



Information note for in-person participants

1. Location

The 2022 Annual General Assembly (AGA) of the Global Donor Platform for Rural Development (GDPRD) will be held on Tuesday, 14 and Wednesday, 15 June 2022 at [IFAD headquarters](#) in Rome, Via Paolo di Dono 44.

The sessions will mainly take place in IFAD's main conference rooms: the **Italian Room** and the **Oval Room**, located in the -1 floor. Smaller meeting rooms will be used to host interactive breakout sessions.

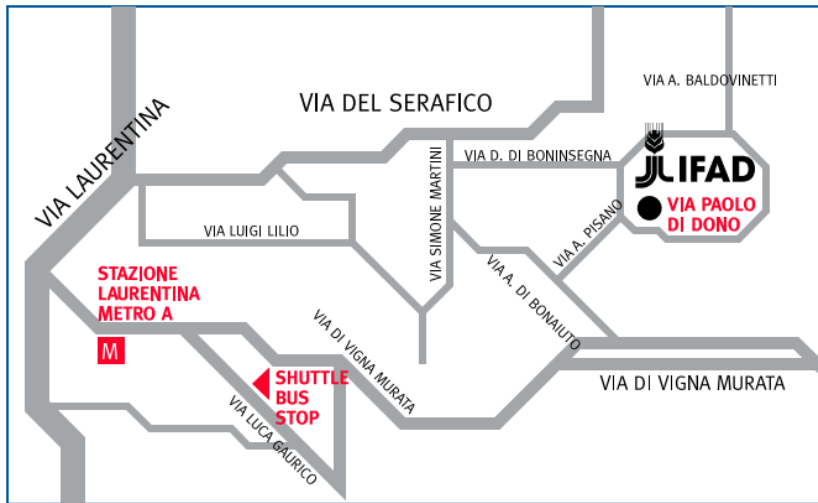
2. Transportation to/from IFAD premises

The IFAD building is approximately a 20-minute drive from Leonardo da Vinci Airport (Fiumicino). The [Leonardo Express](#) train can be used to reach Rome's central train station (Roma Termini) from the Airport. Should you want to use a taxi, please only use **official taxis** (white cars bearing the "TAXI" sign on the roof) offering a fixed fare of **EUR 60**. Radio Taxi Services can be called at +39 06 3570 / 06 4994.

The nearest metro station to IFAD HQ is **Laurentina (B Line)**. A shuttle bus service between Laurentina metro station and the IFAD building is available under the following schedule:

Morning rounds (Laurentina to IFAD HQ)	Afternoon rounds (IFAD HQ to Laurentina)
7:40 a.m.	16:45 p.m.
7:55 a.m.	17:05 p.m.
8:10 a.m.	17:20 p.m.
8:25 a.m.	17:35 p.m.
8:40 a.m.	17:50 p.m.
8:55 a.m.	18:05 p.m.
9:10 a.m.	18:20 p.m.
9:25 a.m.	18:35 p.m.
-	18:50 p.m.

The pick-up and drop-off point at Laurentina station is Viale Luca Gaurico 9-11, on the main road behind the station, while the IFAD drop-off and pick-up point is the yellow bus stop across the road from the guardhouse at the main entrance (between Via Paolo di Dono 50 and 44).



3. Access to IFAD premises

Health protection measures

In order to ensure maximum safety and health protection during this event, all participants are required to:

- Fill out the [Personal Health Risk Assessment Form](#); and return it to med@ifad.org by **7 June 2022**.
- Undertake a **COVID-19 rapid antigen self-test** within **24 hours** before the meeting.
- Send the results to med@ifad.org for access clearance. When sharing the results, please add the following subject line on the email: "TEST results for Annual General Assembly GPR".

Participants can also opt to undertake the antigen test at IFAD's in-house testing facility, located at IFAD HQs parking lot. The testing facility can be used on **Monday 13 June** from **8.00 a.m.** to **12.00 p.m.** Test results must be shared with med@ifad.org with the same subject line as above.

Participants can attend only if the antigen test is negative.

Security measures

Upon arrival at the IFAD Guardhouse, all participants should provide an **ID with photo** to the receptionist, who will check your details against the participant list and will issue a **temporary access badge**. The badge must be worn at all times on IFAD premises. The ID check will be conducted each time when entering the premises.

All participants will have to undergo **metal detector scan** and **luggage X-ray scan** before accessing IFAD premises. Anyone wearing a medical device, such as a **pacemaker**, is asked to provide applicable documentation to security staff upon arrival for alternative screening arrangements. Any visitors with additional support needs are requested to inform the meeting organiser in advance so that relevant access arrangements can be provided.

Members of the GDPRD Team will welcome you upon arrival, and will escort you to the meeting location and back to the exit point at the end of the sessions.

4. Services at IFAD premises

Medical services: Medical personnel and first-aid facilities are available at IFAD headquarters. The nursery is located in the lobby.

Banking facilities: A branch of Banca Popolare di Sondrio is located on the ground floor, close to the main reception area. The bank will follow regular Italian banking hours from 8.30 a.m. to 13.00 p.m. and from 14.30 p.m. to 16.00 p.m. Two ATMs are also available within IFAD premises.

Wi-Fi connection: Wi-Fi is available in the entire building:

- Wireless network SSID: ifad_guest
- Password: ifadguest

Cafeteria: IFAD has a cafeteria and coffee bar on the premises. Hot meals are available from 12.00 p.m. to 14.30 p.m. Hot and cold beverages and snacks are available from 8.00 a.m. to 17.00 p.m. Vending machines are available in the conference area (-1 floor) and on the second and fifth floors.

Duty-free gift shop: A duty-free gift shop is located in IFAD's lobby. The shop carries clothing, perfumes, cosmetics, pens, suitcases, watches, jewellery, ties, other accessories and wine at a discounted duty-free rate.

5. Organization of the sessions

Tuesday 14 June

- A welcome coffee will be hosted by the Platform Secretariat from 8.30 a.m.
- The opening session will start at 9.10 a.m.
- A buffet lunch for all participants will be hosted by the Platform Secretariat from 12.30 p.m.
- Sessions will resume at 14.00 p.m.
- A coffee break will be hosted by the Platform Secretariat from 15.15 p.m.
- Sessions will resume at 15.30 p.m. and are expected to finish at 17.30 p.m.

Wednesday 15 June

- A welcome coffee will be hosted by the Platform Secretariat from 8.30 a.m.
- Sessions will start at 9.00 a.m.
- A coffee break will be hosted by the Platform Secretariat from 10.40 a.m.
- Sessions will resume at 11.00 a.m.
- Sessions will break for lunch at 12.30 p.m. Please note that this lunch will not be hosted by the Platform Secretariat.
- Sessions will resume at 14.00 p.m. and are expected to finish at 15.45 p.m.

Event agenda and documentation

- The agenda of the event and additional relevant documentation will be made available in soft and hard copies on the first day of the Assembly.

6. List of suggested hotels

Please see below a list of preferred hotels offering special rates to AGA participants. We advise to make your booking via phone or email, specifying that the purpose of your stay is to attend the AGA Conference **hosted by IFAD** on 14-15 June.

CITY CENTER							
Hotel name	Address	Web site	Phone	Cancellation Policy	Room Type /occupancy 1 pax	2022 Rate inclusive of VAT	City tax amount not included in the rate
ANTICO PALAZZO ROSPIGLIOSI	VIA LIBERIANA 22	www.therelaxinghotels.com	39 (06) 48930495	48 HOURS BEFORE	DBL FOR SINGLE USE STANDARD	€ 115	€ 6.0
BETTOJA HOTEL ATLANTICO	VIA CAVOUR 23	www.bettojahotels.it	39 (06) 485951	BEFORE 12:00 HOURS	DBL FOR SINGLE USE STANDARD	10% on current rate	€ 6.0
					SINGLE STANDARD		€ 6.0
BETTOJA HOTEL MASSIMO D'AZEGLIO	VIA CAVOUR 18	www.bettojahotels.it	39 (06) 4870270	BEFORE 12:00 HOURS	DBL FOR SINGLE USE STANDARD	10% on current rate	€ 6.0
					SINGLE STANDARD		€ 6.0
BETTOJA HOTEL MEDITERRANEO	VIA CAVOUR 15	www.bettojahotels.it	39 (06) 4884051	BEFORE 12:00 HOURS	DBL FOR SINGLE USE STANDARD	10% on current rate	€ 6.0
					SINGLE STANDARD		€ 6.0
HOTEL LANCELOT	VIA CAPO D'AFRICA 47	www.lancelothotel.com	39 (06) 70450615	48 HOURS BEFORE	DBL FOR SINGLE USE STANDARD	€ 130	€ 4.0
SANTA PRISCA	LARGO GELSOMINI 25	www.hotelsantaprisca.it	39 (06) 5741917	48 HOURS BEFORE	DBL FOR SINGLE USE STANDARD	€ 84	€ 3.0
EUR AREA							
Hotel name	Address	Web site	Phone	Cancellation Policy	Room Type /occupancy 1 pax	2022 Rate inclusive of VAT	City tax amount not included in the rate
IBIS STYLES ROMA EUR	VIALE EGEO 133	www.accor.com	39 (06) 94442000	BEFORE 18:00 HOURS	DBL FOR SINGLE USE STANDARD	€ 112	€ 6.0
PULITZER ROMA	VIALE G. MARCONI 905	www.hotelpulitzer.it	39 (06) 598591	24 HOURS BEFORE	DBL FOR SINGLE USE STANDARD	€ 114	€ 6.0