

## UNCTAD Registration Steps

Dear Participant,

The Intergovernmental Forum on Mining, Minerals, Metals and Sustainable Development (IGF) 10th Annual General Meeting (AGM) will be held at the Palais des Nations, Geneva, Switzerland, from **Monday, October 20<sup>th</sup>, 2014 – Friday, October 24<sup>th</sup>, 2014**.

The UN Security registration procedures have changed as of March 1<sup>st</sup>, 2014. We kindly ask you to follow the procedures outlined below to be able to register for these meetings before the **12<sup>th</sup> of September, 2014** in order to receive a security pass to access the Palais des Nations. **In all cases, registration will close on October 16<sup>th</sup>, 2014.**

Please visit the web address listed below and follow the electronic registration process:

1. Create your login and password;
2. After receiving the confirmation email, please complete your profile;
3. Once your registration is confirmed by UNCTAD, the system will automatically generate a Registration Form that you have to print and bring to the Palais des Nations with your passport in order to get a security pass;
4. Your profile will remain in the system, and can be accessed at any time for updates. In addition, your profile can be used for future meetings at the Palais des Nations for which you have been invited.

This new procedure is mandatory for all participants, which will provide you with access to the AGM meetings. Your security badge will be issued to you upon your arrival at the Palais des Nations.

**Please note that confirmation by UNCTAD to attend the AGM is not an offer of financial assistance from the Secretariat.** Please complete the Request for Financial Assistance form (available from the Secretariat) and return it to the IGF Secretariat, should you see financial assistance.<sup>i</sup>

Online Registration and other information about the IGF are available at:

- 1) UNCTAD website: <http://unctad.org/en/Pages/MeetingDetails.aspx?meetingid=492>
- 2) IGF website: [http://www.globaldialogue.info/wn\\_e.htm](http://www.globaldialogue.info/wn_e.htm)

Please do not hesitate to contact us if you have any questions.

We look forward to your participation in October.

Secretariat of the Intergovernmental Forum on  
Mining, Minerals, Metals and Sustainable Development (IGF)  
Secrétariat du Forum intergouvernemental sur l'exploitation  
minière, les minéraux, les métaux et le développement durable  
Secretaría del Foro Intergubernamental sobre Minería, Minerales,  
Metales y Desarrollo Sostenible  
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Tel: + [343-203-4801](tel:343-203-4801)

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<sup>i</sup> **The IGF Secretariat can only guarantee support to a limited number of delegates, and will process requests in the order they are received.**

