



**World Health  
Organization**

REGIONAL OFFICE FOR

**Europe**

**Regional Committee for Europe**

68th session

**Rome, Italy, 17–20 September 2018**

EUR/RC68/DIV/1

5 June 2018

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## **Information note on practical details for the 68th session of the WHO Regional Committee for Europe**

### ***Meeting venue***

#### **Auditorium della Tecnica**

Viale dell'Astronomia, 30

00144 Rome

Italy

### ***Registration process***

Online registration is required for the 68th session of the WHO Regional Committee for Europe (RC68). Registration can be initiated by going to the following website:

**URL:** <http://extranet.who.int/bpmext/meetingregistration.aspx>

**Username:** eurouser

**Password:** EuroRC2016

Instructions for online registration for RC68 participation and for submission of credentials using the Governing Bodies Meeting Registration System are available on the website of the World Health Organization at <http://apps.who.int/gb/gov/registration.html>.

Part of online registration involves entering the names and titles of participants. In addition, participants are required to complete information about travel, hotel accommodation, dietary requirements, accompanying persons, side event participation and so on through the above-mentioned link.

Each participant should complete his or her own personal and travel details and hotel preference before the registration deadline. **Online registration should be completed no later than 10 September 2018.**

### ***Visas***

Obtaining a visa to enter Italy takes time. Please check whether members of your delegation require a visa and advise participants to submit visa requests to the appropriate embassy or consulate in a timely manner.

### ***Hotel reservations***

Room reservations at preferential rates have been made at two hotels close to the venue:

#### **Sheraton Roma Hotel & Conference Center 4\***

Viale del Pattinaggio, 100  
00144 Rome

Single room per night: €217  
Double room per night: €245

#### **Hotel Aran Mantegna 3\***

Via Andrea Mantegna, 130  
00147 Rome

Single room per night: €120  
Double room per night: €140

All delegations and participants are requested to make their reservations using the following link: <https://www.delegia.com/who-rome-2018>.

If you are not yet in a position to make a reservation (and to be charged for the room), you may send advance information on the size of your delegation and your preferred hotel to [eurorc68@who.int](mailto:eurorc68@who.int).

### ***Working languages and documentation***

The working languages of Regional Committee sessions are English, French, German and Russian. Statements made in any of these languages will be interpreted simultaneously into the other three languages.

Documentation for RC68 will be available on the Regional Office website (<http://www.euro.who.int/en/about-us/governance/regional-committee-for-europe>) six weeks before the session. Advance copies of some documents will be available in English from July.

Please note that, as in recent years, the Secretariat will not distribute printed copies of RC68 documentation. Participants are kindly requested to bring their own copies of documentation with them to the session.

### ***Contact***

In the event that you have any questions, please do not hesitate to contact the Secretariat of the WHO Regional Office for Europe by email at [eurorc68@who.int](mailto:eurorc68@who.int).

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