



## TOPC-25 FAO, Rome, Italy

26-28 November 2024

### LOCAL LOGISTICS

The Food and Agriculture Organization of the United Nations (FAO) looks forward to hosting the 25th Terrestrial Observation Panel for Climate in Rome, Italy from 26 to 28 November 2024.

#### 1. FAO - Practical information and contacts

##### 1.1 FAO HQ address and contacts

Food and Agriculture Organization of the United Nations  
Viale delle Terme di Caracalla, 00153, Rome  
Internet: [www.fao.org](http://www.fao.org)  
Intranet: <http://intranet.fao.org/home/en/>

##### 1.2 Emergency/medical contacts

**For emergencies**, dial the following numbers from any telephone inside the building.

30 Medical emergencies  
33 Fire  
35 Security booth (reception)

**FAO Medical Office** is open every day from 8:30 to 17:00 hours.  
First floor, Building B, Tel. 53577

##### 1.3 WiFi Coverage in FAO-HQ

Username: *FAO-Guest*  
Password: FAOunited2024

##### 1.4 Other services

###### **Banking**

###### ◆ **Banca Intesa San Paolo**

Located in headquarters on the ground floor of building B, open from 8:30 to 16:30. The ATMs are at the entrance of the bank and along the corridor.  
email: [roma.06825@intesasanpaolo.com](mailto:roma.06825@intesasanpaolo.com) | Tel: +39 06-5717371 Branch Manager: [Corrado Previsdomini](#)  
cell: 334646883

###### ◆ **Banca Popolare di Sondrio SPA**

Located in headquarters on the ground floor of building D (D016), open from 8:30 to 16:30. The ATMs are close to the entrance of the bank and along the corridor.  
email: [roma.agenzia29@popso.it](mailto:roma.agenzia29@popso.it) - Tel: +39 065717191 +39 06-57173736

### ***Bookshop***

Located in headquarters on the ground floor of building B, the Food for Thought Bookshop offers a selection of English, French and Spanish language books, gift stationery, writing paper, gift wrapping paper, greeting cards and guidebooks. Open from 8:00 to 17:00. For more information call +39 06 5705-3127.

### ***FAO Shop***

Located in headquarters on the ground floor of building B, the FAO Shop offers a selection of branded merchandise. Open on Tuesdays, Wednesdays and Thursdays from 10:30 to 16:30

### ***Library***

Located in headquarters on the ground floor of building A, the [FAO Library](#) is named in honour of the founder of the International Institute of Agriculture (IIA), David Lubin and was established in 1952.

Contact the library at [FAO-library-reference@fao.org](mailto:FAO-library-reference@fao.org).

### ***Mail, pouch and courier***

#### **For private shipments**

The mailroom is located on the ground floor, room C001, open from 9:00 to 17:00. DHL: Located on the ground floor, room C005, open from 9:00 to 12:30

### ***Meditation room (A250ter)***

A meditation room is available to women and men of all faiths, located on the second floor of building A near the Iraq room.

### ***Post Office***

Located in headquarters on the ground floor, building B

Open on Mondays, Wednesdays and Fridays from 08:20-12:30 and 13:30-15:30

### ***Travel***

The Carlson Wagonlit (CWT) travel agent is located in headquarters on the ground floor of building D, room D074, Opening hours: 9:00 to 17:00. For further information, clients may contact CWT on extension 55970 and via e-mail at [faotravel.it@contactcwt.com](mailto:faotravel.it@contactcwt.com). Outside office hours and during FAO HQ Holidays the CWT 24-hour emergency centre provides support at +39 06 82075812.

## 2. Rome – Tourist useful information

### WELCOME TO ROME – OVERVIEW

#### Rome

Rome is a city with an artistic heritage dating back to Etruscan times; the city is full of masterpieces, particularly from the ancient, Renaissance and Baroque eras.

Rome is famous for its squares, churches and fountains. The best way to see the sights is as a pedestrian. Walk around the centre and you will encounter great works of art such as sculptures by Michelangelo, paintings by Caravaggio, frescoes by Raphael and fountains by Bernini. In Rome art is not locked away from view, it is all around you. But be careful, traffic, especially scooters, can be erratic and pedestrians often have to fend for themselves.

The two most popular tourist destinations in Rome are the Vatican Museums and the Colosseum. Other popular sites include St Peter's Basilica, Foro Romano, Pantheon, Trevi Fountain, Spanish Steps, Capitoline Museums, Villa Borghese, Piazza Navona, Castel Sant'Angelo and Campo de' Fiori.

⇒ Click [here](#) to access the Map of Rome.

- **Time Zone:** One hour ahead of Greenwich Mean Time (GMT).
- **Population:** 2,870,493
- **Climate:** Rome has a predominantly Mediterranean climate. Hot and dry summers and cold and wet winters. The best time to visit is during spring and autumn.
- **Government:** Democratic Republic.
- **Currency:** Euro (€).
- **International code for Italy and Rome:** +39 06 + phone number.

#### National Public Holidays

- 1st January - New Year's Day
- 6th January - Epiphany
- March/April - Easter Monday
- 25th April - Liberation Day
- 1st May - Labour Day
- 29th June - San Pietro e Paolo
- 15th August - Assumption
- 1st November - All Saints Day
- 8th December - Immaculate Conception
- 25th December - Christmas Day
- 26th December - Boxing Day/St. Stephen's Day

## ACCOMMODATION NEAR FAO

### Hotels

List of selected hotels situated near FAO Headquarters. All provide special rates for FAO employees:

#### **Aventino Guest House**

- Address: Viale Aventino 98, Rome 00153
- Phone: (+39) 331 467 5450

#### **Beplace Aventino**

- Address: Via Di San Saba 22, Rome 00153
  - Phone: (+39) 375 541 7094
- ⇒ For further information on the hotel click [here](#).

#### **Bettoja Hotel Massimo D'Azeglio**

- Address: Via Cavour 18, Rome 00184
- Phone: (+39) 06 487 0270

For further information on the hotel click [here](#).

#### **Hotel anta Prisca**

- Address: Largo Manilo Gelsomini 25, Rome 00153
  - Phone: (+39) 06 574 1917 057
- ⇒ For further information on the hotel click [here](#).

#### **Hotel Mercure Roma Centro Colosseo**

- Address: Via Labicana 144, Rome 00184
  - Phone: (+39) 06 770 021
- ⇒ For further information on the hotel click [here](#).

#### **Hotel Lancelot**

- Address: Via Capo D'Africa 47, Rome 00184
  - Phone: (+39) 06 704 50615
- ⇒ For further information on the hotel click [here](#).

#### **Hotel Ripa Roma**

- Address: Via Degli Orti Di Trastevere, 3 Rome 00153
  - Phone: (+39) 06 58 661
- ⇒ For further information on the hotel click [here](#).

## ELECTRICITY, GAS AND WATER

### Electricity

Standard electricity supply is 220 Volts (V), 50 Hertz (Hz). The rental agency or real estate agent will be able to provide contacts for the area.

The basic electricity contract in Italy is set up to provide approximately 3 to 3.2 kilowatts; a larger supply (up to 6 kilowatts) can be requested.

The bill is generally paid every two months. The meters are read once a year and adjusted bills sent out.

Electricity costs vary depending on the time of use; i.e. more expensive from 8:00 to 19:00 on working days, when demand and costs are higher.

### Gas

Gas is widely used for heating, water heating and cooking appliances throughout Italy. Gas is available in three forms:

- Mains gas distributed by Italgas and Acea Energia
- Bottled gas
- Outdoors gas tank

A new tenant or property owner should contact Italgas or Acea Energia to have the meter read and gas turned on. The bill is every two months and payments can be made by direct debit or at the post office.

If central gas is not available you will need bottled gas or an outdoors gas tank.

### Water

Every municipality has its own water company. The water supply is controlled by the *Comune di Roma*. Water is usually billed twice a year with an "estimate". When the meter is read, an adjusted bill is sent. At this point it is recommended to confirm the reading to make sure the figures are correct.

Generally, residents of apartments and condominiums will pay the water bill as part of the fees, no special arrangements are needed.

## BANKS AND POSTAL SERVICES

### Banks

Banks are usually open Monday to Friday in the morning from 8:30 to 13:30.

In the afternoon, the opening hours change from bank to bank, but they are usually open from Monday to Friday from 14:30 to 15:00 or from 16:00 to 16:30.

Outside most banks there is a cash machine. Some cash machines in the center of Rome also have an automatic currency exchange working 24 hours a day.

In Rome, shops almost always have a credit card service, but remember that some small shops, stalls in markets, rooms for rent or Bed & Breakfasts often do not provide a credit card service.

At FAO Headquarters, two banks are available with Bancomat (ATM) facilities situated outside:

- Banca Intesa San Paolo is located on the ground floor, Building B.
- Banca Popolare di Sondrio is located on the ground floor, Building D.

### Postal Services

The Italian postal service provides a bill paying service widely used for making regular payments for services: gas, electricity, telephone, insurance, rent, road tax and television license fees. A pre-printed form (bollettino postale) will arrive with the bill. This should include all payment details. The teller will process the payment and give you a receipt as proof of payment. In addition, the post office offers financial products and the possibility to open current accounts and a range of pre-paid cards that can be recharged and used in Italy and abroad.

In the city center several post offices are open from Monday to Friday from 8:30 to 18:30, and on Saturday mornings from 8:30 to 13:00.

⇒ For more information click [here](#).

# TRANSPORT

## Airports

Rome has two main international airports:

Leonardo da Vinci/Fiumicino International Airport (Rome Fiumicino) - Rome's biggest and main airport is modern and well connected to the centre of the city by public transport.

Ciampino International Airport (Rome Ciampino - located to the southeast of the capital). This is Rome's low-cost airline airport. This small airport has no direct train connection. However there is a regular shuttle bus service.

⇒ For further information on Rome Airports click [here](#).

## Train

Rome has three train stations: Termini (the main railway station), Tiburtina and Ostiense.

For further information on ticket bookings and travel click on the following links:

- ⇒ [Rail Europe](#)
- ⇒ [Treni Italia](#)
- ⇒ [Italo Treno](#)

## Car

Rome and other Italian cities have restricted driving zones to reduce traffic congestion and pollution, called ZTL (Limited Traffic Zone). The historical center is checked by an electronic access gates system in order to limit private vehicle access.

⇒ For further information on the limited zones and itinerary, please click [here](#).

## Car Sharing

Car sharing provides individual, but shared, means of transport. Following registration, users can book a car when they need it, without the costs and charges of owning and running a car. Users collectively access a car fleet spread around the city. A single car is made available to multiple users who have registered with the Service. So, an individual car is driven by more than one user at various times of the day.

Economy cars/runabouts and vans are available. The vehicles can be used 24/24h, 365 days over the year, whenever you need one:

⇒ [Share Now](#)

⇒ [Enjoy](#)

## Taxi

If you need a taxi, make sure you use the official white taxis which have meters and the *Comune di Roma* sign next to the license plate.

You will find them in taxi ranks or calling a radio taxi:

- 06 3570
- 06 6645
- 06 8822

## Metro and Buses

Rome has four metro lines, A, B, B1 and C.

Rome's public transport uses Metrobus tickets, which have to be validated whilst getting on buses and before getting on the metro and trains. Tickets can be bought at newsstands, bars and vending machines and on some buses.

⇒ For further information click [here](#).



## USEFUL INFORMATION

### Web Pages and Phone Numbers

#### Turismo Roma

This is the official website for visitors to Rome. It provides detailed information on events, restaurants, transport, itineraries and accommodation.

⇒ For further information click [here](#).

If you have any query on leisure and cultural events taking place in Rome call 06 0608 or click [here](#).

For information on Rome's administrative municipal offices call 06 0606. The number also provides the municipal offices' working hours and addresses and gives you information on municipal payments, taxes and fines.

⇒ For general information on life in Rome click [here](#).

### Emergency Services and Phone Numbers

These national emergency numbers can be dialled from any public phone and they are free of charge.

- Polizia (Police): 113
- Carabinieri (Police): 112
- Vigili del Fuoco (Fire): 115
- Ambulance: 118
- Child Emergency: 114

### Main Public Hospitals

Emergency rooms (*Pronto Soccorso*) are found in public hospitals only. Private hospitals do not have emergency rooms. The ambulance will take you to the nearest emergency room.

#### **Ospedale Pediatrico Bambino Gesù (Children's hospital) Rome**

Piazza di Sant'Onofrio, 4 and Palidoro - Phone: 06 685 91

#### **G. Eastman Dental Hospital (Dental hospital)**

Viale Regina Elena, 287 - Phone: 06 844 831

#### **Ospedale Oftalmico (Ophthalmology)**

Piazzale degli Eroi, 11 - Phone: 06 683 52621

#### **Ospedale C.T.O. (Orthopedics)**

Via San Nemesio, 28 - Phone: 06 510 01

**Ospedale Lazzaro Spallanzani (Tropical Medicine and Malaria)** Via Portuense, 292 - Phone: 06 551 701

**Ospedale San Camillo Forlanini (Hospital)**

Area: Monteverde

Circonvallazione Gianicolense, 87 - Phone: 06 587 01

**Ospedale Fatebenefratelli Isola Tiberina (Hospital)**

Area: Trastevere

Via di Ponte Quattro Capi, 2 - Phone: 06 683 71/ 06 6837 299

**Policlinico Agostino Gemelli (Hospital)**

Area: Monte Mario

Largo Agostino Gemelli, 8 - Phone: 06 301 51/ 06 3015 4036

**Policlinico Umberto I (Hospital)**

Area: Piazza Bologna

Viale del Policlinico, 155 - Phone: 06 499 71

**Ospedale San Giovanni (Hospital)**

Area: San Giovanni in Laterano)

Via dell'Amba Aradam, 9 - Phone: 06 770 51

**Ospedale Santo Spirito (Hospital)**

Area: Vatican

Lungotevere in Sassia, 1 - Phone: 06 683 51

**Ospedale Sant' Eugenio (Hospital)**

Area: EUR

Piazzale dell'Umanesimo, 10 - Phone: 06 510 01

**Ospedale Sant'Andrea (Hospital)**

Area: Grottarossa Via Grottarossa, 1035 - Phone: 06 337 71

**Additional Emergency Information**

**Anti-Poison Centres (Centro antiveleni)**

Policlinico Umberto Primo - Phone: 06 499 78000

Policlinico Gemelli - Phone: 06 305 4343

**Pharmacies (Farmacie)**

Roman pharmacies adhere to usual opening and closing times. However, there are always pharmacies open 24 hours a day on a rotational basis. The location of the nearest night and weekend pharmacy is posted outside all pharmacies (*Farmacie notturne di zona*).

## LIVING IN ROME

### Exhibitions, Cultural Events and Cinemas

For the latest exhibitions, events, guided tours and theatres click [here](#). If you are looking for cinemas and movies in original language:

- [Rome Review](#)
- [Romeing](#)

Wanted in Rome is a monthly magazine in English which offers local news, classifieds, and information on events, museums, churches, art galleries, restaurants and useful numbers.

⇒ For further information click [here](#).

### International Bookshops

**Food for Thought bookshop** - Located at FAO on the Ground Floor of Building B. Offers a selection of English, French and Spanish language books, gift stationery, writing paper, gift wrapping paper, greeting cards and guide books.  
Phone: 06 570 53127.

**The Almost Corner Bookshop** – Located in Trastevere. You will find a good selection of guide books and literature.  
Via del Moro, 45, Trastevere. Phone: 06 583 6942.

**Feltrinelli International** – Part of the Feltrinelli bookstore chain, offers a large selection of books in English, they also stock titles in French, German, Spanish, Portuguese, and Russian. Via V.E.Orlando, 84/86.  
Phone: or

**The Anglo American Bookshop** – Located near Piazza di Spagna.  
Via della Vite 27. Phone: 06 6795 222.

**Librairie Francaise de Rome** - Libreria Stendhal (French bookshop) – Located near Piazza Navona.  
Via San Luigi de' Francesi 23. Phone: 06 6830 7598.

**The Open Door Bookshop** – Located in Trastevere. You can find both new and second hand books in English, French, and Spanish.  
Via della Lungaretta 23. Phone: 06 5896 478.

## Food

When in Rome, there is one thing you will not have to worry about: being able to find a good place to eat. Food and wine are central to Roman social life and there are plenty of pizzerias, trattorias, restaurants and gelaterie (ice-cream shops).

For further information click [here](#).

## Attractions near Rome

There are many attractions to visit outside of Rome too. Many neighbouring towns and historic ruins enjoy sizeable visitor numbers and are well connected by public transport.

## Shopping

Shops in Rome are usually open from 9:00 to 13:00 and from 15:30 to 19:30 (16:00 and 20:00 in summer), except on Sunday and Monday mornings. Grocery shops close on Thursday afternoons. Some bookshops and clothes shops, normally in the town centre, are open on Sundays.

Rome has several shopping centres:

- **Euroma2:** 240 shops from home furnishing to footwear, bars and restaurants.
- **Maximo:** 160 shops, a big supermarket, a cinema, a gym, bar and restaurants. These include Decathlon, Maison du Monde and others.
- **Porta Di Roma:** 220 shops, a 14-screen cinema, bar and restaurants. These include IKEA, Auchan, Decathlon Sport and others.
- **Castel Romano Designer Outlet:** Items from previous seasons with prices reduced by 30%-70% all year round.
- **Valmontone Outlet:** About 40 Km from Rome where you can find many shops stocking fashion labels.
- **Parco Leonardo:** Located near Fiumicino Airport, it features 216 shops, a 24-screen cinema and a bowling alley.

There are a variety of flea or outdoor markets and places to buy antiques in Rome:

- **Porta Portese**, open on Sundays from 7:00 until 14:00, is the most important flea market in Rome and one of the largest in Europe. At Porta Portese, you will find everything from antique housewares to second-hand clothing and music to original art, jewellery, posters, furniture, etc.
- Another well-known **flea market** is located just a few blocks south of the Basilica di San Giovanni Laterano (Via Sannio). This market sells clothing and accessories and is open from Monday to Saturday, morning only.
- **Food markets** can be found in every district of Rome and are called "*mercati rionali*". They are often the social centre of the district. Despite the supermarkets and "*ipermercati*" this tradition remains almost unchanged today. Full of colour and variety, Rome's food markets are a great place to find fresh fruits and vegetables, flowers, fish and meat.