

**Preparatory Committee for the United Nations
Conference on Housing and Sustainable Urban
Development (Habitat III)
First session
New York, 17 and 18 September 2014**

Guidelines for Side event organizers

1. Side events are open to all Preparatory Committee participants.
2. Annex 1 below is reflecting the list of side events with allocated date, time and room for your guidance.
3. Side events are announced on the website of Habitat III at www.unhabitat.org/preparatory-process/, as well as on the electronic notice panels in the hallway of the United Nations main entrance and outside each allocated side event room.
4. Organizers should plan to hold their event in English or make their own interpretation arrangements (consecutive interpretation without booth) as interpretation services are not available for side events.
5. Each room will be equipped with a laptop (incl. CD drive), beamer and screen for projection of video's, slides or power-point presentation, as well as microphones. If you wish, you may come with your own laptop which must have a VGA output. It is not possible to provide any other additional technical equipment.
6. The seating capacity for each side event room (room A, C and D located in the Conference Building) is a maximum of 53 people and all have the same layout like conference room A (see below for your information). Please note that the layout can't be changed.
7. Only printed materials that are directly related to the agenda of the First Preparatory Committee for Habitat III can be distributed during a side event. The Conference Secretariat reserves the right to remove materials judged to be inappropriate.
8. The sale of printed materials or any goods on UN grounds during the side events or at any other time is strictly prohibited.
9. Side event organizers are advised not to set up displays or put up posters on meeting room walls during a side event or at any other time during the official meeting to avoid removal and loss of their materials.
10. Food and drinks are strictly prohibited in the UN meeting rooms.
11. It is the responsibility of the side event organizers to make their own arrangements for obtaining the access pass. Please see the "Note for participants: practical information" for further information, found at the Habitat III website www.unhabitat.org/habitat-iii)

The Habitat III Secretariat can be contacted at habitat3secretariat@un.org

Note: Due to the ongoing General Assembly meetings, rooms allocated for the side events may change at the last minute if Member States urgently need to use the conference room where the side event was already scheduled to take place.

Annex 1

The schedule for the accepted side events is as follows:

Wednesday, 17 September 2014

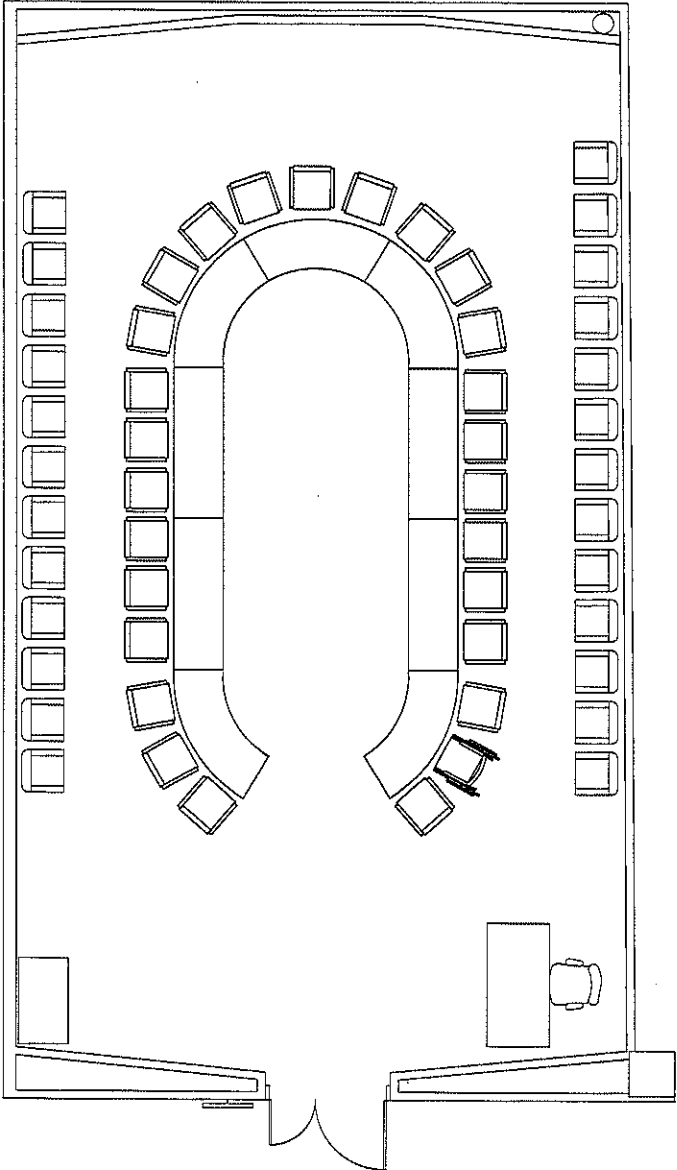
Time	Event title	Organization	Conference Room
08:30 – 09:30 a.m.	Services, Human Rights and Inclusion in an Urbanizing World	UNFPA	Room A
08:30 – 09:30 a.m.	Linking Public Transportation to a New Urban Agenda	Institute for Transportation and Development Policy	Room D
01:30 – 02:30 p.m.	Cities that Work for Everyone: Inclusion, participation, and partnership in the new urban agenda	Huairou Commission	Room A
01:30 – 02:30 p.m.	Priorities for HABITAT III in the UNECE region	UNECE Commission on Housing and Land Management	Room C
06:30 – 07:30 p.m.	Seizing the opportunity for global partnerships: Exploring outlooks, expectations and opportunities for Habitat III to make cities inclusive, safe, resilient and sustainable	Cities Alliance	Room A
06:30 – 07:30 p.m.	Eliminating Constraints to Urban Land and Property Ownership by Women: A Practical Perspective	International Housing Coalition	Room D

Thursday, 18 September 2014

Time	Event title	Organization	Conference Room
08:30 – 09:30 a.m.	From MDG to SDG: Towards a New Paradigm at Habitat III: Sustainable Cities & Human Settlements in the Post-2015 UN Development Agenda	Communitas and the Penn Institute for Urban Research	Room A
08:30 – 09:30 a.m.	Harnessing the Potential of Public Space for Women and the Youth	UNWomen	Room D
01:30 – 02:30 p.m.	Local and regional governments' contributions to Habitat III: priorities, expectations, and challenges for sustainable cities and territories.	UCLG - United Cities and Local Governments	Room A
01:30 – 02:30 p.m.	Advancing opportunities for Global Lessons in Creating a Community Resilience and Urban Livability	NY Municipal Art Society	Room C
06:30 – 07:30 p.m.	Civil society and local government's expectations for Habitat III	Habitat International Coalition-Housing and Land Rights Network	Room A
06:30 – 07:30 p.m.	Displacement in Urban Settings	International Rescue Committee	Room D

Conference Room A

(CB-1B-CRA)



LEVEL 1B

Seating

Delegates Advisors: 27
Advisors: 0
Observers: 25
Conference Officer: 1
Total: 53

