



LOCAL INFORMATION FOR CPM-19 PARTICIPANTS

(Latest update 2025-03-12)

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 side entrance on Viale Aventino 7. 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 while in FAO. Admission to FAO premises will at all times require the presentation of your building pass.

Daily Calendar/Schedule

The Daily Calendar/Schedule will be available on IPPC web page at: https://assets.ippc.int/static/media/files/publication/en/2025/03/INF_01_CPM_2025_Daily_Schedule_2025-03-06.pdf

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 55 from Fiumicino to the centre of Rome, and EUR 40 from Ciampino to the centre of Rome. Please note that taxi drivers in Rome payment by cash.

The [Leonardo express train](#) from Fiumicino airport to the Termini train station (EUR 14) departs the airport every half hour between 05:38 and 23:35 (see the time [here](#))

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

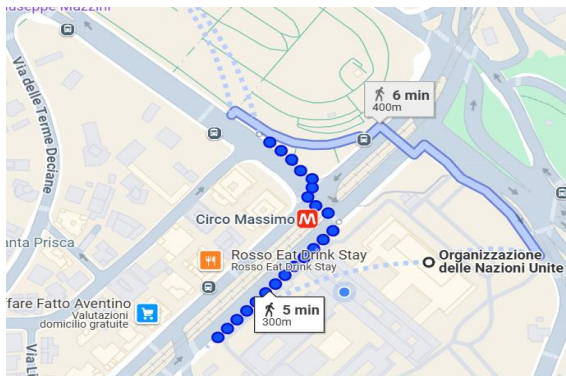
The last page of this document contains a list of some of the hotels used by past IPPC meeting participants. Their locations can be viewed on an [online map](#). For the participants funded by IPPC hotel accommodation is provided and each participant will receive their hotel information once registration and travel procedures are finalized.

VISA

Before travelling, participants should check visa requirements with the competent Italian Consulate. Kindly note that visas can be requested in the country of origin (country in which the participant holds citizenship) or in the country of residence (country in which the participant resides at the time of visa application). Participants travelling from a country where there is no Italian Consulate may apply at the correspondent Italian Consulate in a neighbouring country, or at any other Consulate, which belongs to a Schengen or European country. Visa applications should be submitted to the Italian Consulate one month before arrival in Italy. It is the responsibility of participants to request their visa applications personally, arrange for an appointment and present all the necessary documentation to the Italian Consulate. Participants who do not need an entry visa to enter Italy should ensure that their passports are valid for at least six months after the intended date of departure from the Schengen area. In these cases, upon entering Italy, border authorities may require participants to show evidence for the reason and the duration of their stay in Italy. Participants with non-direct flights to Rome should check whether a transit visa is necessary to enter the transit area of international airports.

Access to FAO Headquarters

Visitors to the FAO Headquarters in Rome may use the Building D Entrance, located at the gate on Viale Aventino. For ease of access, the FAO Headquarters is conveniently located near the Circo Massimo Metro Station (Line B), just a short 5-6 minute walk away. If you are arriving by public transport, the **Metro Line B (Blue Line)** is a convenient option. Upon exiting at **Circo Massimo**, head towards Viale Aventino, following the marked pedestrian path leading to the FAO entrance. Please ensure sufficient time for the security procedures to enter FAO premises, which it can take up to 30-40 minutes.



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.

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 from 9.00 to 11.00 hours, 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.

Code of Conduct for Participants

The 19th session of the commission on phytosanitary measures meeting meetings and events participants should be professional, respectful, inclusive and create harassment-free environments for all participants.

The Code of Conduct for UN System Events is available [here](#).

Registration

IPPC Contracting Parties

Online registration will be accessible through the password-protected area of the FAO Members <https://www.fao.org/members-gateway/home/en/> . Instructions for online registration can be downloaded from the website. Please note that online registration requires the uploading of a recent passport-size digital photograph. Credentials of the representative(s), as well as the names of alternate representatives and advisers attending the Session should be submitted to the IPPC Secretariat at the following email address: IPPC@fao.org. Please note, for CPM-19, the CPM bureau will verify the credentials of participants prior to the opening of the meeting. The CPM will then be asked to accept the credentials report from the bureau

Observer organizations

Online registration will be accessible through the password-protected area of the FAO Members <https://www.fao.org/members-gateway/home/en/>. Instructions for online registration can be downloaded from the website. Please note that online registration requires the uploading of a recent passport-size digital photograph.

Representatives from international organizations designated to attend the meeting as observers are requested to forward their names, official titles and addresses by email to IPPC@fao.org by 1 February 2025 together with a recent passport-size photograph.

Medical Services and Emergencies

A medical unit is permanently on duty Monday-Friday, 8.30 to 17.00 hours, in Building B first floor, office 162, Tel: +39 06 570 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 especially 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.

Catering Facilities	Location	Opening hours	Notes
Food Court	Bldg. B 8 th floor	11:45 - 14:30	Self-service option offering a variety of organic and international food choices.
Fountain Bar	Bldg. B 8 th floor	08:00 - 17:00	Offers an assortment of coffee, teas, pastries, sandwiches, yoghurts and beverages.
Restaurant Buffet (reservation mandatory)	Bldg. C 8 th floor	12:00 - 14:30	Open buffet food choice.
Uzbekistan Lounge	Bldg. C 8 th floor	08:00 - 17:00	Expanded selection of sandwiches, salads, pastries, sandwiches, yoghurts, ice cream, fruit and beverages.
Delegates Bar	Bldg. A Ground floor	08:00 - 17:00	Offers an assortment of sandwiches, pizza, fresh salads, beverages, yoghurts, ice cream, fruits and coffee.
Eden Bar	Bldg. D Ground floor	08:00 - 17:00	Offers an assortment of sandwiches, pizza, fresh salads, beverages, yoghurts, ice creams, fruits and coffee.

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 "**FAO-guest**" has been detected.
3. Click connect and login with ID: visitor and Password: **FAOunited2024**.

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: 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/>.

Weather

In March, Rome experiences the transition from winter to spring, offering mild temperatures and increasing daylight hours. Below is a detailed overview of the expected weather conditions:

- **Temperature:**
 - **Average high:** 15-18°C (59-64°F)
 - **Average low:** 6-9°C (43-48°F)
- **Precipitation:**
 - March remains a moderately wet month, with an average of **7-9 days of rainfall**. Showers are typically intermittent rather than prolonged.
- **Sunlight:**
 - The city enjoys **8-9 hours of sunshine per day**, with gradually lengthening daylight hours.
- **Atmospheric Conditions:**
 - Early March may still feel cool, particularly in the mornings and evenings, while mid-to-late March brings a noticeable increase in temperatures, signalling the arrival of spring.
- **Recommended Attire:**
 - Light layers, including sweaters and long-sleeved shirts, are advisable.
 - A medium-weight jacket is recommended for cooler mornings and evenings.
 - An umbrella or a waterproof jacket is useful for occasional rainfall.
 - Comfortable footwear is essential for exploring Rome's historic streets and sites.

Time Zone

The time zone in Rome is CET (Central European Time) which is equivalent to GMT/UTC +1 hour. More information can be found at the following link: <https://worldweather.wmo.int/en/city.html?cityId=201>

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 finalized.

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

Hotel	Address	Contact info
<u>Sourire Hotel</u>	<u>Via delle Terme Deciane, 3, 00153 Roma</u>	+39 06 5750958 <u>booking@sourirehotel.it</u>
<u>Hotel Lancelot Rome Colosseum</u>	<u>Via Capo d'Africa, 47, 00184 Roma</u>	+39 06 70450615 <u>info@lancelothotel.com</u>
<u>Hotel San Anselmo</u>	<u>Piazza di Sant'Anselmo, 2, 00153 Roma</u>	+39 06 570057 <u>info@aventinohotels.com</u>
<u>Hotel Villa San Pio</u>	<u>Via Santa Melania, 19, 00153 Roma</u>	+39 06 570057 <u>info@aventinohotels.com</u>
<u>Hotel Aventino</u>	<u>Via di S. Domenico, 10, 00153 Roma</u>	+39 06 570057 <u>info@aventinohotels.com</u>
<u>Hotel Santa Prisca</u>	<u>Largo Manlio Gelsomini, 25, 00153 Roma</u>	+39 06 5741917 <u>hsprisca@hotelsantaprisca.it</u>
<u>Kolbe Hotel</u>	<u>Via di S. Teodoro, 48, 00186 Roma</u>	+39 06 6798866 <u>info@kolbehotelrome.com</u>
<u>Hotel Grifo</u>	<u>Via del Boschetto, 144, 00184 Roma</u>	+39 351 5057474 <u>info@hotelgrifo.com</u>
<u>Fauno Urban Resort</u>	<u>Via della Fonte di Fauno, 31, 00153 Roma</u>	+39 06 69278743 <u>info@faunoresort.com</u>
<u>B&B Circus Maximus</u>	<u>Viale Aventino, 61, 00153 Roma</u>	+39 342 8633561 <u>info@bbcircusmaximus.it</u>
<u>The Corner Townhouse</u>	<u>Viale Aventino, 121, 00153 Roma</u>	+39 06 83911749 <u>info@thecorner-roma.com</u>
<u>Abitart Hotel</u>	<u>Via Pellegrino Matteucci, 10, 00154 Roma</u>	+39 06 4543191 <u>info@abitarthotel.com</u>
<u>Gasometer Urban Suites</u>	<u>Via del Porto Fluviale, 35/37, 00154 Roma</u>	+39 06 91518300 <u>info@gusrome.com</u>
<u>Hotel Capo d'Africa</u>	<u>Via Capo d'Africa, 54, 00184 Roma</u>	+39 067 72801
<u>Hotel Mercure Roma Centro Colosseo</u>	<u>Via Labicana, 144, 00184 Roma</u>	+39 06 770021 <u>H2909@accor.com</u>
<u>Hotel Center</u>	<u>Via Giovanni Giolitti, 433, 00185 Roma</u>	+39 06 85950237 <u>infobookinghc1@tresemtravel.com</u>
<u>Hotel Donatello</u>	<u>Via di Porta Maggiore, 83, 00185 Roma</u>	+39 06 7010833 <u>nfo@donatellorome.com</u>
<u>Hotel Celio</u>	<u>Via dei SS. Quattro, 35C, 00184 Roma</u>	+39 06 70495333 <u>info@hotelcelio.com</u>
<u>Citizenm Rome</u>	<u>Lungotevere de' Cenci, 5-8, 00186 Roma</u>	Booking via website
<u>Hotel Ripa</u>	<u>Via degli Orti di Trastevere, 3, 00153 Roma</u>	+39 0658611 <u>reservations@hotelriparoma.com</u>
<u>Bettoja Atlantico</u>	<u>Via Cavour, 23, 00184 Roma</u>	+39 064814798 <u>booking@bettojahotels.it</u>