In this Logistic Note, you will find information on the following topics:

1. Contact details of the CSM Secretariat
2. Meetings Timetable
3. Meeting Locations
4. FAO Security Building Passes procedures
5. FAO HQ services and facilities
6. Interpretation
7. Local transportation and Directions
1. Contacts

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2. Meetings timeline

<table>
<thead>
<tr>
<th>Day</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Saturday, 12th</td>
<td>CSM Forum Green Room</td>
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<tr>
<td>Sunday, 13th</td>
<td>CSM Forum Green Room</td>
</tr>
<tr>
<td>Monday, 14th</td>
<td>CSF46 Plenary Hall</td>
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<tr>
<td>Tuesday, 15th</td>
<td>CFS46 Plenary Hall</td>
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<tr>
<td>Wednesday, 16th</td>
<td>CFS46 Plenary Hall</td>
</tr>
<tr>
<td>Thursday, 17th</td>
<td>CFS46 Plenary Hall</td>
</tr>
<tr>
<td>Friday, 18th</td>
<td>CFS46 Red Room/Plenary Hall</td>
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</tbody>
</table>

In order to enter FAO HQs a security building pass is needed at all times. Please bring with you a valid ID in order to pick up your security-building pass.
3. Meetings location

Breakout sessions of the CSM Forum
12-13 October
- Green Room Building A - 1st Floor
- German Room Building C C229
- Austrian Room Building C C250 bis
- Philippine Room Building C C277
- Ethiopian Room Building C C285

CSM meeting room during CFS Plenary week
14-18 October
- Malaysia Room Building B B277
4. FAO Security Building Passes procedures

CSM Forum (12, 13 October) and CFS 46 (14-18 October)

A unique building pass will be issued for both CSM Forum and CFS 46. This pass will be given to you when entering the FAOs through the visitor’s entrance. The entrance is going to open at 8:00 am on Saturday the 12th October. The ID document to be presented at the security check must be the same one that you used for registering to the CFS46. More than 200 people are expected for the CSM forum, therefore, it is highly recommended to arrive to the visitors' entrance at least 45 minutes before the meeting-starting hour that will be 9.30 am. Participants must keep this badge at all times and you do not need to return it at the end of the day but you need to bring it with you to enter FAO through the visitor’s entrance every day. Luca and Philipp from the CSM Secretariat will be at the visitors’ entrance to assist you and support you if needed.

5. FAO HQ Services and Facilities

**Wi-Fi:** FAO Buildings are all covered by free Wi-Fi connection. Please find the username and password to connect your computer, tablet, phone

<table>
<thead>
<tr>
<th>USERNAME:</th>
<th>PASSWORD:</th>
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</thead>
<tbody>
<tr>
<td>guest_internet</td>
<td>wifi2internet</td>
</tr>
</tbody>
</table>

**Photocopying, Computers and Printers:** Let’s not waste resources, and harm our precious environment - please help us in limiting the paper copies of documents by using your computer, if you have access to one and by keeping always with you your material’s folder. However, if you need to print out a paper urgently, please use the Slovak Centre (Room B013). You will find it at the ground floor of Building B, just after the Atrium. In this Room you will find computers and a printer/photocopy machine at the service of all delegations (it will be closed only during the CSM Forum days 12-13 October), otherwise you can use for urgent matters the Civil Society Working Station in Room E-111 or the CSM office in room E128.

**Coffee, Water, Food:** FAO HQs have several bars (ground floor and 8th floor of Building C) where to buy snacks, breakfasts, coffees and meals. Water fountains are available around all buildings, as coffee and snack machines.

**Post Offices and ATMs:** inside FAO HQs you will find as well a post office and ATMs to withdraw money if necessary.
Pharmacy: if needed there is a pharmacy outside FAO, please ask the Secretariat for directions.

6. Interpretation

CSM interpretation will be guaranteed during the following meetings in English, Spanish and French:
- CSM Forum
- CSM Side Events during the CFS 46 week
- CSM briefings during the CFS 46 week
- Possible night sessions during the CFS 46

Interpretation in all UN languages provided by CFS interpreters will be available during the Plenary Sessions and Special events hold during the CFS 46 week.

7. Transportation and Directions

The nearest stop to reach FAO headquarter is “CIRCO MASSIMO” (metro B). Right outside the metro station, you will find FAO building. Please follow up the indications for the visitors’ entrance.

Taxis: taxis in Rome are very expensive. Anyway, if you need to take a taxi from the Airport, be informed that the rate is fix and it is 50.00 euro.