

LOGISTICS CLUSTER GLOBAL MEETING

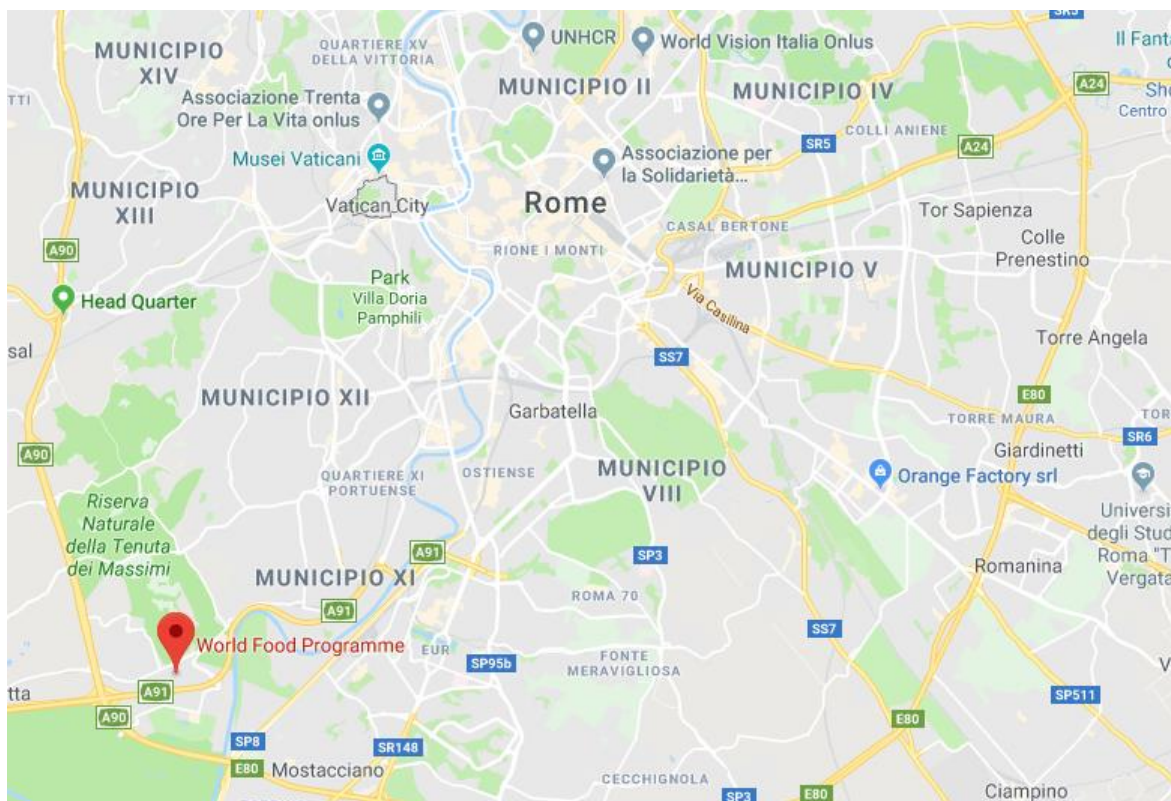
6 to 7 November 2018

The Logistics Cluster Global Meeting will take place on **6 and 7 November 2018**, and will be hosted by the World Food Programme (WFP) at their headquarters in Rome, Italy.

Location:

Please find the full address and map below:

**Via Cesare Giulio Viola 68,
00148 Rome**



Venue Information

PLEASE NOTE the following important dates and times in relation to the meeting.

- Suggested attendee arrival: Monday 5 November, no later than 17:00
- The meeting will commence at 9:00, Tuesday 6 November
- The meeting will conclude at 17:00, Wednesday 7 November
- Suggested attendee departure: Wednesday 7 November, after 20:00

Please arrive at the meeting room **at least 10 minutes** prior to the start of the meeting.

On the first day, please arrive at the Security Desk at the entrance to WFP approximately 30 minutes before the meeting begins. WFP Security will have a list of participants and will be expecting you. In order to clear security, you will need to bring an identity document (passport, national identity card

or driver's licence) that you will leave with security for the duration of the meeting. You will be provided with a temporary access pass for the two days of the meeting which will be exchanged in return for your identification document at the conclusion of the event. While in the WFP compound, this pass must be clearly displayed at all times.

Arrival and Departure of Participants

We kindly ask that you arrive in Rome by the evening of 5 November 2018. Please organise your return flight departure no earlier than 20:00 on 7 November 2018.

Please note that UNHRD is hosting their Global Partner Meeting in Rome on 8 November. For more information, please contact unhrd@wfp.org.

Accommodation

The WFP office is not located within the centre of Rome so while there are accommodation options near the venue, you may alternatively prefer to stay within the centre and commute.

Rooms have been pre-booked for attendees at the three accommodation options listed below. The **pre-reservations will only be held until 15 October** and it is the responsibility of the attendee to contact the hotel directly to confirm their booking. Credit card details will need to be provided upon reservation.

Lungotevere Suites Apartments (20 rooms)

(A 5-7 minute walk to Trastevere station for the train to Muratella station)

Lungotevere degli Artigiani, 20, 00153 Roma

Block booking number: **WFP05071118**

WFP standard rate: €110 per night + €4 city tax per day

Tel: +39 06 9451 8330 Email: info@lungoteveresuite.com

Web: <http://lungoteveresuite.com>

Hotel Villa San Pio (20 rooms, 5 of which have possible checkout on 8 November)

(A 15-20 minute walk to Ostiense station for the train to Muratella station)

Via Santa Melania, 19, 00153 Roma

Block booking number: **# 137953 (GROUP WFP)**

WFP standard rate: €110 per night + €4 city tax per day

Tel: +39 06 570057 Email: info@aventinohotels.com

Web: <http://aventinohotels.com/villasanpio>

H10 Roma Citta (20 rooms, location of UNHRD Global Partner Meeting)

PLEASE NOTE ROOMS ONLY PRE-RESERVED AT THIS HOTEL UNTIL 18 SEPTEMBER

(A 15-20 minute walk to Trastevere station for the train to Muratella station)

Via Amadeo Avogadro, 35, 00146 Roma

Block booking number: **WFP Group**

WFP standard rate: €110 per night + €4 city tax per day

Tel: +39 06 5565215 Email: groups.hrc@h10hotels.com

Web: <http://hotelh10romacitta.com>

Participants are also welcome to arrange their accommodation independently. Below are some other suggestions close to WFP headquarters:

Hotel Holiday Inn

(5 minute walk to WFP HQ)

Via Castello della Magliana, 65, Parco de Medici

Tel: +39 06 65581 Email: reservations@holidayinn-eur.it

Residence Parco de Medici

(5 minute walk to WFP HQ)

Via C. G. Viola, 19, Parco de Medici

Tel: +39 06 602331 Email: prenotazioni@pdmr.it

Web: <http://www.pdmr.it/>

Airport Transfers

Taxis are the easiest option to transfer from either Rome airport to your accommodation.

Taxis from Fiumicino-Leonardo Da Vinci Airport to central Rome are fixed at €48, including luggage and up to four passengers.

Taxis from Ciampino Airport to central Rome are fixed at €30, including luggage and up to four passengers. While taxis are available 24 hours, the taxi stand at Ciampino Airport may be empty for large periods of time after midnight. If you are arriving on a late flight, it is suggested that you pre-book a taxi by contacting massi.santorelli@gmail.com.

Train and bus options are also available.

For train services from Fiumicino airport, visit [here](#), and for bus services, visit [here](#).

For train services from Ciampino airport, visit [here](#), and for bus services, visit [here](#).

Transport and Other Information

Rome is connected by a network of public transport including buses, trams and metro lines. Tickets (valid for all forms of public transport including some local train journeys such as the trip between Rome and Muratella) must be purchased in advance, are valid for 75 minutes and cost €1.50. They are available in all metro stations, tobacco shops and newsagents as well as from machines located at the airport and major bus stops. It is recommended that you purchase multiple tickets as these can be difficult to buy in the Parco De Medici complex where WFP is located. To calculate the easiest transportation route from any location in Rome to WFP, you can consult the ATAC public transport website – www.atac.roma.it.

From Central Rome to the WFP office by train:

- Board the FR1 line train towards Fiumicino airport
- Disembark at Muratella station
- The WFP office is a short five minute walk from the station. Exit the station on the side of the platform the train arrives, then turn right and walk for approximately 100 meters until you see a WFP sign on your left indicating a pathway to WFP. At the end of this path, turn right again until you reach the entrance of WFP HQ.



- Trains leave every fifteen minutes. The journey takes approximately 15 minutes from Ostiense Station, and approximately 12 minutes from Trastevere Station.

Taxis & Uber:

- Taxis are widely available and should have a 'Comune di Roma' sticker on the outside of the car. A taxi from Central Rome to WFP headquarters is €20-30 and takes approximately 20 minutes depending on traffic conditions.

Radiotaxi – 06 3570, Prontotaxi – 06 6645 or download the MyTaxi app

- Uber X is not available in Rome. Uber Black is available but is not as commonly used.

Costs**Lunch:**

- For participants, lunch as well as tea, coffee and snacks will be provided during meeting days.

Dinner:

- For those who confirm, information on the dinner event will be shared closer to the time.

Please be aware that all costs for transport to and from the meeting venue, as well as accommodation for the duration of the meeting must be covered by participants.

Meet and Greet Event

The Logistics Cluster would like to welcome any attendees who will be arriving in Rome on 5 November to an informal 'Meet and Greet' event. The time and location will be shared closer to the date. Please note that any costs associated with this event will be covered by participants.

Visas and Invitation Letters

It is the responsibility of each attendee to check visa requirements for Italy based on their country of citizenship, and to obtain any necessary visas or permissions. If you require a letter of invitation to support your visa application, please contact hq_im_rome@wfp.org.

Dress Code and Weather in Rome

The dress code for the meeting is smart casual.

Please note that the average temperatures in Rome at this time of year range from 8° to 17° celsius.

Administrative Questions

Please direct all administrative questions to hq_im_rome@wfp.org.

We look forward to welcoming you to Rome!