.nyc.gov/site/tlc/passengers/taxi-fare.page) for fare information regarding airport trips) and airport buses ([https://www.nycairporter.com/](https://www.nycairporter.com/) and [https://www.newarkairportexpress.com/](https://www.newarkairportexpress.com/)) are readily available from the airports to Grand Central Station, which is in walking distance to the United Nations and can be booked online in advance. Local transportation options, including subway, buses, and MetroCard related information can be found at [http://www.mta.info/](http://www.mta.info/)

11. **Facilities**

Dining facilities, ATMs, and the UN emergency medical service (fifth floor) are located in the UN Secretariat Building.
Participants are responsible for making arrangements for lunch and coffee breaks. There are a variety of options on site at the UN and outside the UN. See map attached for locations and Annex 3.

12. Time

For the time difference between New York and your country, please refer to: http://www.timeanddate.com/worldclock

13. Currency

US Dollar

14. Weather

To check for current weather conditions in New York, please refer to https://www.cnn.com/weather

15. Contacts

**UNDESA**
Ms. Aránzazu Guillán Montero
Senior Governance and Public Administration Officer
DPIDG/UNDESA
+1 212 963 0713
guillanmontero@un.org

Ms. Lisa Ainbinder
Governance and Public Administration Officer
DPIDG/UNDESA
+1 212 963 4607
ainbinder@un.org

Ms. Xinxin Cai
Program Assistant
DPIDG/UNDESA
+1 212 963 7573
cai2@un.org

**SAI Brazil**
Mr. Rafael Lopes Torres
Federal Auditor
TCU
+ 55 61 3527-5921
rafaellt@tcu.gov.br

Ms. Cintia Alvim Lage
International Relations Analyst
TCU
+ 55 61 3527-5921
climateGC@tcu.gov.br
Annex 1 – Maps UN premises (separate document)

Annex 2 - List of hotels near the United Nations
Note: The UN does not endorse any hotel, however, some may offer UN discounts. The list below is not in any order of preference but proximity to the UN.

Millennium Hilton New York One UN Plaza
One UN Plaza, New York, New York 10017 (First Avenue and 44th Street)
+ 1 212-758-1234

Hampton Inn Manhattan Grand Central
231 East 43rd Street, New York, New York 10017 (between 2nd and 3rd Ave.)
+ 1 212-897-3385

Pod 51
230 East 51st Street, New York, New York 10022
+ 1 212-355-0300
https://www.thepodhotel.com/pod-51/

Pod 39
145 East 39th Street, New York, New York 10016 (between 3rd & Lexington Avenues)
+ 1 212-865-5700
https://www.thepodhotel.com/pod-39/

Fitzpatrick Grand Central
141 East 44th Street, New York, New York, 10017 (at Lexington Avenue)
+1 212-351-6800
www.fitzpatrickhotels.com

Wyndham Midtown 45
205 East 45th Street, New York, New York 10017
+ 1 212-867-5100
https://www.guestreservations.com/ wingate-by-wyndham-new-york- midtown-south5th- ave/booking?msclkid=d0d85ba9b01f1de67dc4393fce2907eb

Residence Inn by Marriott
148 East 48th Street, New York, New York 10017 (between 3rd and Lexington Avenues)
+1 212-980-1003
www.newyorkresidenceinn.com
The Lexington
511 Lexington Avenue, New York, New York 10017 (at 48th Street)
+1 212-755-4400
www.lexingtonhotelnyc.com

Hotel Boutique at Grand Central
128 East 45th Street, New York, New York 10017
+1 212-297-0300
www.hotelboutiqueatgrandcentral.com

Club Quarters Grand Central
128 East 45th Street, New York, New York 10017 (corner of Lexington Avenue)
+1 212-986-6400
www.clubquarters.com

Roger Smith Hotel
501 Lexington Avenue, New York, New York 10017 (between 47th and 48th Streets)
+1 212-755-1400
Roger Smith Hotel New York, United States (newyork-hotel.com)

Carvi Hotel
152 East 55th Street, New York, New York 10022 (between 3rd & Lexington Avenues)
+1 212-752-0600
www.carvihotel.com

Hilton Garden Inn
206 East 52nd Street, New York, New York 10022
+1 212-794-6000

Courtyard New York (Midtown East)
866 Third Avenue, New York, New York 10022 (at 52nd Street)
+1 212-644-1300
Annex 3 – Map of restaurants near the United Nations