

Division of Conference Services  
Calendar of Meetings for 1 Sep 2018 - 31 Dec 2020

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Date(s)	Organization: Meeting Title	Venue and Room No	Participants		Services Requested	Interpret. Languages	Translation Languages	Meeting Records Languages	Contact Persons
			UN	NON UN					
3 September	OCHA:OCHA All Staff Meeting with the ASG [NA181141A]	UNON Rooms: Room 9	45	0	Sound				
3 - 6 September	UNEP/SBC:UNEP/SBC: 11th Open-Ended Working Group Meeting to the Basel Convention (OEWG-9) [170026A]	CICG/Geneva Rooms: Room 2	0	500	Sound	ACEFRS	ACFRS	E	Andrew Isaac aisaac@pops.int
3 September	OCHA:Regional Humanitarian Partnership Team (RHPT) Meeting [NA181024A]	UNON Rooms: Room 14	25	10	Laptop for Projection,Projector,Sound				Hellen Masibo masibo@un.org +254 20 7622166
3 September	UN-Habitat/CPR/SC:Meeting of the Subcommittee on Policy and Programme of Work [NA181111A]	UNON Rooms: Room 4	50	0	Laptop for Projection,Projector,Sound				Antonina Madara antonina.madara@unhabitat.org
3 September	UNICEF/ESARO:UNICEF All Staff Meeting - VOICE Initiate Meeting [NA180129N]	UNON Rooms: Room 4	120	0	Laptop for Projection,Projector,Sound				Isabelle Kisina ikisina@unicef.org 254 20 7622155/0720840552
3 - 5 September	UNEP/OED: Africa Animal Welfare Conference [NA180168A]	UNON Rooms: Room 2	0	218	Badges,Exhibition Panels,Laptop for Projection,Projector,Sound				
4 September	UNOCHA/Somalia:Assistant Secretary General for Humanitarian Affairs meeting with Somalia SHF Advisory Board [NA181147A]	UNON Rooms: Room 6	18	0	NO SERVICES				Benson Kanyi kanyi@un.org, Benson Kanyi/OCHA/FD@OCHA@UN-MAILHUB +254 20 4002431/254 733 729 421
4 September	UNV:V-Connect on African Development and the role of Volunteerism [NA181135A]	UNON Rooms: Press Room	60	50	Coffee/Tea/Snacks bar,Sound,TV,Water Podium,Wireless Microphones				
4 September	UNDP:UNCT Meeting [NA180059A]	UNON Rooms: Room 14	30	0	Laptop for Projection,Sound				
4 September	UNON/SDTU:Language Proficiency Examination - 2018 [NA180656A]	UNON Rooms: Room 7	6	0	Sound				Fatma Gatabaki fatma.gatabaki@unon.org 254 20 7623996
4 September	UNON/SDTU:Language Proficiency Examination - 2018 - Russian [NA180657A]	UNON Rooms: Room 8	6	0	Sound				Fatma Gatabaki fatma.gatabaki@unon.org 254 20 7623996

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4 - 6 September	UNON/Joint Medical Services:PRE- HOSPITAL TRAUMA LIFE SUPPORT TRAINING [NA180064A]	UNON Rooms: Room 13	10	6	NO SERVICES				
4 September	UNOCHA/Somalia:Assistant Secretary General for Humanitarian Affairs meeting with Somali HCT and UNCT [NA181116A]	UNON Rooms: Room 9	50	0	Coffee/Tea/Snacks bar,Sound,Videoconferencing,Water bottles				Benson Kanyi kanyi@un.org, Benson Kanyi/OCHA/FD@OCHA@UN-MAILHUB +254 20 4002431/254 733 729 421
4 September	UNOCHA/Somalia:Assistant Secretary General for Humanitarian Affairs meeting with Somalia Donors [NA181117A]	UNON Rooms: Room 10	50	0	Coffee/Tea/Snacks bar,Sound,Water bottles				Benson Kanyi kanyi@un.org, Benson Kanyi/OCHA/FD@OCHA@UN-MAILHUB +254 20 4002431/254 733 729 421
4 September	UNON/HRMS:Stress and Stress Management [NA180989A]	UNON Rooms: Room 7	25	0	Laptop for Projection,TV				Peninah Irungu peninah.irungu@unon.org +254 20 7624703
5 September	UNFCU:Financial Fair Presentation [NA180683A]	UNON Rooms: Room 3	150	0	Laptop for Projection,Projector,Sound				
5 September	UNON/SDTU:Language Proficiency Examination - 2018 - Arabic [NA180659A]	UNON Rooms: Room 8	6	0	Sound				Fatma Gatabaki fatma.gatabaki@unon.org 254 20 7623996
5 September	UN-Habitat/CPR/SC:Meeting of the Subcommittee on Policy and Programme of Work [NA181112A]	UNON Rooms: Room 4	50	0	Laptop for Projection,Projector,Sound				Antonina Madara antonina.madara@unhabitat.org
5 September	UNON/SDTU:Language Proficiency Examination - 2018 - French [NA180658A]	UNON Rooms: Room 7	10	0	Sound				Fatma Gatabaki fatma.gatabaki@unon.org 254 20 7623996
5 September	UNON/Joint Medical Services:Mandatory HIV training [NA180098A]	UNON Rooms: Room 6	28	0	Flipchart,Projector,TV				
5 September	UNON/SDTU:Language Proficiency Examination - 2018 - Spanish [NA180660A]	UNON Rooms: Room 4	10	0	Sound				Fatma Gatabaki fatma.gatabaki@unon.org 254 20 7623996

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			UN	NON UN					
6 September	UNON/Joint Medical Services:UN For ALL - Diversity training [NA180108A]	UNON Rooms: Room 14	0	0	Flipchart,Projector,Sound				
6 September	OCHA:Kenya Humanitarian Partnership Team (KHPT) Meeting [NA181022A]	UNON Rooms: Room 9	25	10	Laptop for Projection,Projector,Sound				Hellen Masibo masibo@un.org +254 20 7622166
6 September	UNON/SDTU:LPE 2018 Oral Exams [NA181015A]	UNON Rooms: Room 7	20	0	NO SERVICES				Fatma Gatabaki fatma.gatabaki@unon.org 254 20 7623996
7 September	UNON/SDTU:2018 LPE Oral Exams [NA181016A]	UNON Rooms: Room 7	20	0	NO SERVICES				Fatma Gatabaki fatma.gatabaki@unon.org 254 20 7623996
10 - 14 September	IFAD:Project Accounting Workshop [NA180768A]	UNON Rooms: Room 9	0	80	Badges,Flipchart,Laptop for Projection,Projector,Sound				
10 - 14 September	UNODC:UNODC BMM Training Centres [NA180896A]	UNON Rooms: Room 8	0	20	Badges,Coffee/Tea/Snacks bar,Laptop for Projection,Lunch,TV,Wi-Fi Access,Wired Internet Connection				
10 - 11 September	UNON/DSS:visit of the UNDSS, USG, Mr. Peter Drennan [NA181106A]	Offices Rooms: CE-112	1	0	NO SERVICES				Lydia Bosire lydia.bosire@unon.org 7623336
10 September	UN-Habitat/CPR/SC:CPR Familiarization Seminar [NA181108A]	UNON Rooms: Room 4	50	0	Laptop for Projection,Projector,Sound				Antonina Madara antonina.madara@unhabitat.org
10 - 14 September	UNEP/DEPI:Regional Workshop on Oil and Gas in Protected Areas and Environmentally Sensitive Areas (OFD supported countries in Africa) [NA180349A]	UNON Rooms: Room 13	35	0	Badges,Coffee/Tea/Snacks bar,Flipchart,Laptop for Projection,Lunch,Pads,Pencils,Power extensions,Projector,Sound,Water bottles				dcs dcs-mcu@unon.org
10 September	UNON/DSS:DSS town hall meeting [NA181091A]	UNON Rooms: Room 3	80	0	Sound				Lydia Bosire lydia.bosire@unon.org 7623336

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			UN	NON UN					
11 September	UNKLESA:Monthly Executive Board Meeting [NA181080A]	UNON Rooms: Room 7	10	0	NO SERVICES				UNKLESA UNKLESA@unon.org 2464
11 September	UNON/HRMS:Traumatic Stress and Post-traumatic Stress Disorder [NA180990A]	UNON Rooms: Room 6	25	0	Laptop for Projection,TV				
11 September	UNIC:Nottingham Law School Professors - Nottingham Trent University [NA181100A]	UNON Rooms: Room 11	2	30	Laptop for Projection,Projector,Sound				
11 September	UNON/SDTU:English Oral Examination [NA181088A]	UNON Rooms: Room 10	5	0	Sound				Fatma Gatabaki fatma.gatabaki@unon.org 254 20 7623996
12 - 13 September	UNEP/RSO:Environment and Security Retreat [NA181093A]	UNON Rooms: Room 10	28	2	Badges,Flipchart,Internet connection,Laptop for Projection,Projector,Sound,Wi-Fi Access,Wired Internet Connection,Wireless Microphones				
12 September	UNON/HRMS:Traumatic Stress and Post-Traumatic Stress Disorder [NA180991A]	UNON Rooms: Room 6	25	0	Laptop for Projection,TV				
12 September	UNEP/DEPI: Unconscious Bias workshop [NA180967A]	UNON Rooms: Room 7	28	0	Internet connection,Laptop for Projection,Videoconference,Wi-Fi Access				
12 September	UNON/DAS:Common Services Management Team Meeting September 2018 [NA170746A]	UNON Rooms: Room 14	40	0	Sound				
12 - 14 September	Rotterdam Convention:Rotterdam Convention CRC 14 [170022A]	Rome Rooms: Rome	0	500	NO SERVICES	E	ACEFRS	E	Andrew Isaac aisaac@pops.int
12 - 14 September	UNEP/DELC:Global Meeting of Montevideo Focal Points [180021A]	CICG/Geneva Rooms: Room 2	100	0	NO SERVICES	ACEFRS	E	E	
12 September	UNAIDS:[JP HIV] UBRAF Joint Plan and Country envelope 2018 review and 2019 planning [NA181072A]	UNON Rooms: Room 11	25	0	NO SERVICES				

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			UN	NON UN					
13 - 14 September	UNON/DAS:UNON DAS Active Shooter Training [NA181101A]	UNON Rooms: Room 14	60	0	Projector,Sound				
13 September	UNEP/CPR/SC:Orientation for new members of the Committee of Permanent Representatives [NA180799A]	UNON Rooms: Room 4	70	0	Laptop for Projection,Projector,Sound				
14 September	UNEP/DEPI:Ecosystems Divisional meeting [NA181071A]	UNON Rooms: Room 3	180	0	Internet connection,Laptop for Projection,Projector,Skype,Sound				
15 September	UNFPA:Case Study - Midwifery Education in Somalia [NA180959A]	UNON Rooms: Room 9	0	40	Badges,Coffee/Tea/Snacks bar,Flipchart,Internet connection,Laptop for Projection,Lunch,Pads/Pencils,Participants Registration				
15 - 16 September	UNEP/ROA:Meeting of the Major Groups and Stakeholders [NA180986A]	UNON Rooms: Room 1	0	100	Laptop for Projection,Projector,Sound,Water bottles				
17 - 21 September	Stockholm Convention:Stockholm Convention POPRC 14 [170023A]	Rome Rooms: Rome	20	40	NO SERVICES	E	ACEFRS	E	Sheila Logan Sheila.Logan@unep.org +41 22 917 8511
17 - 21 September	UNON/DCS:Fourth Edition of the Geneva Summer School [NA180490A]	UNON Rooms: Room 9	0	35	Badge Holders,Badges,Laptop for Projection,Pads/Pencils, Projector,Sound				
17 - 24 September	UN-Habitat/CPR/SC:Meeting of the Subcommittee on Policy and Programme of Work [NA181114A]	UNON Rooms: Room 4	50	0	Laptop for Projection,Projector,Sound				Antonina Madara antonina.madara@unhabitat.org
17 - 21 September	UNODC:UNODC BMM Training Centres [NA180898A]	UNON Rooms: Room 13	0	20	Badges,Coffee/Tea/Snacks bar,Laptop for Projection,Lunch,Projector,Wi-Fi Access,Wired Internet Connection				

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			UN	NON UN					
17 - 18 September	UN-Habitat / PIACB, External Relations Division (ERD):Urban Space as a Territory for Development [NA180561A]	UNON Rooms: Room 14	5	20	Badges,Coffee/Tea/Snacks bar,Flipchart,Lunch,Projector,Sound,Water bottles				
17 - 20 September	OCHA:OCHA Cash Active Learning Event – Southern and Eastern Africa [NA181023A]	UNON Rooms: Room 6	25	0	Flipchart,Laptop for Projection,TV				Hellen Masibo masibo@un.org +254 20 7622166
17 - 21 September	UNEP/ROA:Special Session of AMCEN [NA180814A]	UNON Rooms: Room 2	0	150	Badges,Laptop for Projection,Projector,Sound,TV	EF	EF	E	
19 - 20 September	UNEP/DEPI:Climate change security project planning meeting [NA180829A]	UNON Rooms: Room 10	20	0	Badges,Coffee/Tea/Snacks bar,Laptop for Projection,Lunch,TV,Water bottles,Wi-Fi Access				
19 - 21 September	UN-Habitat/RTCD:Expert Group Meeting- UN-HABITAT- URBAN LEGISLATION UNIT [NA181063A]	UNON Rooms: Room 14	20	5	Badges,Coffee/Tea/Snacks bar,Internet connection,Projector,Skype,Sound,Water bottles				
20 September	UNEP/CPR/SC:UNEP CPR Subcommittee Meeting [NA180798A]	UNON Rooms: Room 4	70	0	Laptop for Projection,Projector,Sound				
20 September	UN-HABITAT/CPR:70th Meeting of the Committee of Permanent Representatives to UN-Habitat [NA161363K]	UNON Rooms: Room 1	120	0	CD/DVD Audio Recording,Gavel/Block,Laptop for Projection,Nameplates,Pads,Pencils,Projector,Sound	ACEFRS		E	Mary Oyiolo mary.oyiolo@unhabitat.org +254 20 7623179
21 September	UNON/SDTU:LPE Arabic Oral Examination [NA181089A]	UNON Rooms: Room 7	5	0	Sound				
21 September	UNON/SDTU:Learning and Development Round table [NA170757A]	UNON Rooms: Room 6	5	20	NO SERVICES				Fatma Gatabaki fatma.gatabaki@unon.org 254 20 7623996
24 - 28 September	UNODC:UNODC BMM Training Centres [NA180904A]	UNON Rooms: Room 11	0	20	Badges,Coffee/Tea/Snacks bar,Laptop for Projection,Lunch,Projector,Wi-Fi Access,Wired Internet Connection				

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			UN	NON UN					
24 September	UNEP/DEPI:Lake Naivasha Technical Consultation Workshop [NA181039A]	UNON Rooms: Room 9	0	40	Badges,Flipchart,Laptop for Projection,Projector				
24 September - 5 October	UNEP/DEPI:Exhibition for Freshwater Ecosystems [NA180761A]	UNON Rooms: Lobby	10	0	NO SERVICES				
26 September	UNON/Joint Medical Services:Mandatory HIV training [NA180099A]	UNON Rooms: Room 13	28	0	Flipchart,Projector,TV				
26 September	UN-Habitat/CPR/SC:Meeting of the Subcommittee on Policy and Programme of Work [NA181115A]	UNON Rooms: Room 4	50	0	Laptop for Projection,Projector,Sound				Antonina Madara antonina.madara@unhabitat.org
28 September	UNEP/CPR:143rd Meeting of the Committee of Permanent Representatives to UNEP [NA161358K]	UNON Rooms: Room 1	120	0	CD/DVD Audio Recording,Chairperson Sign,Gavel/Block,Laptop for Projection,Nameplates,Podium Signs,Projector,Security, Sound,Wired Internet Connection	ACEFRS	E	E	Junhui Park Junhui.Park@unep.org 0731383372
28 September	UNEP/CPR/SC:Committee of Permanent Representatives Bureau Meeting [NA180124N]	Offices Rooms: CW-113/114/115	15	0	Laptop for Projection,Projector,Sound				
28 September	UNEP/DEPI:Lake Naivasha Technical Consultation Workshop [NA181040A]	UNON Rooms: Room 9	0	40	Badges,Flipchart,Laptop for Projection,Projector				
1 - 5 October	UNON/DSS:EMERGENCY TRAUMA BAG FIRST RESPONDER COURSE (ETB/FRC TDC) [NA180018A]	UNON Rooms: Room 13	30	0	Flipchart,Projector				Alice Kimanzi alice.kimanzi@unon.org EXT 21167
2 - 4 October	UNEP/GEF:Floods and Drought Final Project Meeting [NA180283A]	UNON Rooms: Room 1	10	140	Badges,Coffee/Tea/Snacks bar,computer projector,Flipchart,Internet connection,Laptop for Projection,Lunch,Pads,Pads/Pencils,Pencils,Sound,TV,Water bottles,Wi-Fi Access				

*For meeting bookings/enquires,please contact the UNON/DCS Meetings' Coordination office UN Complex, Gigiri,  
email:Nadya.Omar@unon.org, Tel254-20-7623466; nelson.kahiu@unon.org. Tel254-20-7623571 or david.ojwang@unon.org, Tel254-20-7623441*

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			UN	NON UN					
2 October	UNDP:UNCT Meeting [NA180060A]	UNON Rooms: Room 14	30	0	Laptop for Projection,Sound				
2 - 3 October	UNEP/DEPI:Africa Regional Knowledge Exchange Meeting 2018 [NA180652A]	UNON Rooms: Room 11	16	24	Badge Holders,Badges,Coffee/Tea/Snacks bar,Flipchart,Laptop for Projection,Lunch,Pads/Pencils,Projector,Sound, Water bottles,Wi-Fi Access,Wired Internet Connection	EF			gladys.ogombo gladys.ogombo@unep.org
3 October	UNON/SSS:BUSINESS SEMINAR [NA180623A]	UNON Rooms: Room 1	20	150	Cordless mike,Internet connection,Projector,Sound,Wireless microphone				Winfred Gichane winfred.gichane@unon.org +254 20 7623584
8 - 12 October	UNODC:UNODC BMM Training Centres [NA180900A]	UNON Rooms: Room 8	0	20	Badges,Coffee/Tea/Snacks bar,Laptop for Projection,Lunch,TV,Wi-Fi Access,Wired Internet Connection				
8 October	UN-Habitat/CPR/SC:Meeting of the Subcommittee on Policy and Programme of Work [NA181119A]	UNON Rooms: Room 4	50	0	Laptop for Projection,Projector,Sound				Antonina Madara antonina.madara@unhabitat.org
8 - 11 October	UNEP/DEPI:Training session for CCAU's Project Staff on CC Adaptation and [NA180732A]	UNON Rooms: Room 9	10	20	Badges,Coffee/Tea/Snacks bar,Flipchart,Laptop for Projection,Pads/Pencils, Projector,Sound,Water bottles,Wi-Fi Access	EF			
8 - 19 October	UNON/DSS:SECURITY CERTIFICATION PROGRAMME (SCP) [NA180019A]	UNON Rooms: Room 13	30	0	Flipchart,Projector				Alice Kimanzi alice.kimanzi@unon.org EXT 21167
8 October	UNEP/DTIE:Public Bicycle Sharing (PBS) Systems - Regional Knowledge Exchange for African Cities.' [NA181061A]	UNON Rooms: Room 3	15	25	Badge Holders,Badges,Coffee/Tea/Snacks bar,Laptop for Projection,Lunch,Projector,Sound,Water bottles				



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			UN	NON UN					
9 - 11 October	Minamata Convention:Minamata Regional Meeting [NA180913A]	UNON Rooms: Room 3	0	70	Badges,Laptop for Projection,Projector,Sound	EF			
9 - 10 October	UNON/Joint Medical Services:BASIC LIFE SUPPORT & FIRST AID TRAINING [NA180733A]	UNON Rooms: Room 11	20	0	NO SERVICES				
9 - 10 October	UNEP/MAP:UNEP/MAP Meeting [180025A]	Athens Rooms: Macedonia	100	0	NO SERVICES	EF			
9 - 10 October	UNEP/DEPI:TECHNICAL WORKSHOP FOR THE TRANSBOUNDARY JUBA-SHEBELLE BASIN [NA180940A]	UNON Rooms: Room 10	30	0	Badges,Coffee/Tea/Snacks bar,Flipchart,Laptop for Projection,Projector,Water bottles				
10 October	UN-Habitat/CPR/SC:Formal Meeting of the Working Group on Programme and Budget [NA181120A]	UNON Rooms: Room 4	50	0	Laptop for Projection,Projector,Sound				Antonina Madara antonina.madara@unhabitat.org
10 October	UNON/DAS:Common Services Management Team Meeting October 2018 [NA170747A]	UNON Rooms: Room 14	40	0	Sound				
10 October	UNON/Joint Medical Services:Mandatory HIV training [NA180101A]	UNON Rooms: Room 6	28	0	Flipchart,Projector,TV				
11 October	UN-Habitat/CPR/SC:Formal Meeting of the Working Group on Programme and Budget [NA181121A]	UNON Rooms: Room 4	50	0	Laptop for Projection,Projector,Sound				Antonina Madara antonina.madara@unhabitat.org
15 - 19 October	UNODC:UNODC BMM Training Centres [NA180901A]	UNON Rooms: Room 8	0	20	Badges,Coffee/Tea/Snacks bar,Laptop for Projection,Lunch,TV,Wi-Fi Access,Wired Internet Connection				
17 October	UNDP:Swedish School [NA180882A]	UNON Rooms: Room 3	0	110	Badge Holders,Badges,Laptop for Projection,Projector,Sound				

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17 October	UNON/HRMS:Psycho-social Aspects of Pre-and Post-retirement [NA180993A]	UNON Rooms: Room 10	30	0	Laptop for Projection,TV				
17 - 18 October	UNON/DSS:SECURITY CERTIFICATION PROGRAMME (SCP) [NA180009A]	UNON Rooms: Room 11	30	0	Flipchart,Projector				Alice Kimanzi alice.kimanzi@unon.org EXT 21167
22 - 26 October	UNEP/CPR/ASC:5th Annual Meeting of the Subcommittee of the Committee of Permanent Representatives to the United Nations Environment Programme (UNEP) [NA180073A]	UNON Rooms: Room 1	0	200	Badges,CD/DVD Audio Recording,Gavel/Block,Laptop for Projection,Nameplates,Printers,Smart Meeting,Participants Registration,Podium Signs,Projector,Sound, Wi-Fi Access				Junhui Park Junhui.Park@unep.org 0731383372
22 - 26 October	European Union:Coordination Meeting [NA180204A]	UNON Rooms: Room 13	30	0	Laptop for Projection,Projector,Sound				Caroline Mutua caroline.mutua@eeas.europa.eu +254 -20- 2802117
22 October	UN-Habitat/CPR/SC:Meeting of the Subcommittee on Policy and Programme of Work [NA181124A]	UNON Rooms: Room 3	50	0	Laptop for Projection,Projector,Sound				Antonina Madara antonina.madara@unhabitat.org
22 October	UN-Women:UN Women Side Event [NA181084A]	UNON Rooms: Room 7	0	20	Badge Holders,Badges,Coffee/Tea/Snacks bar,Lunch,Projector,Sound,Water bottles				
22 - 26 October	UNODC:UNODC BMM Training Centres [NA180902A]	UNON Rooms: Room 8	0	20	Badges,Coffee/Tea/Snacks bar,Laptop for Projection,Lunch,TV,Wi-Fi Access,Wired Internet Connection				
23 - 25 October	UN-Women:Africa Regional Youth Conference - UN Women [NA180933A]	UNON Rooms: Room 2	0	350	Badges,Coffee/Tea/Snacks bar,Flipchart,Laptop for Projection,Lunch,Projector,Sound,Water bottles	AEF			david lubanga david.lubanga@unwomen.org 23859
24 October	UN-Habitat/CPR/SC:Meeting of the Subcommittee on Policy and Programme of Work [NA181125A]	UNON Rooms: Room 3	50	0	Laptop for Projection,Projector,Sound				Antonina Madara antonina.madara@unhabitat.org

*For meeting bookings/enquires,please contact the UNON/DCS Meetings' Coordination office UN Complex, Gigiri,  
email:Nadya.Omar@unon.org, Tel254-20-7623466; nelson.kahiu@unon.org. Tel254-20-7623571 or david.ojwang@unon.org, Tel 254-20-7623441*

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24 October	UNON/Joint Medical Services:Mandatory HIV training [NA180102A]	UNON Rooms: Room 6	28	0	Flipchart,Projector,TV				
25 - 26 October	UNDP:GLRSF Meetings [NA181041A]	UNON Rooms: Room 3	30	20	Badges,Coffee/Tea/Snacks bar,Internet connection,Laptop for Projection,Nameplates,Pods,Participants Registration,Pencils,Sound,Videoconference,Water bottles,Wi-Fi Access				
26 October	UNON/SDTU:Learning and Development Round Table [NA170758A]	UNON Rooms: Room 6	5	20	NO SERVICES				Fatma Gatabaki fatma.gatabaki@unon.org 254 20 7623996
29 October	UN-Habitat/CPR/SC:Meeting of the Subcommittee on Policy and Programme of Work [NA181126A]	UNON Rooms: Room 4	50	0	Laptop for Projection,Projector,Sound				Antonina Madara antonina.madara@unhabitat.org
30 October	UNON/Joint Medical Services:Peer Supporters bi-monthly meeting [NA180113A]	UNON Rooms: Room 6	0	0	Flipchart,TV				
31 October - 1 November	UNEP/Ecosystems Division:Intergovernmental Review Meeting on the Implementation of the Global Programme of Action for the Protection of the Marine Environment from Land-based Activities, Fourth session (IGR 4); [BL180000A]	INAYA Putri Bali Rooms: Mengiat	0	0	NO SERVICES	ACEFRS		E	UNON DCS MCU unon-dcs-mcu@un.org 23571
31 October	UN-Habitat/CPR/SC:Meeting of the Subcommittee on Policy and Programme of Work [NA181127A]	UNON Rooms: Room 4	50	0	Laptop for Projection,Projector,Sound				Antonina Madara antonina.madara@unhabitat.org
3 November	UNEP/Ozone:61st Meeting of the Implementation Committee under the Non-Compliance Procedure for the Montreal Protocol [180009A]	Quito Rooms: Caucus Room	0	300	NO SERVICES	EFS	EFS		Jacqueline Nyanjui jacqueline.nyanjui@unep.org 254 20 7623611
4 November	UNEP/Ozone:Bureau of the Meeting of the Parties to the Montreal Protocol [180010A]	Quito Rooms: Caucus Room	50	0	NO SERVICES	AEFS	ACEFRS		Jacqueline Nyanjui jacqueline.nyanjui@unep.org 254 20 7623611

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			UN	NON UN					
5 - 16 November	UNON/DSS:Security Analysis Process and Practice Course [NA180418A]	UNON Rooms: Room 10	40	0	NO SERVICES				Lydia Bosire lydia.bosire@unon.org 7623336
5 - 9 November	UNODC:UNODC BMM Training Centres [NA180903A]	UNON Rooms: Room 6	0	20	Badges,Coffee/Tea/Snacks bar,Laptop for Projection,Lunch,TV,Wi-Fi Access,Wired Internet Connection				
5 - 9 November	UNON/Joint Medical Services:EMERGENCY TRAUMA BAG TRAINING [NA180726A]	UNON Rooms: Room 13	15	0	NO SERVICES				
6 November	UNDP:UNCT Meeting [NA180061A]	UNON Rooms: Room 14	30	0	Laptop for Projection,Sound				
7 November	UNON/HRMS:Mental Health in the Workplace [NA180994A]	UNON Rooms: Room 8	20	0	Laptop for Projection,TV				
10 November	UNON/DCS:Rotary International [NA180729A]	UNON Rooms: Room 2	0	1000	Badges,Coffee/Tea/Snacks bar,Laptop for Projection,Lunch,Nameplates,Projector,Sound,Water bottles,Web Streaming	EF			dcs dcs-mcu@unon.org
12 - 16 November	UNON/DSS:LOCAL SECURITY ASSISTANT TRAINING (LSA) [NA180020A]	UNON Rooms: Room 13	30	0	Flipchart,Projector				Alice Kimanzi alice.kimanzi@unon.org EXT 21167
12 - 16 November	UNODC:UNODC BMM Training Centres [NA180908A]	UNON Rooms: Room 8	0	20	Badges,Coffee/Tea/Snacks bar,Laptop for Projection,Lunch,Power extensions,TV,Wi-Fi Access,Wired Internet Connection				
13 - 14 November	UNICEF/ESARO:UNICEF KFW REGIONAL WORKSHOP [NA180118N]	UNON Rooms: Room 11	40	0	Laptop for Projection,Projector				Isabelle Kisina ikisina@unicef.org 254 20 7622155/0720840552
13 - 29 November	UNEP/CBD:Fourth Meeting of the Conference of the Parties to the Convention on Biological Diversity (COP 14) [180022A]	Other Rooms: Other	300	0	NO SERVICES	ACEFRS			UNON DCS MCU unon-dcs-mcu@un.org 23571

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			UN	NON UN					
14 November	UNON/DAS:Common Services Management Team Meeting November 2018 [NA170748A]	UNON Rooms: Room 14	40	0	Sound				
15 November	UNON/Joint Medical Services:Peer Supporters bi-monthly meeting [NA180114A]	UNON Rooms: Room 6	0	0	Flipchart,TV				
15 November	UNON/DAS:TSVU, Travel and Hotel Open Day [NA181068A]	UNON Rooms: Lobby	12	50	Badges,Exhibition Panels				
16 November	UNON/SDTU:Learning and Development Round table [NA170759A]	UNON Rooms: Room 6	5	20	NO SERVICES				Fatma Gatabaki fatma.gatabaki@unon.org 254 20 7623996
19 - 23 November	UNODC:UNODC BMM Training Centres [NA180909A]	UNON Rooms: Room 8	0	20	Badges,Coffee/Tea/Snacks bar,Laptop for Projection,Lunch,TV,Wi-Fi Access,Wired Internet Connection				
19 - 23 November	Minamata Convention:Second meeting of the Conference of the Parties to the Minamata Convention on Mercury [170009A]	CICG/Geneva Rooms: Room 1	500	300	NO SERVICES	ACEFRS	ACEFRS	E	Sheila Logan Sheila.Logan@unep.org +41 22 917 8511
19 - 23 November	UNON/DSS:EMERGENCY TRAUMA BAG FIRST RESPONDER COURSE (ETB/FRC TDC) [NA180021A]	UNON Rooms: Room 13	30	0	Flipchart,Projector				Alice Kimanzi alice.kimanzi@unon.org EXT 21167
20 - 21 November	UNICEF/ESARO:UNICEF KFW REGIONAL WORKSHOP [NA180119N]	UNON Rooms: Room 10	40	0	Laptop for Projection,Projector				Isabelle Kisina ikisina@unicef.org 254 20 7622155/0720840552
20 - 21 November	UNEP/MAP:UNEP/MAP Meeting [180026A]	Athens Rooms: Macedonia	100	0	NO SERVICES	EF			
21 November	UNON/Joint Medical Services:Mandatory HIV training [NA180104A]	UNON Rooms: Room 6	28	0	Flipchart,Projector,TV				
26 - 30 November	UNEP/Ecosystems Division:2nd Meeting of the Adhoc Open Ended Expert Group Established under UNEA/EA.3 [NA180861A]	UNON Rooms: Room 1	300	0	Badges,Gavel/Block,Laptop for Projection,Nameplates,Pads,Pencils,Podium Signs,Projector,Sound,T V,Water bottles	ACEFRS	ACEFRS		Hellen Ojiambo hellen.ojiambo@unep.org

*For meeting bookings/enquires,please contact the UNON/DCS Meetings' Coordination office UN Complex, Gigiri,  
email:Nadya.Omar@unon.org, Tel 254-20-7623466; nelson.kahiu@unon.org. Tel 254-20-7623571 or david.ojwang@unon.org, Tel 254-20-7623441*

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			UN	NON UN					
26 - 28 November	UNEP/DELC:Global Meeting of Montevideo Focal Points in Nairobi [NA180073N]	UNON Rooms: Room 2	20	100	Badge Holders,Badges,computer projector,Nameplates,Pads,Papersmart Meeting,Pencils,Sound,Wi-Fi Access	ACEFRS	ACEFRS		
26 - 27 November	UNON/SDTU:Chinese Interpreters Examination [NA170721A]	UNON Rooms: Room 3	0	0	Sound				Fatma Gatabaki fatma.gatabaki@unon.org 254 20 7623996
28 - 29 November	UNON/DCS:PAMCIT Pan African Conference [NA180545A]	UNON Rooms: Room 3	0	60	Badges,Coffee/Tea/Snacks bar,computer projector,Laptop for Projection,Projector,Sound,Water bottles,Web Streaming	EF			dcs dcs-mcu@unon.org
30 November	UNON/DCS:6th PAMCIT Executive Committee meeting [NA180544A]	UNON Rooms: Room 4	0	50	Badges,Coffee/Tea/Snacks bar,Laptop for Projection,Projector,Sound,TV,Water bottles,Web Streaming	EF			dcs dcs-mcu@unon.org
30 November	UNON/Joint Medical Services:UN Run - World AIDS Day [NA180105A]	UNON Rooms: Lobby	0	0	Sound amplification				
3 - 7 December	UNODC:UNODC BMM Training Centres [NA180906A]	UNON Rooms: Room 8	0	20	Badges,Coffee/Tea/Snacks bar,Laptop for Projection,Lunch,TV,Wi-Fi Access,Wired Internet Connection				
3 - 7 December	ICAO: ICAO International Air Law Course - ESAF Region [NA180912A]	UNON Rooms: Room 10	0	25	Badges,Coffee/Tea/Snacks bar,Flipchart,Laptop for Projection,Pads/Pencils,Projector,Sound,Water bottles,Wireless Microphones				Josephine Waweru jwaweru@icao.int +254 20 7622400
4 December	UNDP:UNCT Meeting [NA180062A]	UNON Rooms: Room 14	30	0	Laptop for Projection,Sound				

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			UN	NON UN					
4 December	UNEP/CPR/SC:UNEP CPR Subcommittee Meeting [NA160824K]	UNON Rooms: Room 4	70	0	Laptop for Projection,Projector,Sound				Florence Kabare florence.kabare@unep.org +254 7623402
4 - 5 December	UNON/Joint Medical Services:BASIC LIFE SUPPORT & FIRST AID TRAINING [NA180068A]	UNON Rooms: Room 13	20	0	NO SERVICES				
5 December	UNON/DAS:Common Services Management Team Meeting December 2018 [NA170749A]	UNON Rooms: Room 14	40	0	Sound				
6 December	UN-HABITAT/CPR:71st Meeting of the Committee of Permanent Representatives to UN-Habitat [NA161364K]	UNON Rooms: Room 1	120	0	Gavel/Block,Laptop for Projection,Nameplates,Pads,Pencils,Projector,Sound	ACEFRS		E	Mary Oyiolo mary.oyiolo@unhabitat.org +254 20 7623179
6 December	UNEP/CPR/SC:UNEP CPR Subcommittee Meeting [NA160825K]	UNON Rooms: Room 4	70	0	Laptop for Projection,Projector,Sound				Florence Kabare florence.kabare@unep.org +254 7623402
10 - 14 December	UNODC:UNODC BMM Training Centres [NA180907A]	UNON Rooms: Room 8	0	20	Badges,Coffee/Tea/Snacks bar,Laptop for Projection,Lunch,TV,Wi-Fi Access,Wired Internet Connection				
10 - 14 December	UNCTAD:eCommerce Week in Africa [NA180722A]	UNON Rooms: Room 2	0	1000	Badges,Laptop for Projection,Projector,Sound,TV	EF			
11 December	UNEP/CPR/SC:UNEP CPR Subcommittee Meeting [NA160826K]	UNON Rooms: Room 4	70	0	Laptop for Projection,Projector,Sound				Florence Kabare florence.kabare@unep.org +254 7623402
11 December	UNON/Joint Medical Services:Children HIV training [NA180083A]	UNON Rooms: Room 2	0	0	Flipchart,Laptop for Projection,Projector,Sound				
13 December	UNEP/CPR/SC:UNEP CPR Subcommittee Meeting [NA160827K]	UNON Rooms: Room 4	70	0	Laptop for Projection,Projector,Sound				Florence Kabare florence.kabare@unep.org +254 7623402

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			UN	NON UN					
18 December	UNEP/CPR:144th Meeting of the Committee of Permanent Representatives to UNEP [NA161360K]	UNON Rooms: Room 1	120	0	CD/DVD Audio Recording, Chairperson Sign, Gavel/Block, Laptop for Projection, Nameplates, Podium Signs, Projector, Security, Sound, Wired Internet Connection	ACEFRS	E	E	Junhui Park Junhui.Park@unep.org 0731383372
18 - 20 December	UNODC:UNODC YOUTH WORKSHOP ON INTEGRITY AND ANTI-CORRUPTION [NA181081A]	UNON Rooms: Room 2	30	170	Badge Holders, Badges, Flipchart, Laptop for Projection, Pads/Pencils, Participants Registration, Power extensions, Projector, Sound, Water bottles, Wi-Fi Access				Jane Wanjau jane.wanjau@unodc.org
18 December	UNEP/CPR/SC:UNEP CPR Subcommittee Meeting [NA160828K]	UNON Rooms: Room 4	70	0	Laptop for Projection, Projector, Sound				Florence Kabare florence.kabare@unep.org +254 7623402
3 January	UNEP/CPR/SC:UNEP Subcommittee meeting of the CPR [NA170157K]	UNON Rooms: Room 4	70	0	Laptop for Projection, Projector, Sound				
15 - 18 January	MUN:Middle School Model United Nations [NA180310A]	UNON Rooms: Room 2	0	600	Laptop for Projection, Projector, Sound, TV				Erick Huma erick.huma@hillcrest.ac.ke +254-20-8067783/4
23 - 25 January	UN-Habitat/Housing and Slum Upgrading Branch:EGM on Conservation and Rights of Indigenous Peoples [NA181136A]	UNON Rooms: Room 3	15	40	Badges, Laptop for Projection, Projector, Sound, Teleconference, Wired Internet Connection	EFS			
11 - 15 February	UNIC:Kenya Model United Nations [NA180795A]	UNON Rooms: Room 2	10	500	Laptop for Projection, Projector, Sound, TV				Janice Nduati janice.nduati@unon.org 254 20 7623798
18 - 22 February	MUN:East African Model United Nations [NA180309A]	UNON Rooms: Room 2	800	0	Laptop for Projection, Projector, Sound				Erick Huma erick.huma@hillcrest.ac.ke +254-20-8067783/4



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			UN	NON UN					
19 February	UNEP/CPR:146th Meeting of the Committee of Permanent Representatives to UNEP [NA170222K]	UNON Rooms: Room 1	120	0	CD/DVD Audio Recording, Chairperson Sign, Gavel/Block, Laptop for Projection, Nameplates, Podium Signs, Projector, Security, Sound, Wired Internet Connection	ACEFRS	E	E	Junhui Park Junhui.Park@unep.org 0731383372
4 - 8 March	OECPR to UNEP:4th Open Ended Committee of Permanent Representatives to the United Nations Environment Programme (UNEP) [NA170219K]	UNON Rooms: Room 1	0	300	Badges, CD/DVD Audio Recording, Gavel/Block, Internet connection, Laptop for Projection, Nameplates, Projector, Sound	ACEFRS	ACEFRS	E	Junhui Park Junhui.Park@unep.org 0731383372
11 - 15 March	UNEA:4th United Nations Environment Assembly of the United Nations Environment Programme [NA170220K]	UNON Rooms: Room 2	0	800	NO SERVICES	ACEFRS	ACEFRS	E	Junhui Park Junhui.Park@unep.org 0731383372
18 - 21 March	Joint Conventions Secretariat: Africa Regional Preparatory Meeting for the 2019 BRS COPs [NA180973A]	UNON Rooms: Room 2	0	155	Badges, Coffee/Tea/Snacks bar, Laptop for Projection, Projector, Sound, Water bottles	EF			
21 March	UN-HABITAT/CPR:72nd Meeting of the Committee of Permanent Representatives to UN-Habitat [NA170225K]	UNON Rooms: Room 1	120	0	Gavel/Block, Laptop for Projection, Nameplates, Podium Signs, Projector, Sound	ACEFRS		E	Mary Oyiolo mary.oyiolo@unhabitat.org +254 20 7623179
2 - 4 April	UNEP/Chemicals:3rd Meeting of the Open-ended Working Group (OEWG3) on Strategic Approach to International Chemicals Management (SAICM) [180002A]	Montevideo Sheraton Rooms: 1	0	300	NO SERVICES	ACEFRS	ACEFRS	E	Muhammed Omotola muhammed.omotola@unep.org
8 - 12 April	UN-HABITAT/GC:27th Session of Governing Council to UN-Habitat [NA170229K]	UNON Rooms: Room 2	120	0	Badges, Gavel/Block, Laptop for Projection, Nameplates, Pipersmart Meeting, Projector, Sound	ACEFRS	ACEFRS	E	Mary Oyiolo mary.oyiolo@unhabitat.org +254 20 7623179

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			UN	NON UN					
29 April - 10 May	Rotterdam Convention:9th Conference of the Parties to the Rotterdam Convention [180034A]	CICG/Geneva Rooms: Room 3	100	700	NO SERVICES	ACEFRS	ACEFRS	E	Andrew Isaac aisaac@pops.int
29 April - 10 May	Joint Conventions Secretariat:Basel, Rotterdam, Stockholm Joint COPs [170021A]	CICG/Geneva Rooms: Room 1	0	800	NO SERVICES	ACEFRS	ACEFRS	E	DCS-mcu dcs-mcu@unon.org 23441
29 April - 10 May	UNEP/SBC:14th Conference of the Parties to the Basel Convention [180033A]	CICG/Geneva Rooms: Room 2	100	700	NO SERVICES	ACEFRS	ACEFRS	E	Andrew Isaac aisaac@pops.int
29 April - 4 May	IPBES:Seventh session of the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services [180014A]	UNESCO Rooms: Salle I	0	500	NO SERVICES	ACEFRS	ACEFRS	E	DCS-mcu dcs-mcu@unon.org 23441
29 April - 10 May	Stockholm Convention:9th Conference of the Parties to the Stockholm Convention [180035A]	CICG/Geneva Rooms: Room 4	100	700	NO SERVICES	ACEFRS	ACEFRS	E	Andrew Isaac aisaac@pops.int
6 - 10 May	UN-Habitat/OED:United Nations Evaluation Group (EVALWeek 2019) [NA180859A]	UNON Rooms: Room 3	200	0	Flipchart,Laptop for Projection,Projector,Sound,TV				
18 June	UNEP/CPR:146th Meeting of the Committee of Permanent Representatives to UNEP [NA170221K]	UNON Rooms: Room 1	120	0	CD/DVD Audio Recording,Chairperson Sign,Gavel/Block,Laptop for Projection,Nameplates,Podium Signs,Projector,Security, Sound,Wired Internet Connection	ACEFRS	E	E	Junhui Park Junhui.Park@unep.org 0731383372
19 June	UN-HABITAT/CPR:73rd Meeting of the Committee of Permanent Representatives to UN-Habitat [NA170226K]	UNON Rooms: Room 1	120	0	Gavel/Block,Laptop for Projection,Nameplates,Projector,Sound	ACEFRS		E	Mary Oyiolo mary.oyiolo@unhabitat.org +254 20 7623179

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			UN	NON UN					
17 September	UNEP/CPR:148th Meeting of the Committee of Permanent Representatives to UNEP [NA170223K]	UNON Rooms: Room 1	120	0	CD/DVD Audio Recording, Chairperson Sign, Gavel/Block, Laptop for Projection, Nameplates, Podium Signs, Projector, Security, Sound, Wired Internet Connection	ACEFRS	E	E	Junhui Park Junhui.Park@unep.org 0731383372
18 September	UN-HABITAT/CPR:74th Meeting of the Committee of Permanent Representatives to UN-Habitat [NA170227K]	UNON Rooms: Room 1	120	0	Gavel/Block, Laptop for Projection, Nameplates, Pads, Pencils, Projector, Sound	ACEFRS		E	Mary Oyiolo mary.oyiolo@unhabitat.org +254 20 7623179
10 December	UNEP/CPR:149th Meeting of the Committee of Permanent Representatives to UNEP [NA170224K]	UNON Rooms: Room 1	120	0	CD/DVD Audio Recording, Chairperson Sign, Gavel/Block, Laptop for Projection, Nameplates, Podium Signs, Projector, Security, Sound, Wired Internet Connection	ACEFRS	E	E	Junhui Park Junhui.Park@unep.org 0731383372
11 December	UN-HABITAT/CPR:75th Meeting of the Committee of Permanent Representatives to UN-Habitat [NA170228K]	UNON Rooms: Room 1	120	0	Gavel/Block, Laptop for Projection, Nameplates, Pads, Pencils, Podium Signs, Projector, Sound	ACEFRS		E	Mary Oyiolo mary.oyiolo@unhabitat.org +254 20 7623179