

**UNEG AGM
2023**



UNEG
United Nations Evaluation Group

Logistical Information

24-26 January 2023

Global Environment Facility, Washington D.C.

Dates: 24-26 January 2023

The AGM will be hosted by GEF at World Bank Headquarters in Washington D.C

Meeting room: MC C2-350, WBG 'MC' Building, 1818 H Street, NW.

Updated: 16 January 2023

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MEETING INFORMATION

Meeting Location

The UNEG AGM 2023 will be held in **meeting room MC C2-350 in World Bank Headquarters, 1818 H Street NW – Washington DC, 20433.**

Registration and Building Access

Participants must go through full security screening and present a photo government-issued ID (Passport, Driver's license, etc.) to receive the Special Events Badge which gives access to the building.

Please allow enough time on to go through security and collect your badges.

If you did not register by the deadline (9th January) but plan to attend in person, please inform the UNEG Secretariat (unevaluationgroup@gmail.com) as soon as possible.

Webex

Participants attending virtually should use the link provided in the [Webex Connection document](#). It is the same link for all three days.

Wi-Fi

Free Wi-Fi is available in the meeting room.

- Wifi: Guest
- Password: yc4xa7nd2h

Support will not be provided if problems arise when connecting to or using the wireless internet service.

Documentation

EvalWeek 2023 will be **paperless**. Participants will have access to all documents on the UNEG website and in the UNEG Teams channel as they become available.

If you require access to either the website or the Teams Channel, contact the [UNEG Secretariat](#).

Catering

Coffee and refreshments will be provided during coffee breaks. Participants may use the World Bank canteen facilities during lunch or go to any local restaurant (see below).

Accommodation

Participants are responsible for making their own accommodation arrangements. A non-exhaustive list of hotels is available [below](#).

General Washington D.C Travel Information

Time Zone

Washington D.C is GMT – 04:00 hours (check current time in [Washington D.C.](#))

Airports in Washington D.C.

There are three major airports in the Washington, DC region:

- [Ronald Reagan Washington National Airport](#) (airport code: DCA) is located just across the Potomac River in Virginia and is the closest airport to DC. Reagan Airport is accessible via its own Metro stop on the Blue and Yellow lines. To catch a taxi, look for the official taxi stand outside of baggage claim (a ride into downtown DC will cost about \$15-20).
- [Washington Dulles International Airport](#) (airport code: IAD) is located 42km (26 miles) from DC in suburban Virginia. Dulles Airport is also the primary international airport for the DC region. Dulles Airport has a dedicated access road that makes getting to or from the airport efficient via car, taxi or airport shuttle. Washington Flyer taxi cabs exclusively service Dulles Airport. Taxi stands are located outside the main terminal and a ride into DC will cost about \$60-\$70. There are several bus services (Silver Line Express, bus Route 983 and the Metro bus 5A) that connect Washington Dulles airport with the closest metro station, Wiehle-Reston East Station. Virginia Breeze bus connect the airport with Virginia area and Megabus go to Union Station (central station).
- [Baltimore/Washington International Thurgood Marshall Airport](#) (airport code: BWI) is located 51km (32 miles) from DC and is accessible via an MARC/Amtrak train route that picks up and drops off at Union Station. There is a metro (Red line) that takes you from Union Station to the World Bank.

Rideshare apps like Uber and Lyft are also good options to get to and from all airports.

Banking and Currency Exchange Facilities

The official currency of the United States is the US Dollar.

ATMs dispensing US Dollars are available at the airport and throughout the city. Foreign currency can also be changed at the airport, which has 24-hr service, banks and foreign currency exchange bureaux.

Major international cards are widely accepted.

Electricity

Power plugs and sockets are of type A and B. The standard voltage is 120 V, and the standard frequency is 60 Hz.



Health

For the latest updates on international travel to and from the United States, participants should visit the [CDC website](#).

Public transport

Metro

Washington, DC's Metro is one of the busiest public transportation systems in the country. Its expansive network of tunnels and above ground tracks connect all four quadrants of DC with suburban Virginia and Maryland. The system is heavily used by local commuters and it's a popular, convenient and affordable way for visitors to DC to get around the region.

The Metro consists of six color-coded lines: Red, Blue, Orange, Yellow, Green and Silver. The lines are connected to each other via transfer stations and many Metro stops are serviced by more than one color. Each train car has an exterior electronic sign that marks the color and the direction of the train. Direction is indicated by the final station of that line.

Metro fares are calculated by how many stops you travel and vary during peak and off-peak hours. During peak hours, most fares range from \$2.25 to \$6 per trip. During off-peak hours, fares typically range from \$1.85 to \$3.85.

Metro riders must pay via [SmarTrip card](#) or the SmarTrip app on iPhone and Apple Watch. SmarTrip cards are plastic, rechargeable fare cards that can be purchased by cash or credit at any Metro station or in advance on [wmata.com](#). You can calculate your fare between two stops using Metro's [Trip Planner](#). The SmarTrip app can be used anywhere the SmarTrip card is accepted, including rail, buses and Metro-operated parking lots. Metro offers a full-service, touch-free payment option at every single stop.

Bus

[Metrobus](#) runs hundreds of routes throughout the city and the greater Washington, DC area, with more than 1,400 buses using compressed natural gas or a hybrid electric drive system helping to keep DC eco-friendly.

UN Security Training

BSAFE is the UN online security awareness training and is mandatory for all UN personnel, including staff, interns and consultants.

BSAFE can be completed within one hour and is mobile friendly. Learners will be able to access it using computers, tablets and smart phones, without requiring the installation of additional plug-ins. It is accessible for persons with a wide range of disabilities. BSAFE certificates will not expire.

Access BSAFE: <https://training.dss.un.org/course/detail/19948>

World Bank Headquarters

Banking and Currency Exchange Facilities

A branch of UNFCU is located at 1775 Pennsylvania Avenue, NW (Corner of 18th and H Streets NW, entrance on H Street) Washington, DC 20006, USA. (T) +1 202-463-1450

Security

Emergency contact numbers:

- World Bank Security:
 - Emergency +1 202 458 8888
 - Non-emergency: +1 202 473 3333
- US Emergency services: 911

Canteen Services and Restaurants

The World Bank Cafeteria can be found on Level C1.

Other restaurants and bars within walking distance from World Bank Headquarters you may wish to explore and sample are:

- Taberna del Alabardero, 1776 I St NW, Washington, DC 20006 (202 429 2200)
- Founding Farmers, 1924 Pennsylvania Avenue, NW Washington DC 20006 (202 822 8783)
- Tonic at Quigleys, 2036 G Street NW, Washington, DC 20036 (202 296 0211)
- Bindaas, 2000 Pennsylvania Ave NW, Washington, DC 20006 (202 516 4326)
- Sichuan Pavillion 1814 K St NW, Washington, DC 20006 (202 466 7790)
- P.J. Clarkes, 1600 K St NW, Washington, DC 20006 (202 463 6610)
- Kaz Sushi Bistro, 1915 I Street NW, Washington, DC 20006 (202 530 5500)
- Toryumon Japanese House, 1901 Pennsylvania Ave NW, Washington, DC 20006 (202 785 4600)
- The Exchange Saloon, 1719 G St NW, Washington, DC 20006 (202 393 4690)

Sandwich Places

- Cosi, 910 17th Street NW – Washington DC 20006
- Prêt-a-manger, 1825 eye Street NW – Washington DC 20006
- Paul, 2000 Pennsylvania Ave NW – Washington, DC 20006
- Pot Belly, 1701 Pennsylvania Ave NW – Washington DC 20006

Annex 1: Accommodation list

The following is a non-exhaustive list of hotels in the Washington DC area. The rates indicated are approximate.

Hotel	Comments
Hyatt Place DC/Downtown/K Street 1522 K Street N.W. Washington DC, DC	Rate varies by season: 148 USD - 211 USD Free Wifi, Complimentary Breakfast. Women or minority owned property. Sustainable property.
The Dupont Circle 1500 New Hampshire Avenue, N.W. Washington DC, DC	Rate varies by season: 172 USD - 258 USD Free Hi-Speed Internet, Free Wifi. Women or minority owned property. Sustainable property.
Club Quarters, Washington D.C. 839 17th Street N.W. Washington, DC	Rate varies by season: 143 USD - 211 USD Free Hi-Speed Internet, Free Wifi. Women or minority owned property. Sustainable property.
Sofitel Lafayette Square Washington D.C. 806 15th Street N.W. Washington, D.C., DC	Rate varies by season: 157 USD - 235 USD Free Hi-Speed Internet, Free Wifi
AKA White House 1710 H St Northwest Washington, DC	Rate varies by accommodation and reservation type Free Hi-Speed Internet, Free Wifi
The Concordia 1250 New Hampshire Avenue Washington, DC	Rate varies by season: 97 USD – 100 USD Free Hi-Speed Internet, Free Wifi Women or minority owned property.
Residence Inn Washington DC/Dupont Circle 2120 P Street N.W. Washington, DC	Rate varies by season: 172 USD - 258 USD Free Hi-Speed Internet, Free Wifi, Complimentary Breakfast. Sustainable property.
Royal Sonesta Washington DC Dupont Circle 2121 P St N.W. Washington, DC	Rate varies by season: 172 USD - 172 USD Hi-Speed Internet (15.99 USD), Free Wifi
Hyatt Place Washington Dc/Georgetown 2121 M Street N.W. Washington, DC	Rate varies by season: 155 USD - 233 USD Free Hi-Speed Internet, Free Wifi, Complimentary Breakfast. Sustainable property.
Hotel Lombardy 2019 Pennsylvania Avenue N.W. Washington, DC	Rate varies by season: 159 USD -229 USD Free Hi-Speed Internet, Free Wifi
Embassy Suites Washington D.C. 1250 22nd Street N.W. Washington, DC	Rate varies by season: 159 USD - 238 USD Hi-Speed Internet (9.95 USD), Free Wifi, Complimentary Breakfast. Sustainable property.
Hilton Garden Inn Washington Dc/Georgetown	Rate varies by season: 159 USD - 230 USD

Hotel	Comments
Area 2201 M Street N.W. Washington, DC	Free Hi-Speed Internet, Free Wifi, Complimentary Breakfast. Sustainable property.
Westin Georgetown Washington DC 2350 M Street N.W. Washington, DC	Rate varies by season: 172 USD - 258 USD Hi-Speed Internet(12.95 USD), Wifi (12.95 USD) Sustainable property.
Park Hyatt Washington Dc 1201 24th St, N.W. Washington, DC	Rate varies by season: 229 USD - 258 USD Free Hi-Speed Internet, Free Wifi. Sustainable property.
Fairmont Washington D.c. Georgetown 2401 M Street N.W. Washington, DC	Rate varies by season: 155 USD - 232 USD Free Hi-Speed Internet, Free Wifi. Sustainable property.
Washington Hilton 1919 Connecticut Ave., N.W. Washington, DC	Rate varies by season: 164 USD - 233 USD Free Hi-Speed Internet, Free Wifi. Sustainable property.
Melrose Georgetown Hotel Washington DC 2430 Pennsylvania Ave. N.W. Washington DC, DC	Rate varies by season: 158 USD - 236 USD Free Hi-Speed Internet, Free Wifi. Sustainable property.
2500 Penn, operated by WhyHotel 2500 Pennsylvania Avenue N.W. Washington, DC	Rate varies by season: 170 USD - 254 USD Free Hi-Speed Internet
The River Inn 924 25th St N.W. Washington, DC	Rate varies by season: 153 USD - 226 USD Free Hi-Speed Internet, Free Wifi, Complimentary Breakfast
State Plaza Hotel 2117 E Street Northwest Washington, DC	Rate varies by season: 99.00-225.00 USD Free Hi-Speed Internet, Free Wifi
Residence Inn by Marriott DC/Foggy Bottom 801 New Hampshire Avenue N.W., Washington, DC	Rate varies by season: 175.00-235.00 USD Free Hi-Speed Internet, Free Wifi, Complimentary Breakfast. Sustainable property.
Residence Inn Arlington/ Rosslyn 1651 North Oak Street Arlington, VA	Rate varies by season: 145.00-218.00 USD Free Hi-Speed Internet, Free Wifi, Complimentary Breakfast
Oakwood Residence Arlington 1550 Clarendon Blvd Arlington, VA	Rate varies by season: 149.00-169.00 USD Free Hi-Speed Internet, Free Wifi