UNITED NATIONS OFFICES
DDA
DEPARTMENT FOR DISARMAMENT AFFAIRS

Address

New York
Room S-3151 C
United Nations
New York, NY 10017
USA

Geneva
Palais des Nations
CH-1211 Geneva 10
Switzerland

Telephone
+1-212/963 3980
+41-22/917 3440

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+1-212/963 1121
+41-22/917 0034

E-mail
<derosa@un.org>

Website
www.un.org/Depts/dda

Contact
Mr. Gary DeRosa
Political Affairs Officer
Monitoring, Database and
Information Branch

Objectives

• Provide advice to the Secretary-General and assist him in the
discharge of his responsibilities under the Charter and
mandates given by the General Assembly and the Security
Council and other legislative organs of the UN system, on
disarmament and related security matters
• Monitor and analyze developments and trends in the field of
disarmament for the Secretary-General
• Support the review and implementation of existing
disarmament agreements
• Assist member states in multilateral disarmament negotiation
and deliberation on disarmament norms and agreements
• Promote openness and transparency in military matters,
verification, confidence-building measures, and regional
approaches to disarmament
• Interact with NGOs, academic institutions, research
institutes and individuals active in the field of disarmament
• Cooperate with organizations of the UN system and other intergovernmental organizations on matters related to disarmament
• Provide member states and the international community with objective information on disarmament and international security matters

**Structure**

The department is divided into five branches:

- **Conference on Disarmament (CD) Secretariat and Conference Support Branch (Geneva)**
  Conference on Disarmament, Ad Hoc Group of States Parties to the Biological Weapons Convention, Convention on Conventional Weapons (CCW), Mine Ban Convention, other multilateral disarmament meetings held in Europe, UN disarmament fellowship programme

- **Weapons of Mass Destruction Branch (New York)**
  Nuclear issues, including nuclear non-proliferation, nuclear testing, nuclear-weapon-free zones, chemical and biological weapons and ballistic missiles

- **Conventional Arms Branch (New York)**
  Small arms and light weapons, transparency and confidence-building, UN Register of Conventional Arms, standardized reporting on military expenditures, Coordinating Action on Small Arms (CASA), practical disarmament measures, assistance in weapons collection

- **Regional Disarmament Branch (New York)**
  Standing Advisory Committee on Security Questions in Central Africa, West African Moratorium on Small Arms Transfers, regional organizations (OAS, LAS, OSCE, ASEAN, etc.)

- **Monitoring, Database and Information Branch (New York)**
  Outreach programme, liaison with NGOs, research institutes, *Disarmament Yearbook, Status of Disarmament Agreements* and other publications, Advisory Board on Disarmament Matters, database and website, anti-personnel mines database, disarmament education
Additional information

NGOs can also contact regional centres in Africa, Asia and Latin America.

Regional Centre for Peace and Disarmament in Africa
P.O. Box 2705
Lomé, Togo
Tel. +228/255567
Fax +228/254315

Regional Centre for Peace and Disarmament in Asia and the Pacific
P.O. Box 107, Pulchowk
Kathmandu, Nepal
Fax +977-1/523991

Regional Centre For Peace, Disarmament and Development in Latin America and the Caribbean
c/o UNDP
P.O. Box 27-0047
Lima, Peru
Tel. +51-1/918 4674
Fax +51-1/444 9073
## DESA
### DEPARTMENT OF ECONOMIC AND SOCIAL AFFAIRS

| Address | United Nations  
|         | New York, NY 10017  
|         | USA  
| Fax     | +1-212/963 1010  

### Contacts

| NGO | Ms. Hanifa Mezoui  
| Consultative Status with ECOSC | Chief, Non-Governmental Organizations Section  
| Room DC1-1480  
| Tel. +1-212/963 8652  
| Fax +1-212/963 9248  
| E-mail <mezoui@un.org>  

| Advancement of women | Ms. Amina Adam  
| Chief, Coordination and Outreach Unit  
| Room DC2-1202  
| Tel. +1-212/963 3169  
| Fax +1-212/963 3463  
| E-mail <adama@un.org>  

| Africa and the least developed countries | Ms. Ruth Engo  
| Senior Economic Affairs Officer  
| Room DC1-1048  
| Tel. +1-212/963 1798  
| Fax +1-212/963 3892  
| E-mail <engo@un.org>  

| Development policy analysis | Ms. Beatrice Frankard-Little  
| Room DC2-2164  
| Tel. +1-212/963 1798  
| Fax +1-212/963 1061  
| E-mail <frankard-little@un.org>  

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<table>
<thead>
<tr>
<th>DESA (continued)</th>
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<tbody>
<tr>
<td><strong>Population</strong></td>
</tr>
<tr>
<td>Coordinator</td>
</tr>
<tr>
<td>Room DC2-1958</td>
</tr>
<tr>
<td>Fax +1-212/963 2147</td>
</tr>
<tr>
<td><strong>Public economics and public administration</strong></td>
</tr>
<tr>
<td>Director</td>
</tr>
<tr>
<td>Room DC1-0928</td>
</tr>
<tr>
<td>Fax +1-212/963 9681</td>
</tr>
<tr>
<td><strong>Social development</strong></td>
</tr>
<tr>
<td>NGO Focal Point</td>
</tr>
<tr>
<td>Tel. +1-212/963 3175</td>
</tr>
<tr>
<td>E-mail <a href="mailto:ngoran@un.org">ngoran@un.org</a></td>
</tr>
<tr>
<td><strong>Statistics</strong></td>
</tr>
<tr>
<td>Director</td>
</tr>
<tr>
<td>Room DC2-1420</td>
</tr>
<tr>
<td>Fax +1-212/963 9851</td>
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<tr>
<td><strong>Sustainable development</strong></td>
</tr>
<tr>
<td>Major Groups Focal Point</td>
</tr>
<tr>
<td>Tel. +1-212/963 8429</td>
</tr>
<tr>
<td>E-mail <a href="mailto:aydin@un.org">aydin@un.org</a></td>
</tr>
</tbody>
</table>
### DESA (continued)

#### Departmental websites
- Economic and Social Affairs  
  [www.un.org/esa](http://www.un.org/esa)
- ECOSOC Support and Coordination  
- Financing for Development  
- Gender Issues and Advancement of Women  
  [www.un.org/womenwatch](http://www.un.org/womenwatch)
- Global Development Trends, Issues and Policies  
- Office of the Special Coordinator for Africa and the Least Developed Countries  
- NGO Section  
- Population  
  [www.un.org/popin](http://www.un.org/popin)
- Public Economics and Public Administration  
  [www.web-write.com/GOC](http://www.web-write.com/GOC)
- Social Policy and Development  
- Statistics  
- Sustainable Development  

#### Subject areas
- Advancement of women
- Africa
- Development policy analysis
- Financing for development
- NGO guidelines
- Population
- Public economics and public administration
- Social policy and development
• Statistics
• Sustainable development

• Advancement of Women
Work is organized into three clusters relating to gender analysis, women’s rights, and coordination and outreach.

Reports and publications include:
– Directory of National Machinery for the Advancement of Women
– five-yearly World Survey on the Role of Women in Development
– Women 2000
– Agreed Conclusions on the Critical Areas of Concern of the Beijing Platform for Action
– The Optional Protocol: Text and Materials
– Bringing International Human Rights Law Home
– Work of the Committee on the Elimination of All Forms of Discrimination Against Women (CEDAW) and reports prepared for the Commission on the Status of Women, ECOSOC and the General Assembly on women’s advancement and gender equality and for CEDAW. The division also has a website (www.un.org/dpcsd/daw).

• Africa and the Least Developed Countries
The Office of the Special Coordinator for Africa and the Least Developed Countries (OSCAL) mobilizes international support for the development of Africa and the LDCs to ensure their integration into the global community as equal partners. Through the coordination of inputs from the UN and other bodies, it facilitates intergovernmental debates and negotiations on Africa and the LDCs. In its advocacy role, it analyzes issues and trends relating to African development and promotes dialogue involving African countries and LDCs with their partners. Publications include:
– Microfinance and Poverty Eradication: Strengthening Africa’s Microfinance Institutions
– Microfinance in Africa: Combining the Best Traditional Modern Microfinance Approaches toward Poverty Eradication
– Cultural Dimension of African Development
– Overview of African Development
– Networking: Directory of African NGOs
– The Tokyo Agenda for Action: African Development Towards the 21st Century
– Increasing Productivity and Competitiveness of the Informal Sector in Africa: Experiences of African and Asian Countries
– Poverty Eradication in Africa: Case Studies
– Special Programme for Support for Informal Sector Development in Africa
– Programme of Action for Advancing Financial Intermediation in Africa
– HIV/AIDS
– Information Technology

• Development Policy Analysis
  Monitors the world economic situation, focusing on development issues. Provides information on, and analysis of, recent and anticipated global macro-economic developments with a view to promoting the development of all countries and their full and effective integration into the world economy. Examines short- and medium-term trends
and prospects and analyzes issues pertaining to longer-term economic growth and development, including the interrelationships among different sectors and issues.

Prepares policy-oriented reports to assist international deliberations and negotiations, such as the World Economic and Social Survey and other economic reports prepared for the General Assembly, the Economic and Social Council and the Committee for Development Policy.

• Financing for Development
  Information services include a website and a database on policy texts relevant for the Financing for Development process.

• NGO Coordination
  Publications include:
  – NGOs in Consultative Status with ECOSOC
  – Guidelines for Submission of Quadrennial Reports (General/Special Status)
  – Up-dating on Accreditation of Representatives to the United Nations for 2001

• Population
  Provides accurate and timely data, information and analyses of population trends and policies; identifies new and emerging issues and initiates studies on them, and provides assistance to member states in these areas.

The Population Information Network (POPIN), with a Coordinating Unit located in the department, encourages the use of the Internet to facilitate global sharing of population information (www.unpd.org/popin).

Major databases include World Population 1950-2050 and the Global Review and Inventory of Population Policies (GRIPP). Selected publications on population are listed in the
Publications and Statistics section. A catalogue of Population Division publications, databases and software is available on request.

- Public Economics and Public Administration
  Assists the international community in its policy deliberations for developing and promoting global approaches to critical aspects of public economics, public administration and public finance in the development process, with a view to integrating them effectively into national and international development strategies.
  Publications include:
  - Development Administration Newsletter
  - Report on State of Public Sector
  - List of Publications on Public Administration and Finance
  - Supplement to International Tax Agreements
  - Changes and Trends in Public Administration and Finance
  - Non-recurrent publications on selected issues in the areas of public economics, public administration and public finance

  Information services include Global Online Network on Public Administration and Finance via a website providing information, training and advisory services on selected country profiles in public administration; analytical reports, case studies and a database on administrative reforms; a manual on administration of elections; and other technical materials available on the website.

- Social Policy and Development
  Work is organized around four clusters: poverty eradication, social integration, socio-economic policy and development management and intergovernmental support services and implementation, including follow-up to the 1995 World Summit for Social Development.
Publications include bulletins on social policy and social progress.
– Bulletin on Social Integration Policies
– Bulletin on the Eradication of Poverty
– Report on the World Social Situation
– Poverty Series

• Statistics
Promotes a coordinated system of international statistical programmes and activities by establishing international comparability of statistics; collects and disseminates international economic and social statistics; and provides assistance to member states in improving their statistical capabilities.

Major databases of international statistical and socio-economic information include Commodity Trade Statistics (COMTRADE) and the United Nations Economic and Social Information System (UNESIS).

Statistical publications are issued in a variety of formats, including electronic media such as CD-ROMs and statistical information on the Internet, such as MBS (Monthly Bulletin of Statistics) online. Some of these are identified in the Publications and Statistics section.


• Sustainable Development
Work focuses on providing policy recommendations to facilitate the implementation of sustainable development in all its social, economic and environmental components. Services include analytical, technical, policy advisory and information services within the framework of commitments made at the 1992 United Nations
Conference on Environment and Development, namely Agenda 21, the Rio Declaration, the Forest Principles, the Conventions on Biodiversity and Desertification, and the Programme for the Further Implementation of Agenda 21. A key element in these services is the forging of partnerships between the governmental, non-governmental and international actors. A more recent partnership promoting initiative is the multistakeholder dialogues organized during the CSD sessions.

Recent publications include:
– Comprehensive Assessment of the World’s Freshwater Resources
– Indicators for Sustainable Development
– Critical Trends in Global Change and Sustainable Development and Finance for Sustainable Development

Several periodicals are produced to provide regular and timely information on activities, including:
– Natural Resources Forum
– International Rivers and Lakes Newsletter
– Natural Resources Newsletter

Internet-based data on the Commission for Sustainable Development and related bodies, the issues identified in Agenda 21, and the Further Programme of Action for the Implementation of Agenda 21, is available on the Sustainable Development website (see above). A second website (www.un.org/esa/agenda21/natlinfo) contains information submitted by governments on national implementation of Agenda 21.
DGAACS
DEPARTMENT OF GENERAL ASSEMBLY
AFFAIRS AND CONFERENCE SERVICES
General Assembly and ECOSOC Affairs Division
Disarmament and Decolonization Organs Servicing Branch

Address
Room S-2977D
United Nations
New York, NY 10017
USA

Telephone
+1-212/963 3051

Fax
+1-212/963 5305

Contact
Mr. Sergei Cherniavsky
Political Affairs Officer
Room S-2977D
Tel. +1-212/963 3051

Subject areas
• Disseminates information on all aspects of decolonization
• Organizes consultations between relevant NGOs and the Special Committee on the Situation with regard to the Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples and its Subcommittee on Small Territories, Petitions, Information and Assistance
• Organizes seminars with NGO participation on dissemination of information on decolonization, as appropriate

Services/
materials
available
• Annual report of the Special Committee to the General Assembly
• Publications and other information materials on decolonization
DPA
DEPARTMENT OF POLITICAL AFFAIRS
Division for Palestinian Rights

Address
Room S-3350
United Nations
New York, NY 10017
USA

Telephone
+1-212/963 0496

Fax
+1-212/963 4199

Website
www.un.org/depts/dpa/qpal
http://domino.un.org/unispal.nsf

Contact
Mr. Wolfgang Grieger
Political Affairs Officer/Liaison Officer
Tel. +1-212/963 1550

Mr. Yosuke Kobayashi
NGO Liaison Officer
Tel. +1-212/963 1800

Subject areas
• Cooperation, liaison with and accreditation of NGOs interested in the question of Palestine
• Organization and servicing of international meetings and conferences with participation of NGOs interested in the question of Palestine, in accordance with General Assembly resolutions mandating the work of the Committee on the Exercise of the Inalienable Rights of the Palestinian People and of the Division for Palestinian Rights
• Providing information and documentation to NGOs
• Collecting information on NGOs’ work on the question of Palestine
DPA (continued)

| Services/ materials available | Publications, monthly bulletins on international action on the question of Palestine and on the peace process, reports of international meetings and conferences, Information Notes on the work of the Committee on the Exercise of the Inalienable Rights of the Palestinian People and the Division for Palestinian Rights, and a computer-based information system on the Question of Palestine. |
### DPI
#### DEPARTMENT OF PUBLIC INFORMATION

| Address       | United Nations  
|               | New York, NY 10017  
|               | USA  
| Telephone     | +1-212/963 1234  
| Website       | [www.un.org/dpi/ngosection](http://www.un.org/dpi/ngosection)  
| Contact       | Chief, NGO Section  
|               | Public Affairs Division, Room S-1070L  
|               | Tel. +1-212/963 6842  
|               | Fax +1-212/963 6914,  
|               | E-mail <dpingo@un.org>  
| UN documents, publications and press | NGO Resource Centre  
|               | Room LB-131  
|               | Tel. +1-212/963 7234 or 963 7233  
|               | Fax +1-212/963 2819  
| Photographs   | Photo Unit, Room S-0805  
|               | Tel. +1-212/963 6927  
|               | Fax +1-212/963 1658  
| Audiovisual materials | Audiovisual Materials Library, Room S-0805-M  
|               | Tel. +1-212/963 1562  
|               | Fax +1-212/963 1658  
| Reference services | Dag Hammarskjöld Library  
|               | • General (non-UN), Room L-105  
|               | Tel. +1-212/963 7394  
|               | Fax +1-212/963 8861  
|               | • Legal Branch, Room S-3455  
|               | Tel. +1-212/963 5372  
|               | Fax +1-212/963 1770  

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DPI (continued)

- Statistical Branch, Room DC2-1142  
  Tel. +1-212/963 8727  
  Fax +1-212/963 0479  
- UN and Specialized Agencies Collection  
  Room L-201  
  Tel. +1-212/963 7412  
  Fax +1-212/963 1779

**Subject areas**
- Peacekeeping and peacemaking  
- Disarmament  
- Human rights  
- Environment and sustainable development  
- Humanitarian assistance  
- Natural disasters  
- Women  
- Social development  
- Economic development  
- Africa recovery  
- Decolonization  
- Palestine

**Services/materials available**
- Produces multimedia information materials such as backgrounders, fact sheets, booklets, newsletters, information kits, posters, magazines, radio and television programmes, documentary films and exhibits in several languages  
- Provides coverage of intergovernmental meetings, media accreditation and liaison  
- Produces press releases in English and French covering the meetings of the General Assembly, Security Council, Economic and Social Council, Trusteeship Council and related bodies  
- Develops educational programmes for children, students and educators  
- Conducts guided tours of headquarters  
- Operates a speakers’ bureau providing UN speakers both at headquarters and externally
• Responds to requests from the general public for information about the UN
• Organizes programmes at headquarters for educational institutions, NGOs and media organizations
• Conducts outreach activities through a worldwide network of information offices (see section on UN Information Centres)
• Undertakes outreach efforts with NGOs including weekly briefings for NGO representatives from September to June, an annual DPI/NGO Conference for NGO representatives in September and a resource centre at UN headquarters for NGO representatives to obtain UN documents, publications and press releases
• Administers the Dag Hammarskjöld Library
• Maintains audiovisual and photo libraries
• Publishes the annual *Yearbook of the United Nations*
• Publishes a number of periodicals available by subscription including *Development Business, UN Chronicle* and *Africa Recovery*
DEPARTMENT OF PEACEKEEPING OPERATIONS

Address
United Nations
New York, NY 10017
USA

Telephone  +1-212/963 6840
Fax        +1-212/963 9737
Website    www.un.org
Contact    Peace and Security Section
           Public Affairs Division
           Department of Public Information
           Tel. +1-212/963 6840

Subject areas
The department serves as the operational arm of the Secretary-General for all United Nations peacekeeping operations and is responsible for the conduct, management, direction, planning and preparation of those operations. It provides substantive services to the Security Council and the General Assembly on all peacekeeping operations. It also provides substantive and secretariat services to the Special Committee on Peacekeeping Operations. It prepares the Secretary-General’s reports to the Security Council and the General Assembly on individual peacekeeping operations, on peacekeeping issues in general and on mine action.

It serves as the United Nations system focal point for mine action, coordinates all United Nations mine action activities, develops and supports, as appropriate, mine action programmes in peacekeeping and emergency situations and manages the Voluntary Trust Fund for Assistance in Mine Action.

It formulates policies and procedures, based on Security Council decisions, for the establishment of new peacekeeping
operations and the effective functioning of ongoing operations. It secures, through negotiations with governments, military units and equipment, as well as other military, civilian police officers and civilian personnel required for peacekeeping operations.

It develops operational plans and methodologies for multidimensional operations, and undertakes contingency planning for possible new peacekeeping operations and related activities. It proposes resource requirements for those operations to the Controller for preparation and submission of budgets to the legislative bodies for approval; monitors and controls regular budget and extrabudgetary funds related to peacekeeping activities. It provides logistic and administrative support for operations, as well as other field offices and missions, as required.

It maintains contacts with the parties to the conflicts and the members of the Security Council concerning the effective implementation of the Security Council’s decisions; liaises with member states, United Nations agencies and non-governmental organizations and coordinates, with other entities, their participation in peacekeeping operations. It prepares training guidelines and principles for the use of member states making contributions to peacekeeping operations.

General information materials on peacekeeping operations are available through the Department of Public Information and on the website.
ISDR
INTERNATIONAL STRATEGY
FOR DISASTER REDUCTION

Address  
Palais des Nations  
CH-1211 Geneva 10  
Switzerland

Street address  
Palais Wilson  
51 rue des Paquis  
CH-1201 Geneva  
Switzerland

Telephone  
+41-22/917 9700 or 917 9701

Fax  
+41-22/917 9098

E-mail  
<isdr@un.org>

Website  
www.unisdr.org

Contact  
Mr. Denis Benn  
Director a.i.  
Tel. +41-22/917 9701

Documents and press  
Nicole Appel  
Promotion and Public Awareness Officer  
Tel. +41-22/917 9706

Activities  
Promote natural disaster reduction in a number of fields (earth sciences, economics, social sciences, public health, engineering, information, education and training, law, public policy) at the international as well as the regional, national and local levels. These activities include the following.  
• Studies and surveys  
• Meetings and seminars  
• Contributions to, and participation in, the activities, conferences and meetings of other bodies
• Assistance to disaster reduction in development plans and projects, among other things, from the perspective of sustainable development
• Early warning systems
• International exchange of information and data
• Annual information and awareness-raising campaigns on the occasion of the World Disaster Reduction Day held annually on a specific theme

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<th>Services/ materials available</th>
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<tbody>
<tr>
<td>• Annual reports</td>
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<tr>
<td>• Studies on specific topics</td>
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<tr>
<td>• Pamphlets, folders and posters</td>
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<tr>
<td>• CD-ROMs and films (in cooperation with other organizations involved in the decade)</td>
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### OCHA
OFFICE FOR THE COORDINATION OF HUMANITARIAN AFFAIRS

<table>
<thead>
<tr>
<th>Address</th>
<th>New York</th>
<th>Geneva</th>
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<tbody>
<tr>
<td></td>
<td>United Nations</td>
<td>Palais des Nations</td>
</tr>
<tr>
<td></td>
<td>New York, NY 10017</td>
<td>CH-1211 Geneva 10</td>
</tr>
<tr>
<td></td>
<td>USA</td>
<td>Switzerland</td>
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</tbody>
</table>

| Telephone | +1-212/963 4832 | +41-22/917 2160 |
| Emergency number (relief operations only) |  | +41-22/917 2010 |
| Fax | +1-212/963 2740 | +41-22/917 0023 |
| E-mail | <ochany@un.org> | <dhagva@dha.unicc.org> |
| Website | www.reliefweb.int |

**Contact**

<table>
<thead>
<tr>
<th>Ms. Phyllis Lee</th>
<th>Ms. Madeleine Moulin-Acevedo</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief</td>
<td>External Relations Officer</td>
</tr>
<tr>
<td>Advocacy and External Relations Unit</td>
<td>Tel. +41-22/917 3160</td>
</tr>
<tr>
<td>Tel. +1-212/963 4832</td>
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</tr>
</tbody>
</table>

**Publications and Information**

Tel. +1-212/963 0760

**Subject areas**

- Coordination of humanitarian assistance in natural and man-made emergencies
- Advocacy of humanitarian issues with political organs of the UN and others
- Policy development and coordination functions in support of the Secretary-General, including mobilization and coordination of international humanitarian relief to emergency situation areas
Services/materi
available

- Consultative and operational relations with NGOs active in pre-disaster planning and disaster relief. (The three major international NGO networks for organizations providing humanitarian assistance are standing invitees to the Inter-Agency Standing Committee, chaired by the Emergency Relief Coordinator.)
- Information on assessment of humanitarian needs in emergency situations through Situation Reports (on request only) and Consolidated Inter-Agency Appeals
- Participation of NGOs in concerted relief programmes
- Relief Web, which provides access to system-wide information on humanitarian issues
UNOG
UNITED NATIONS OFFICE AT GENEVA
OFFICE OF THE DIRECTOR-GENERAL

Address
Palais des Nations
CH-1211 Geneva 10
Switzerland

Telephone
+41-22/917 2127

Fax
+41-22/917 0583

E-mail
<ungeneva.ngoliaison@unog.ch>

Website
www.unog.ch

Contact
NGO Liaison Officer
Room 155

Objectives
The NGO Liaison Office of the United Nations Office in Geneva is responsible for developing activities at UNOG in a fruitful cooperation between the United Nations, member states and NGOs, especially those enjoying a consultative status with the Economic and Social Council (ECOSOC).

Services/
materials available
• Provides information, advice, guidance and assistance to representatives of NGOs on issues discussed in United Nations organs, as well as how to contribute efficiently to the work of the United Nations
• Helps organize consultations between UN secretariat officials and NGOs
• Assists in the preparation of and participates in seminars, workshops and conferences on issues related to UN-NGO cooperation
• Provides information on the procedure for obtaining consultative status with ECOSOC, and on contributions of NGOs to the work of the United Nations
• Carries out or facilitates accreditation procedures for NGO representatives to UNOG and facilitates their participation in meetings and conferences taking place at UNOG
• Maintains a database and publishes a list of NGOs in consultative status with ECOSOC, with their addresses

The NGO Liaison Office does not provide funds for projects or scholarships, nor does it distribute publicity materials produced by NGOs.
| **Address** | Vienna International Centre  
P.O. Box 500  
A-1400 Vienna  
Austria |
| **Street address** | Vienna International Centre  
Wagramerstrasse 5  
A-1400 Vienna  
Austria |
| **Telephone** | +43-1/260600 |
| **Fax** | +43-1/26060 5929 |
| **Website** | www.unvienna.org |
| **Contact** | Mr. Boris Znamensky  
Protocol and NGO Liaison Officer  
Room E1413  
Tel. +43-1/26060 5497 or 26060 4090  
E-mail <boris.znamensky@unvienna.org> |
| | Mr. Tony Reitbauer  
Representation and Protocol Assistant  
Room E1407  
Tel. +43-1/26060 4136  
E-mail <anton.reitbauer@unvienna.org> |
| | Ms. Kaarina Rinnetmäki  
Liaison Assistant  
Room E1415  
Tel. +43-1/26060 4090  
E-mail <kaarina.rinnetmaki@unvienna.org> |
| Services/ materials available | • Advisory services to NGOs in consultative status with ECOSOC, including accreditation procedures  
| | • Provision of information on NGO contributions to UN meetings and conferences  
| | • Provision of documentation  
| | • Preparation and supply of lists of addresses of NGOs and their representatives who have been accredited to the United Nations Office in Vienna |