

# SUMMIT OF THE FUTURE ACTION DAYS

September 20-21, 2024

**Logistics Note**  
(As of 7 September 2024)



## Summit of the Future

Our Common Agenda

**Contents**

Background..... 3

Schedule..... 3

Participation..... 3

Accessing the United Nations for the Summit of the Future Action Days ..... 4

Events in the General Assembly Hall ..... 6

Getting Around UNHQ ..... 7

Where to Eat..... 9

ATM..... 9

Medical Services ..... 9

Accessibility..... 10

Other relevant information at UNHQ ..... 10

Planning your Travel..... 11

Getting Around NYC..... 11

## Background

In support of this vision and objectives, *The Summit of the Future Action Days* will be convened by the Secretary-General of the United Nations on 20 and 21 September 2024 at the United Nations Headquarters in New York to generate additional opportunities for the engagement of all actors.

Bringing together representatives from Member States, civil society, private sector, academia, local and regional authorities, youth, and many more, the Action Days will provide an opportunity for broad engagement and inclusion. These stakeholders have all played a key role in shaping the Pact for the Future and its annexes, and will be critical to the implementation.

The Action Days will kick off with a dedicated, youth-led afternoon followed by a Saturday programme which will focus on three priority themes – digital and technology, peace and security, and sustainable development and financing. In addition to the three themes, there will also be a dedicated focus throughout the day on future generations. Expected participants include Heads of State, Ministers, senior UN officials and representatives from the private sector, civil society and other actors.

## Schedule

Please visit the [Summit of the Future Action Days website](#) for the full programme.

## Participation

The Summit of the Future Action Days will be open to all interested stakeholders and representatives of organizations whose work has been relevant in shaping, and/or to the implementation of the [Pact for the Future](#).

All in-person participants **MUST** have either a **valid UN grounds pass** or a **Special Events Ticket** issued by the United Nations to enter the United Nations Headquarters during the Summit of the Future Action Days.

### **Who needs to register for the Summit of the Future Action Days?**

#### **If you have a valid UN Grounds Pass for the UNHQ in New York:**

Anyone with a **valid UN Grounds Pass** for the UNHQ in **New York**, including members of official government delegations, UN Entities, IGOs, media, affiliates and retirees, will be able to access UNHQ premises on 20-21 September **without additional registration**.

Note: Civil society representatives who have already been issued annual grounds passes before 30 August 2024 will also be able to access the UNHQ premises on both days.

Please note that, **as an exception, Affiliate badges (“A”), CSO badges (“N”) and retiree badges (“R”) will also be valid** during the two days of the Summit of the Future Action Days (20 – 21 September).

**If you DO NOT have a valid UN Grounds Pass for the UNHQ in New York:**

All interested participants **without a valid UN grounds pass** should have **registered** to receive a Special Events Ticket. This includes those who are NOT members of the official delegations of Member States/GA-accredited IGOs/specialized agencies to GA79.

**Note!** UN Laissez Passer (UNLP) Passport holders who do not have a valid UN grounds Pass **must have registered** to access the UNHQ premises and attend the Summit of the Future Action Days with a Special Event Ticket.

Registration for the Summit of the Future Action Days closed on 6 September. There will be no on site registration.

**Activation of badges from other Duty stations (UN Staff Only) to be used at the UNHQ in New York**

**UN Staff** from other duty stations can request their UN grounds pass to be activated for use at UNHQ New York. The UN staff member must contact their parent UN Pass and ID Office and inform them of their intended travel and check if this activation can be provided. Their Parent Pass and ID office will contact the UNHQ New York Pass and ID Unit with the required details for pass activation. Once all the information is received and approved, the UNHQ New York Pass and ID Unit will activate the pass for the duration requested. *Requests for pass activations must be submitted at least 4 days prior to the UN Staff member’s arrival in New York.*

## [Accessing the United Nations for the Summit of the Future Action Days](#)

**Picking up your Special Event Ticket:** If you do not have a UN grounds pass AND your registration request for a Special Event Ticket has been approved, please bring a copy of your approval letter AND a government-issued photo ID (must be from a UN Member State or a Non-Member Observer Member State) to collect your Special Events Ticket at the following location/time:

- Thursday, 19 September, 10:00 a.m. – 4:00 p.m. (**Strongly recommended** considering the high number of participants.)
- Friday, 20 September, 10:00 a.m. – 4:00 p.m.
- Saturday, 21 September, 8:00 a.m. – 2:00 p.m.

Where: UN Visitors Center, 801 1<sup>st</sup> Avenue, New York, NY 10017 (West side of 1<sup>st</sup> Avenue between 45th and 46th Streets)

Please note: Special Events Tickets (SET) can only be picked up during the above time windows. The Secretariat will not be able to facilitate any latecomers/late requests. Participants are responsible for securing their SETs – replacement of lost or damaged SETs will not be possible.

Please note! All those with valid UN Grounds Passes for the UNHQ in New York, do not need a Special Event Ticket to access the UNHQ to attend the Summit of the Future Action Days. Your UN Grounds Passes (blue badge) will grant you access to all events during the Summit of the Future Action Days!

### **Required documents for collection of Special Event Ticket:**

- 1) Photo ID:** A valid photo identification issued by the government of a United Nations Member State or a Non-Member Observer State. The photo identification must be original (no photographs or photocopies accepted), in Latin/Roman characters, and may include: passports, driver's licenses, national identity cards and IDNYC cards. **The name on your ID must match the name on your INDICO registration exactly.**
- 2) Approval Letter:** Please bring a printed copy or a digital display of the email and the pdf **approval letter** that you received through Indico upon the approval of your registration. This will help us to quickly verify your registration and issue the SET to you.

**Entering the UN campus:** Representatives of the official delegations of Member States and Observers (D badge or O badge), UN staff ("S"- badges) will be able to use the entrances on 43rd or 46th street. All other participants including SET holders will need to proceed through the UN security screening at the UN visitor's entrance on 46th Street. Doors open for the Action Days on:

- Friday 20 September 2024, from 11.00am
- Saturday 21 September 2024, from 7.00am

*Please note, Special Events Tickets for the Action Days will not be valid before 11am Friday 20 September or after 7pm Saturday 21 September.*

### **Arrive Early!**

Due to the large number of registered participants, expect long lines at the SET pick up and the security screening! Please be courteous to UN staff working onsite and to other participants.

Participants are encouraged to arrive at least one hour prior to the sessions they would like to attend to allow for sufficient time for the security screening.

Please note that participants will not be able to check in or bring any suitcases or bags larger than 14" (35 cm) x 13" (33cm) high x 4" (10 Cm).

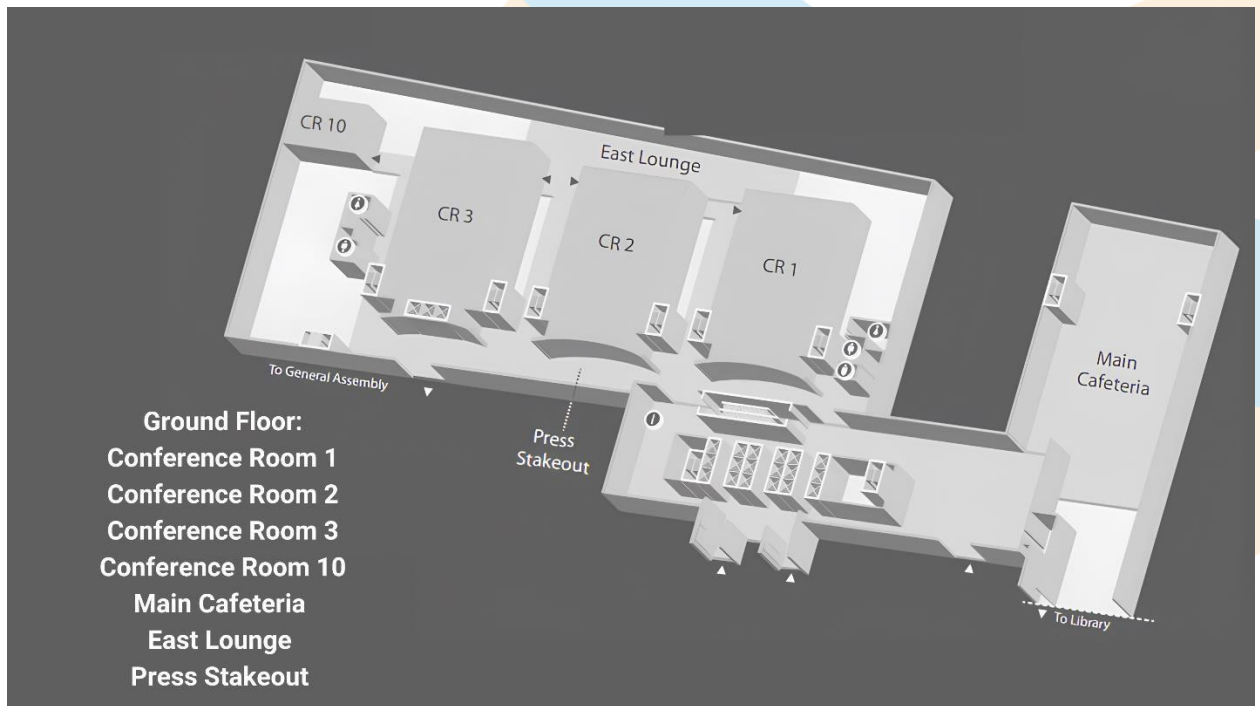
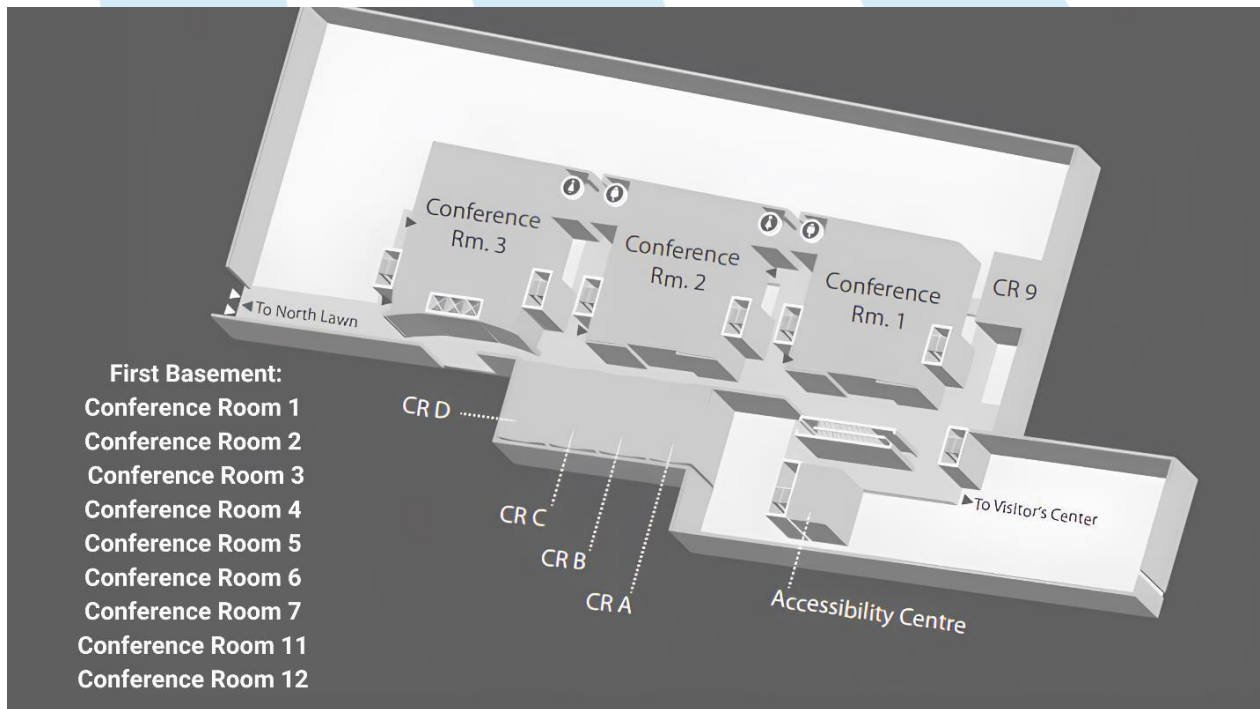
Please also note that once a conference room has reached capacity, UN Security will no longer be able to let participants enter. If that is the case, please peruse the programme on the Summit of the Future Action Days website to identify alternative sessions to attend as needed. The Main Sessions as well as a number of side-events will be broadcast on [UN Web TV](#).

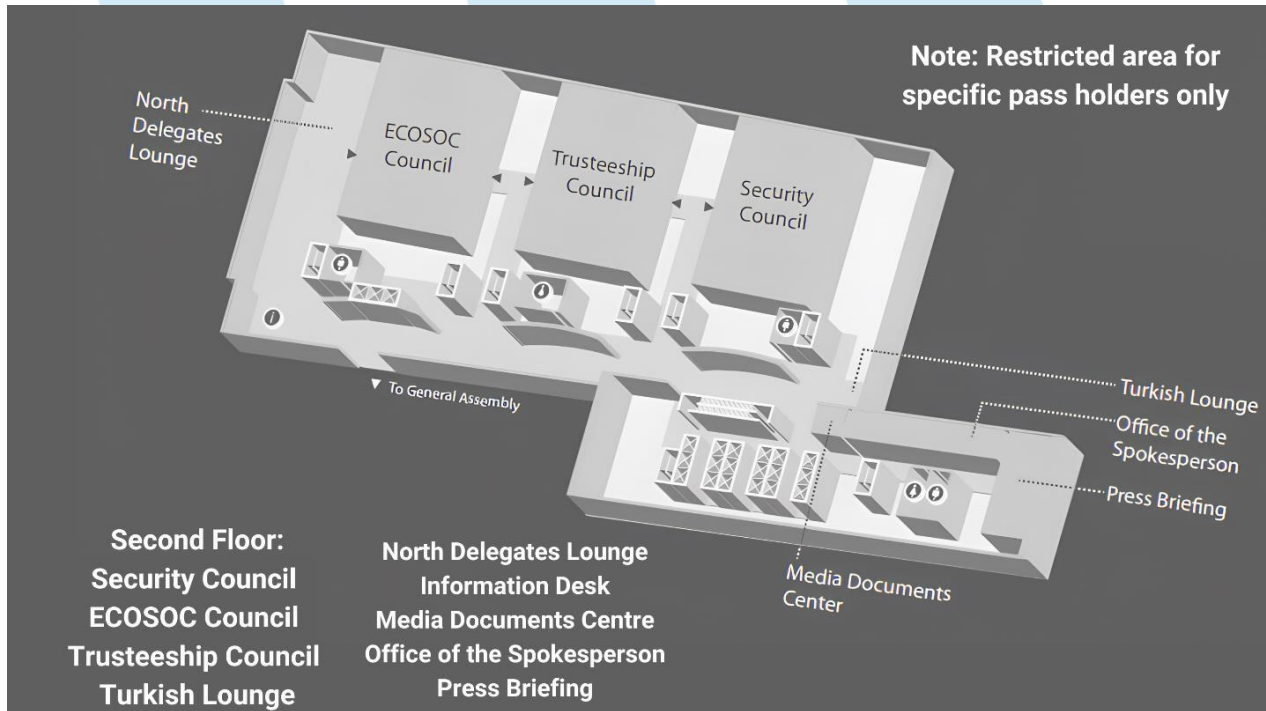
**Please note, that registration for the Summit of the Future Action Days does not grant entry to the Summit of the Future (22-23 September) itself or any other event scheduled at the United Nations Headquarters during the UN General Assembly High-Level Week.**

### **Events in the General Assembly Hall**

To access the opening ceremonies of the Action Days in the General Assembly Hall, participants will have to enter through the UN visitor's entrance on 46<sup>th</sup> Street and take the elevators in General Assembly building lobby. Given the high volume of expected participants, please note that once the General Assembly Hall is at capacity, participants will be directed to overflow venues and as such we recommend you arrive early if you want a seat in the General Assembly Hall.

# Getting Around UNHQ





Please note: The second floor of the Conference Building is a restricted area for specific pass holders only. All participants, except those holding a "D" badge, should access the ECOSOC Chamber and the Trusteeship Council Chamber through the third floor.



## Where to Eat

Participants can purchase food and beverages at the UN Cafes inside the UNHQ.

### **Visitors Café**

- General Assembly Building – 1<sup>st</sup> Basement South
- Friday 20 September: 9 AM – 5 PM
- Saturday 21 September: 9 AM – 5 PM

### **Vienna Café**

- General Assembly Building – 1<sup>st</sup> Basements South
- Friday 20 September: 8 :30 AM – 5 PM
- Saturday 21 September: 9 AM – 6 PM

### **Café de la Paix**

- Secretariat Building – 1<sup>st</sup> Basement
- Friday 20 September: 11 AM – 3 PM
- Saturday 21 September: 9 AM – 5 PM

### **Riverview Cafeteria**

- Conference Building 4<sup>th</sup> Floor South
- Friday 20 September: 11 AM – 3 PM

Alternatively, you may choose to dine at one of the many restaurants located in close proximity to the UN. Should you decide to leave the UN premises, your name-specific special event ticket will enable you to re-enter, but you will need to go through security screening again.

## ATM

The United Nations Federal Credit Union (UNFCU) has cash machines (ATMs) inside the United Nations Headquarters. They are located in the 1B Basement next to the Bookshop, next to the 4<sup>th</sup> floor cafeteria entrance and on the 1<sup>st</sup> floor next vending machines near the Lobby Café.

## Medical Services

Participants are responsible for making their own insurance arrangements, including life, health and other forms deemed appropriate. Make sure that you are covered by your health insurance provider during your stay. The United Nations does not take responsibility for the ill health of any participants during their stay.

## Accessibility

The United Nations Headquarters is accessible for disabled visitors and persons with limited mobility. The ECOSOC Chamber and the Trusteeship Council Chamber are accessible for wheelchair users from the 2<sup>nd</sup> floor.

## Other relevant information at UNHQ

- Within United Nations premises, all persons are required to comply with safety and security regulations, as well as the rules and procedures of the organization. Any act that disrupts the normal functioning of the organization's programmatic activities, such as public displays of any form, including, but not limited to, clothing, banners, placards or other written or visual means, as well as vocal/audio sounds, gatherings, or demonstrations of any kind, including passive, is not allowed.
- All individuals present on the United Nations premises are expected to fully cooperate with United Nations security officers at all times. Refusal to comply with applicable regulations may result in temporary detention or removal from or denial of access to the premises in accordance with Section 10 of the United Nations Headquarters Agreement and ST/AI/2019/5, entitled "Authority of United Nations Security Officers".
- **Please bring your own water bottle!** Participants are encouraged to bring their own water bottle and to enjoy the fresh water from the fountains inside the UNHQ.
- No food, drinks or backpacks and bags larger than 14" (35 cm) x 13" (33cm) high x 4" (10 Cm) will be allowed through UN Security. Please note that there are no storage facilities at the UNHQ.
- Cameras and other media equipment are NOT allowed through UN Security unless prior arrangements for approval have been made through session organizers.
- Please be mindful that, by attending the Summit of the Future Action Days you will be entering an area where photography, as well as audio and video recording, may occur. By joining the event, participants consent to appearing in images and recordings and to the release, publication, exhibition and reproduction of such images and recordings.
- The United Nations Headquarters is a workplace for delegates and staff. Participants are reminded to behave appropriately, to keep noise levels down and to dress in a way that respects the professional working environment of the United Nations.
- United Nations Security reserves the right to deny entry or remove from the premises anyone not behaving or dressed appropriately.

- Anyone under 18 must be accompanied by a chaperone.
- Please note that the Summit of the Future Action Days will be paperless. All relevant documentation can be accessed at the Summit of the Future Action Days webpage: <https://www.un.org/en/summit-of-the-future/action-days>.
- There is no charge to attend the Action Day. All events are free to attend.

## Planning your Travel

Registered participants are personally responsible for arranging their travel to and from New York City and for obtaining the necessary entry visa(s) for travel to and from the meeting venue. Please ensure that the necessary arrangements are made in a timely fashion to obtain a US visa, as appropriate. Information regarding US visas can be found on this website: <http://usembassy.state.gov/>.

The three main airports in NYC are:

- John F. Kennedy International Airport
- Newark International Airport
- LaGuardia Airport (for flights within the US and from Canada and the Caribbean)

The two major train stations in NYC are:

- Penn Station (Amtrak, New Jersey Transit, Long Island Railroad)
- Grand Central (Metro North, Long Island Railroad)

## Getting Around NYC

- Subway: Number 4, 5, 6 or 7 trains to Grand Central Station: walk east to 1st Avenue.
- Buses: Coming from lower Manhattan, bus M15 will stop on 1st Avenue in front of the United Nations. From uptown, bus M15 will run on 2<sup>nd</sup> Avenue and stop on 46th and 42nd Streets. Buses M42 and M104 stop on 42nd Street and 1st Avenue in both directions.
- Taxis: New York City taxis are available from any destination.