



**IFAD '22 Conference:
Jobs, Innovation and Rural Value
Chains in the context of Climate
Transition**

21 - 24 June 2022

**Information Note
for Participants**

Getting to and from IFAD

Airports

The two main airports in Rome are Leonardo da Vinci (Fiumicino) Airport and Ciampino Airport. Fiumicino Airport is 36 km west of Rome and Ciampino Airport is 16 km southwest of Rome. From Fiumicino Airport there are [trains](#) that run until Termini Station, near Rome's historic centre. From Ciampino Airport there are [Terravision](#) and [Sit – Societa Italiana Trasporti](#) shuttle buses that connect to Termini Station. There is no direct rail link to the city centre from Ciampino Airport.

Metro (underground)

IFAD headquarters is a 15-minute walk from Laurentina Metro station in a southern suburb of Rome known as EUR. The station is the last stop on Line B, which connects to Rome's historic city centre. The station also serves as a bus terminal. Tickets for public transportation can be bought at vending machines in metro stations, at tobacco shops and newspaper kiosks. They are valid for 100 minutes, which includes one trip on the metro and/or unlimited bus travel.

Tickets must be validated immediately upon boarding the bus or tram. Further information about Rome's public transport can be obtained from the website below, which provides online maps, bus routes and directions: <https://www.atac.roma.it/index.asp?lingua=ENG>

Taxis

Taxis may be requested at the main guardhouse (ext. 2300). Taxis can also be booked directly by calling +39 06 3570, +39 06 0609, +39 066645, +39 065551. Please note that any taxi called but not used is entitled to payment of a minimum fare. There are [set fares](#) for taxis between Rome city centre and the two airports.

There are a few Rental Companies with courtesy rates for IFAD Conference participants:

Full Size Car with Driver: Up to 3 people 6am - 10pm

Blue Car Rental: blucar2000@tiscali.it;

Cel: +39 067017944

Limousine Service "Tutto Trasporti": [ONLINE FORM](#), Cell: +3487805320

From	To	Cost per car (Euro)	Fee off hour Arrival (10:01 pm-5:59 am)
FCO or CIA Airport	Rome Centre	40 Euro	5 Euro
FCO or CIA Airport	IFAD HQ	35 Euro	5 Euro
Termini Station	IFAD HQ	35 Euro	5 Euro

Shuttle bus

A shuttle bus service is available from 7.40 a.m. to 9.25 a.m. between Laurentina Metro station and IFAD headquarters and from 16.45 to 18.50 from IFAD headquarters back to Laurentina Metro station. The pick-up and drop-off point at Laurentina station is on Viale Luca Gaurico, on the main road behind the station. The drop-off and pick-up point at IFAD headquarters is at the yellow bus stop adjacent to the main entrance (between via Paolo di Dono 44 and 82). In compliance with the measures adopted by Italian Authorities, kindly be reminded that the Green Pass will be required to use the IFAD Shuttle. Body temperature screening and use of the mask before boarding remain mandatory.

Departure from Laurentina (Viale Luca Gaurico)

07.40 - 07.55 - 08.10 - 08.25 - 08.40 - 08.55 - 09.10 - 09.25 a.m.

Departure from IFAD (Via Paolo di Dono 44-82)

04.45 - 05.05 - 05.20 - 05.35 - 05.50 - 06.05 - 06.20 - 06.35 - 06.50 p.m.

From FAO (Blue Line - Circo Massimo) a shuttle bus service will be provided.

From FAO to IFAD

22, 23, 24 June at 8:15, and 8:30.

From IFAD to FAO

22 June at 19:00 and 19:30;

23 June at 18:00;

24 June at 16:00, 17:00, 18:00.

Final timing will be communicated ahead of the Conference.



Viale Luca Gaurico, behind the Metro Laurentina terminal

IFAD, Via Paolo di Dono

Information services

Entering the building

Strict security measures are in place, including metal detectors and X-ray machines for baggage scanning. Participants with implanted electronic devices such as pacemakers should not go through the metal detectors but notify the security guards of their condition.

In addition, COVID-19 access requirements have been introduced, please refer to **Annex I**. Please bring your laissez-passer, passport or any other valid photo identity card so that security officers can provide you with a building pass. Security passes must be displayed at all times on IFAD premises. Under no circumstances should you lend your security pass to anyone else.

Banking facilities

A branch of the Banca Popolare di Sondrio is located on the ground floor, close to the main reception area. It is open Monday through Friday from 8.30 to 13.30 and from 14.30 to 16.00. Two ATM machines are located in the area opposite the bank.

Telephone and Wi-Fi in IFAD

To talk to the IFAD switchboard, dial (+39) 06 54591 from outside IFAD and 9 from inside the building. To reach an internal IFAD number, dial +39 06 5459 plus the extension. Wi-Fi facilities are available in all meeting rooms. You may connect to the **ifad_guest** network using **ifadguest** as password.

Travel agency

Carlson Wagonlit Travel, IFAD's travel agent, is located on the ground floor in room B-011. The office is open every Wednesday 9.00 to 17.00 and can be reached at the phone number: 06 82075489 or by email at ifad@cwtbook.it.

Gift shop

The gift shop is located on the ground floor close to Carlson Wagonlit Travel and is open from 10:00 to 16:00 on Tuesday, Wednesday and Thursday. Items marked with the IFAD logo are sold at the shop.

Cafeteria

The cafeteria is located on the ground floor and is open from 8.00 to 17.00. It offers cold and hot beverages, sandwiches and pastries and it operates as a self-service restaurant serving hot and cold meals from 12.00 to 14.30. Coffee and vending machines are available 24/7 on minus one, second and fifth floors.

Emergency telephone numbers in Rome

Medical emergencies and ambulance - General emergencies/Police - Fire service: 112
IFAD HQ Security Operations Centre: +39 06 5459 2777

Disabled access and facilities

IFAD Headquarters is fully wheelchair accessible. Restroom facilities for disabled visitors are available on each floor.

Medical services

The IFAD nurse is located in room B-035 on the ground floor and can be reached on extension 2370. The first aid facility is available in the IFAD Medical Services for minor health problems. The IFAD nurse can assist in organizing other medical services if they are required.

IFAD COVID-19 testing and COVID-19 protection measures (Annex I)

All participants should undertake a pre-meeting **COVID-19 rapid antigen self-test within 24 hours before the meeting**. The rapid antigen results (photo of the test cartridge) are to be sent to med@ifad.org for review and clearance to access IFAD HQ building. Please add the subject on the email: "TEST results for IFAD 22". Participants can attend only if the self-test is negative.

All attendees are to adhere to the **IFAD Health Protection guideline** on inter-personal distancing, mask wearing indoors, hygiene etc.

Pharmacies

There is a pharmacy directly opposite IFAD headquarters (Via Paolo di Dono, 35) and another on Via Simone Martini, 34, a five-minute walk from IFAD.

Logistic information

Conference registration

On 21 June 2022 - and for the following days for those who does not attend the entire Conference) - participants are requested to register at the Main Entrance from 8:00 to 9:00.

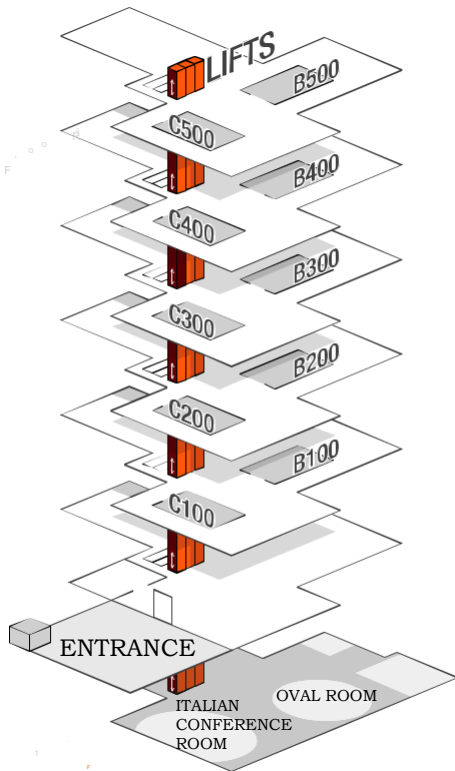
Upon presentation of a valid photo identification document, they will be provided with a Pass.

Participants are required to wear their Conference Pass at all times inside IFAD premises and not to lend them to anyone else.

Meeting venues

The Conference will be held from 21 to 24 June 2022 in room S-105, the Italian Conference Room, located on minus 1 level.

IFAD building



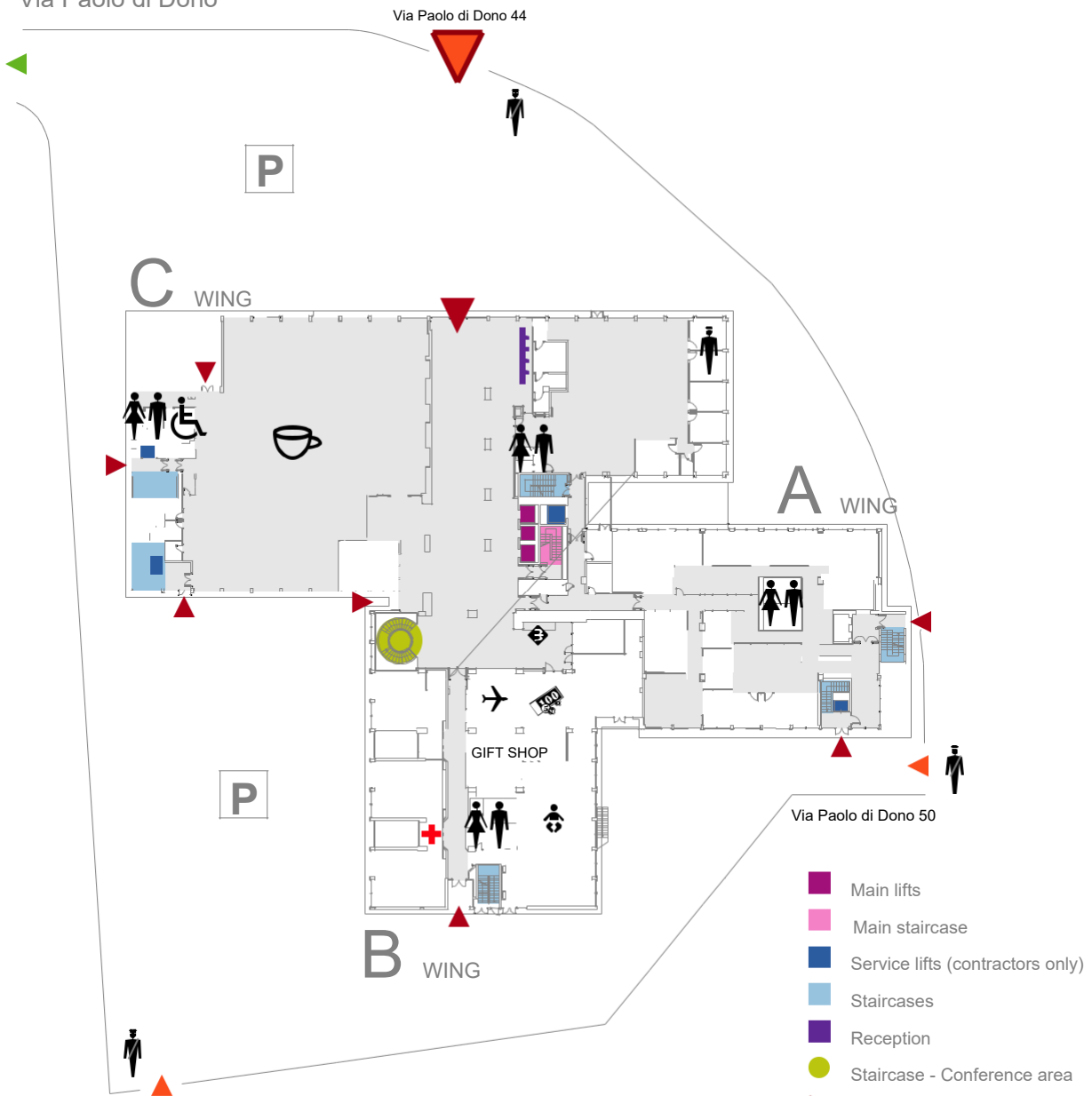
Minus 1 level



- | | | | |
|--|----------------------------------|--|-----------|
| | Entrance | | Cloakroom |
| | Main lifts restrooms | | Disabled |
| | Service lifts (contractors only) | | Restrooms |
| | Staircases | | |
| | Staircase - Conference area | | |
| | Italian Conference Room | | |
| | Oval Conference Room | | |
| | Executive Dining Room | | |
| | Conference desk | | |
| | Internet point | | |


















Ground floor

Via Paolo di Dono



Opening hours

Bank (Banca Popolare di Sondrio)	Monday - Friday	08:30 - 13:30 14:30 - 16:00
Cafeteria	Monday - Friday	08:00 - 17:00
Lunch	Monday - Friday	12:00 - 14:30
Gift shop	Tuesday - Wednesday Thursday	10:00 - 16:00
Medical services	Monday - Friday	08:30 - 12:00 14:00 - 17:00
Travel agency (Carlson Wagonlit Travel)	Wednesday	09:00 - 17:00

-  Main lifts
-  Main staircase
-  Service lifts (contractors only)
-  Staircases
-  Reception
-  Staircase - Conference area
-  Main street entrance
-  Street entrance
-  Entrance/Exit
-  Bank
-  Cafeteria
-  Cashpoint
-  Childcare
-  Disabled restrooms
-  Medical services
-  Restrooms
-  Travel agency

Entry into Italy, recommended hotels and side events

Entry into Italy

Participants are advised that, to enter Italy, their travel document (United Nations laissez-passer or national passport) should be valid for at least six months after their expected date of departure from Italy.

National passport holders

As Italy is a signatory to the Schengen Agreement, nationals of other Schengen countries can enter Italy without a visa.

Participants who require an entry visa should contact the Italian representation in their country of residence at least four weeks before they intend to enter Italy, supporting their application with a copy of IFAD's letter of invitation to the Conference.

Should difficulties arise, participants are advised to inform the IFAD Travel and Visa Section, completing and forwarding. The information provided will be used as the basis for a note that IFAD will send to the relevant Italian embassy in support of the participant's visa application.

Participants coming from countries that have no Italian consulate may be able to obtain a visa either from the representation of another Schengen country that has been authorized to represent Italy or from another Italian Embassy/Consulate nearest to the country of departure.

United Nations laissez-passer holders

Holders of a United Nations laissez-passer, irrespective of their nationality, do not require a visa when visiting Italy on official mission and for a stay of less than 90 days. The invitation letter to the Conference will be sufficient as declaration. Visitors entering Italy at Leonardo da Vinci Airport (Fiumicino) should note that there is a checkpoint exclusively for Diplomatic laissez-passer/passport (RED) holders to the right of the passport control line. It is marked with the sign "Staff Only/Lasciapassare". Using that checkpoint will speed up entry.

Hotel bookings (refer to Annex II)

Participants are responsible for making their own hotel bookings. Please note that June is high-season in Rome, hence early booking is highly recommended.

When booking, please specify you are IFAD travellers and request the hotel to apply the PHP (Preferred Hotel Programme) rate. The agreement is with IFAD and is extended to other United Nations agencies.

Whilst the hotels in EUR Laurentina area are closer to IFAD, visitors to Rome normally prefer hotels near Circo Massimo, Colosseo or Termini Metro Stations as they are more centrally located and easily accessible by public transportation.

A list of hotels that offer corporate rates to IFAD is attached (**Annex II**).

Networking farewell dinner

The **networking farewell dinner** will take place on Friday, **24 June** at 8:00 p.m at [Terrazza Caffarelli](#), located in Piazza Caffarelli. An external access from the staircase of the Capitoline Hill will take you the upper floor of the beautiful building hosting the Capitoline Museums.

Built in 1500, the exclusive Terrazza Caffarelli looks over the yard of Palazzo dei Conservatori. It offers a unique and enchanting view that captures guests visiting the spaces of the Museum every day. The unprecedented scenery will amaze you, making it the favourite place for those who want to discover the authentic taste of the City of Rome.

Please **confirm your attendance** to a.delprete@ifad.org and l.luccioli@ifad.org by **14th June 2022**.

Annex I – COVID-19 regulations

Please note the following health protection guidance in support of prevention of workplace COVID-19 transmission. We remind all participants to do their part to keep us all safe by strictly adhering to the following health and safety measures. Any attendee suffering from flu-like symptoms (such as; fever, cough, sore throat, etc.) or have been in close contact with a person suffering from COVID-19 like symptoms is to refrain from attending the meeting in-person.

➤ PERSONAL RISK ASSESSMENT FORM

All participants are to **fill out** the attached **Personal Risk Assessment form** and return it to med@ifad.org **not later than 2-3 days prior to the meeting.**

➤ COVID-19 TESTING

Evidence of negative COVID-19 antigen test (**either self-test performed at home or at external testing facilities¹**), valid for 48 hours², is required for all participants. Participants can attend only if the test result is negative and they are to **submit a proof (either photo or certificate) of the negative test result to med@ifad.org for verification and email clearance.**

➤ INTER-PERSONAL DISTANCING AND MASK WEARING

Participants are invited to maintain a **social distancing and meeting seating distancing of 2 meters apart**. Generally, **mask remains obligatory to be worn indoors** (FFP2, surgical or appropriately made cloth masks in multiple layers). During meetings the speaker (at least 1.5 meters away from others) may unmask and speak and put back on her/his/their mask after speaking. All other attendees in listening mode are to keep their masks on at all times.

¹ Please note that the IFAD COVID-19 testing facility is operational at Parking lot A and rapid antigen tests can be organised at the cost of 12 euros per person (On Mondays and Fridays from 8:00hrs to 12:00hrs, walk-in / No appointment required).

² This entails that the antigen test will need to be undertaken again after 48 hours if participants will be attending the 3-days meeting.

Annex II

Hotels



- Close to FAO HQ (metro Circo Massimo)
- Close to METRO B (blue line) stations
- Close to METRO A (red line) stations

CITY	HOTEL NAME	ADDRESS	WEB SITE	CONTACTS/PHONE	CANCELLATION POLICY	MEAL PLAN	ROOM TYPE /OCCUPANCY 1 PAX	2022 RATE INCLUSIVE OF VAT	POSITION	SHUTTLE BUS
ROME	AVENTINO	VIA SAN DOMENICO 10	www.aventinohotels.com	0039 (06) 570057 info@aventinohotels.com	24 HRS PRIOR TO ARRIVAL	BB	DBL FOR SINGLE USE STANDARD	€ 95	10-minute walk from Metro B Circo Massimo / FAO HQ	PLEASE REFER TO TIMETABLES
ROME	BE PLACE AVENTINO	VIA DI SAN SABA 22	www.beplace.eu	0039 3755417904 info@beplace.eu	BEFORE 18:00 HOURS	BB	DBL FOR SINGLE USE STANDARD	€ 90	10-minute walk from Metro B Circo Massimo / FAO HQ	PLEASE REFER TO TIMETABLES
ROME	SAN ANSELMO HOTEL	P.ZZA S. ANSELMO, 2	www.aventinohotels.com	0039 (06) 570057 info@aventinohotels.com	24 HRS PRIOR TO ARRIVAL	BB	DBL FOR SINGLE USE STANDARD	€ 130	10-minute walk from Metro B Circo Massimo / FAO HQ	PLEASE REFER TO TIMETABLES
ROME	VILLA SAN PIO	VIA SANTA MELANIA 19	www.aventinohotels.com	0039 (06) 570057 info@aventinohotels.com	24 HRS PRIOR TO ARRIVAL	BB	DBL FOR SINGLE USE STANDARD	€ 97	10-minute walk from Metro B Circo Massimo / FAO HQ	PLEASE REFER TO TIMETABLES
ROME	AMERICAN PALACE	VIA LAURENTINA 554	www.americanpalace.it	0039 (06) 5913552 americanpalace@4lcollection.com	BEFORE 18:00 HOURS	BB	SINGLE STANDARD DBL FOR SINGLE USE STANDARD	€ 72 € 79	20-minute walk from IFAD and 5 minutes walking distance to Metro B Laurentina	PLEASE REFER TO TIMETABLES
ROME	BETTOJA HOTEL ATLANTICO	VIA CAVOUR 23	www.bettojahotels.it	0039 (06) 485951 atlantico@bettojahotels.it	BEFORE 12:00 HOURS	BB	SINGLE STANDARD DBL FOR SINGLE USE STANDARD	€ 113 € 120	10-minute walk from Metro B Cavour	PLEASE REFER TO TIMETABLES
ROME	BETTOJA HOTEL MASSIMO D'AZEGLIO	VIA CAVOUR 18	www.bettojahotels.it	0039 (06) 4870270 dazeglio@bettojahotels.it	BEFORE 12:00 HOURS	BB	SINGLE STANDARD DBL FOR SINGLE USE STANDARD	€ 115 € 122	10-minute walk from Metro B Cavour	PLEASE REFER TO TIMETABLES
ROME	BETTOJA HOTEL MEDITERRANEO	VIA CAVOUR 15	www.bettojahotels.it	0039 (06) 4884051 mediterraneo@bettojahotels.it	BEFORE 12:00 HOURS	BB	SINGLE STANDARD DBL FOR SINGLE USE STANDARD	€ 117 € 124	10-minute walk from Metro B Cavour	PLEASE REFER TO TIMETABLES
ROME	HOTEL COLOSSEUM	VIA SFORZA 10	www.hotelcolosseum.com	0039 06 4827228 bookingdesk@hotelcolosseum.com	72 HRS PRIOR TO ARRIVAL	BB	DBL FOR SINGLE USE STANDARD	€ 150	300 meters from Metro B Cavour	PLEASE REFER TO TIMETABLES
ROME	MERCURE CENTRO COLOSSEO	VIA LABICANA 144	www.mercure.com	0039 (06) 770021 H2909@ACCOR.COM	BEFORE 18:00 HOURS	BB	SINGLE STANDARD SGL SUPERIOR	€ 117 € 130	10-minute walk from Metro B Colosseo	PLEASE REFER TO TIMETABLES
ROME	HOTEL OXFORD	VIA BONCOMPAGNI 89	www.hoteloxford.com	0039 06 420 3601 reservation@hoteloxford.com	72 HRS PRIOR TO ARRIVAL	BB	SINGLE STANDARD DBL FOR SINGLE USE DBL STANDARD	€ 100 € 140 € 160	800 meters from Metro A Barberini	PLEASE REFER TO TIMETABLES