



LOCAL INFORMATION FOR PARTICIPANTS ROME, ITALY

Latest update 02 March 2023

Location

The meeting will be held at the headquarters of the Food and Agriculture Organization (FAO) of the United Nations in Rome, Italy. The FAO Headquarters is located in the city centre of Rome, near the Circo Massimo and close to the Colosseum. A lofty white building is easy to recognize. The address is **Viale delle Terme di Caracalla**, located directly above the Circo Massimo metro station. It is also serviced by buses/trams 3, 75, 81, 160, 628 (for additional information on transit see <http://atac.roma.it>).

When you arrive at FAO, please use the main entrance and go to the reception desk in the security pavilion. We kindly ask you to bring your identity card or passport with you. Once you have received the building pass, you will be able to enter and exit the building without going to the reception desk. The building pass is valid for the duration of the meeting and must be worn at all times. Admission to FAO premises will at all times require the presentation of your building pass.

Transportation to and from the airport

Rome has two major airports: Fiumicino/Leonardo da Vinci (FCO), and Ciampino (CIA). Fiumicino is the main airport, and is served by taxis, trains, and shuttle services. The fixed taxi rates are EUR 50 from Fiumicino to the centre of Rome, and EUR 31 from Ciampino to the centre of Rome.

The [Leonardo express train](#) from Fiumicino airport to the Termini train station (EUR 14) departs the airport every half hour between 06:35 and 23:35. The local trains (EUR 8) stop at Ostiense station (end station is Fara Sabina), a 15 minute walk from FAO headquarters and depart approximately every 15 minutes.

Tickets may be purchased online or from vending machines or at the Tabacchi (newspaper stand / kiosk) at the train station in the airport. Remember to **validate tickets** before boarding the train.

Public Transportation

Tickets for Roman local transportation should be purchased in advance and are available from underground stations, tobacco shops and newspaper kiosks. Tickets cost EUR 1.50 and may be used once for metro ride and unlimited bus travel within the ticket validation time of 100 minutes. Daily ticket which is valid for 24 hours and unlimited bus and metro drives costs EUR 7. Remember to validate tickets after entering buses and trams.

You may also use contactless payment on the metro by simply tapping your card at the metro gate. This is EUR 1.50 and no ticket is issued.

Accommodation in Rome

The last page of this document contains a list of some of the hotels used by past IPPC meeting participants. Their locations can be viewed on an [online map](#).

VISA

Participants to the CPM or IPPC meeting will be responsible for obtaining their own VISA, please refer to the local Italian Embassy consulate of your country to retrieve information on what documents are necessary. Please note that VISA process might take some time so please plan accordingly.

Daily subsistence allowance (DSA) from FAO

Participants who will receive DSA from FAO should collect the DSA, upon showing ID, from the Cashier Window D202, D-building second floor between 9-11AM from Mondays to Fridays. Note that DSA can be paid in USD or EUR upon prior agreement with the Secretariat. The bank can change currency as desired.

Services at FAO Headquarters

Banks: You can carry out all banking operations within FAO, at the branches of Banca Intesa (ground floor, Building B) and Banca di Sondrio (ground floor, Building D). Opening hours are Monday-Friday, 8.30 to 16.30. Next to either Bank you will find cash dispensers accepting international bank cards, at your disposal 24 hours.

Medical Services and Emergencies: A medical unit is permanently on duty Monday-Friday, 8.30 to 17 hours, in Building B first floor, office 162, tel: 53400. For a serious emergency outside FAO, call 118. Access and Facilities for Disabled Persons

All entrances at the FAO Headquarters Complex are accessible to disabled persons with wheelchairs. A lift is specially provided in Building A, and a ramp is provided in Building D. All lifts throughout the FAO Headquarters Complex have wheelchair access.

No Smoking: Please note that FAO, in line with most other UN agencies, is now a NO SMOKING area. Smoking is not permitted anywhere inside the premises of FAO.

FAO Restaurants and Bars

Within the FAO buildings there are three coffee shops, a cafeteria and a restaurant.

Uzbekistan Lounge (former “Blue bar”): Coffee shop located on the 8th floor of Building C. They serve snacks and sandwiches all day, with cold meals for lunch. Hours from 08.00–17.00.

Casa Bar: Building D ground floor. Salads and light meals, with cold and hot meals for lunch.

Cafeteria: Self-service restaurant located on the 8th floor of Building B. They serve entrees, pasta, grilled meat or cheese, salads, desserts and drinks. Hours 12–14.00. The coffee shop is also available.

Polish Bar: Pop-up catering service (Syrian, Thai and Chinese cuisine, depending on the day). Hours from 12.00–14.30.

Restaurant: Located on the 8th floor of Building C. They offer a complete ‘menu of the day’ or ‘a la carte’ menu. Hours 12–14. Reservation required (extensions: 54268 or 56823). Several vending machines with coffee and snacks are also located on the premises

Protecting Your Valuables

A word of caution. While Rome is generally a safe city, theft can be a problem, in particular on public transportation and crowded streets. Participants are reminded to carry their valuables safely, and to keep photocopies of identification documents in a safe place in case they need to have them replaced. Lost building passes should be reported without delay to the FAO Office of Security. The FAO Office of Security operates from 07.30 a.m. to 17.30 from Room B062 (extension 55159); after 17:30 contact the Security Guards in Building A (extension 53145, 06-5705-3145 from outside FAO).

Wi-Fi access

The meeting room, as well as many other areas in FAO, has Wi-Fi access. To connect:

1. Turn on your laptop or wireless device while in an area providing Wi-Fi services
2. If your device has the Wi-Fi adapter enabled, a message should appear that says the Wi-Fi services "guest_internet" has been detected.
3. Click connect and log in with ID: visitor and Password: wifi2internet.

Telephone: FAO’s telephone number for a call made in Italy is 06 570 51; for a call made from abroad it is (0039 06) 570 51. All extensions can be reached by dialing 06 570 (not necessary if calling from one of the phones located within FAO) followed by the 5-figure extension required. For telephone information or long distance calls, please call Extension 11. To reach a number in Rome, first dial 0 and then digit the number 06.

Travel Agency: You may call upon Carlson Wagonlit Travel agency located on the ground floor of FAO (D074). The Agency is open Monday-Friday between 9.00 to 12.45 and 14 to 17. A small commission may be applied to travel operations. Emergency line out of office hours +39 06 82075812 and via e-mail at faotravel.it@contactcwt.com

Bookshop: On the ground floor of Building B, the Food for Thought Bookshop offers a selection of English, French and Spanish language books, gift stationery, and writing paper, gift wrapping paper, greeting cards and guide books. Open from 8:00 to 17:00. For more information call extension 53127.

Lost and found: If you have lost or found something, please contact the Entrance Reception on the ground floor, Building A, or the Guard Service, extension 54427.

Meditation room: A meditation area is available in Building A, second floor, room A 250ter.

Additional local information

Restaurants, a supermarket, and other conveniences are located on Viale Aventino, the main street adjacent to FAO Headquarters.

The voltage in Italy is 220V, and plug shapes vary between 2 and 3 round pins.

Local event listings are included in the English language magazine Wanted in Rome <http://www.wantedinrome.com/>.

HOTEL ACCOMMODATIONS

For the participants funded by IPPC hotel accommodation is provided and each participant will receive their hotel information once registration and travel procedures are finalised.

Please see below a list of some of the Hotel available near FAO HQ.

- Hotel Domus Maximi Via S. Prisca 118 Tel: +39 06.574.6189 Hotel Souvenir Via delle Terme Deciane 3 Tel: +39 06.575.0958
- Hotel Lancelot Via Capo d’Africa 47 Tel: +39 06 704.50615 info@lancelothotel.com <http://www.lancelothotel.com/>
- Hotel S. Anselmo Piazza S Anselmo 2 Tel: +39 06.574.3547
- Hotel S. Prisca Largo dei Gelsomini 35 Tel: +39 06.575.0469
- Hotel Grifo Via Boschetto 144 Tel: +39 06.474.23.23
- Hotel Royal Home Via Ostiense 263/E (Opposite Basilica di S. Paolo - 3 minutes from metro station) Tel: 0039.06.54.10.290 / 0039.06.54.23.0455
- Hotel Center 1 (3 stars) Via G. Giolitti, 433 00185 Roma Tel: +39 06 70451520 / 41 Fax: +39 06 70451531
- Hotel Center 2 (3 stars) Via G. Giolitti, 441 – 443 00185 Roma Tel: +39 06 7027743
- Hotel Center 3 (3 stars) Via A. Grandi, 7 00185 Roma Tel: +39 06 70300058 Fax: +39 06 70300059
- Hotel Donatello (3 stars) Via di Porta Maggiore, 83 00185 Roma Via di Porta Maggiore, 83 Tel: +39 06 7010833 Fax: +39 06 7011656
- Residence Lodi (3 stars) Via Fanfulla da Lodi, 35 00176
- Roma Reception/Booking with Hotel Center 1 Hotel Pyramid (ABC) (2 stars) Via dei Magazzini Generali, 4 00154 Roma Tel: +39 06 5780009 / 5748029 Fax: +39 06 5758261
- Hotel Center (2 stars) Via G. Giolitti, 413 00185 Roma Tel: +39 06 70451520 / 41 Fax: +39 06 7041531
- Hotel Manzoni (2 stars) Via Balilla, 1 00185 Roma Tel and Fax: +39 06 70451626 Convento Suore Oblate al Divino Amore Via Marruvio, 4, 00183, Roma Tel: 390670475611 (contact sister Ivonne) Tel: 39067004884 (contact sister Rosa del Carmen, Marta and Sor Virginia).
- Hotel Aventino Via di San Domenico, 10 00153 Rome RM, Italy Tel +39.06.570057 fax +39.06.5783604, +39.06.5741112 info@aventinohotels.com <http://www.aventinohotels.com/>
- Hotel Major Aventinus Via Sant’Anselmo, 10 00153 Roma Tel: +39 065743550 Fax: +39 065745259 info@hotelmajoraventinus.com