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**ONE PLANET NETWORK FORUM**

# Participants Guide

**12 - 13 SEPTEMBER 2024**

**RIO DE JANEIRO, BRAZIL**

MUSEU DO AMANHÃ,  
PRAÇA MAUÁ, 1 - CENTRO

MUSEU DE ARTE DO RIO DE JANEIRO,  
PRAÇA MAUÁ, 5 - CENTRO



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MINISTRY OF  
FOREIGN  
AFFAIRS



Museu do **Amanhã**



INSTITUTO DE  
DESENVOLVIMENTO  
E GESTÃO

# Welcome to the One Planet Network Forum

Dear Participant,

The 10YFP Secretariat looks forward to welcoming you to Rio de Janeiro for the One Planet Network Forum 2024, which will be held on 12-13 September 2024 at the Museu do Amanhã (Museum of Tomorrow) and Museu de Arte do Rio de Janeiro - MAR (Museum of Arts of Rio de Janeiro).

In this information note, you will find general information on the meeting arrangements. Please note that the programme and substantive information concerning the Forum is constantly being updated at [oneplanetnetwork.org/opn-forum-2024](https://oneplanetnetwork.org/opn-forum-2024).

**Should you have any questions or require further assistance, do not hesitate to contact the following members of the Secretariat:**

- Manon Sennechael: [manon.sennechael@un.org](mailto:manon.sennechael@un.org) (private sector, civil society representatives);
- Jonathan Wilson: [jonathan.wilson2@un.org](mailto:jonathan.wilson2@un.org) (government representatives);
- Thais Mendes: [thais.mendes@un.org](mailto:thais.mendes@un.org) (logistics);
- Gary Paterson: [gary.paterson@un.org](mailto:gary.paterson@un.org) (registration).

**The following mobile/WhatsApp numbers are available to be contacted in case of emergency:**

Manon Sennechael  
Thais Mendes

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+55 11 98800-7226

# About the One Planet Network Forum

The One Planet Network (OPN) Forum is a platform for cooperation and thought leadership - convened this year with the Government of Brazil during the G20 - to accelerate the implementation of the Global Strategy on Sustainable Consumption and Production and SDG12.

Co-hosted by the Government of Brazil and the City of Rio de Janeiro, the OPN Forum, situated within the framework of Brazil's Presidency of the G-20 process, will explore concrete solutions for reducing inequalities and achieving just transitions for all through sustainable consumption and production, including through circular economy.

By convening a select group of global decision-makers, leading businesses and international organizations leaders, this dynamic 2-day event will feature high-level roundtables, plenary and thematic sessions, a Ministerial dialogue and an exhibition space aimed at showcasing concrete circular economy solutions that drive sustainable consumption and production patterns.

A High-Level Ministerial Dialogue comprising high-level government representatives and leaders of OPNpartner international organizations, including from the United Nations, private sector, academia and civil society, will be hosted on 13 September 2024, serving as a key platform to consider the core theme of the Forum, informed by the International Resources Panel's background paper, "10 Science-Based Recommendations for Reducing Inequalities and Achieving Just Transitions for All."

In addition to the partnerships and commitments launched across the various sessions of the Forum, the main political outcome document of the OPN Forum will consist of key messages for action for reducing inequalities and achieving just transitions for all through sustainable consumption and production, including circular economy, that will inform substantive inputs to the 79th Session of the UNGA, COP29, HLPF 2025, and UNEA7, as well as other relevant international processes. This outcome document has been developed by the members of the Board of the 10YFP and is open for input by Member States. More information is available at the [OPN Forum Website \(https://www.oneplanetnetwork.org/opn-forum-2024\)](https://www.oneplanetnetwork.org/opn-forum-2024).





# Getting to the Forum



# Our venues



## **‘Museu do Amanhã’ (Museum of Tomorrow):**

The ‘Museu do Amanhã’ (Museum of Tomorrow) is an innovative science museum designed by neo-futuristic architect Santiago Calatrava and is focused on solutions for challenges and opportunities facing humanity. This solutions-oriented venue, with its open environment, invites collaboration and represents the spirit of the One Planet Network.



## **‘Museu de Arte do Rio de Janeiro’ (Museum of Art, MAR):**

The ‘Museu de Arte do Rio de Janeiro’ (Museum of Art, MAR) created alongside the ‘Escola do Olhar’, a school whose museological proposal is innovative: to foster the development of an educational programme of reference for actions in Brazil and overseas, bringing together art and education starting from the curatorial programme that guides the institution. Inaugurated on 1 March 2013, the ‘Museu de Arte do Rio’ promotes a transversal reading of the city’s history, its social fabric, its symbolic life, conflicts, contradictions, challenges and social expectations.

# Travel to the Forum

## Airports:

The closest airport to the Museums is the national airport Santos Dumont, which is around 5 km away. Santos Dumont Airport's location: Praça Senador Salgado Filho, Rio de Janeiro, RJ. For international flights, refer to the Aeroporto Internacional Tom Jobim.

## Both museums are easily accessible by bus, metro, train, ferry and bicycle:

- **Bus:** Go to the website Vá de Ônibus in order to view the best bus line options to get to the museum.
- **Metro:** From the Uruguaiana Station, there are two walking routes:
  - Cross the Presidente Vargas Avenue, take the Acre Street until you get to the Praça Mauá/Museum of Tomorrow; or
  - Take the Presidente Vargas Avenue towards the Candelária Church, turn left on the Rio Branco Avenue and go straight ahead until you get to the Praça Mauá/Museum of Tomorrow.
- **Train:** Once you're at the Central do Brasil Bus Terminal, take the bus number 225 or simply walk for 15 minutes until you get there.
- **Ferry:** Visitors coming from Niterói, Ilha do Governador, and Paqueta may use the boat, which sails to Praça XV. From there to the Museum of Tomorrow, you can walk (which takes approximately 20 minutes) or take the bus (there are around 20 options connecting the Praça XV to the Praça Mauá).
- **Bicycle:** There are 120 bike rack spots at the Praça Mauá.
- **Taxi:** Should you wish to use a taxi, below are some useful apps you can download:
  - Cooparioca (the app is in English and Spanish)
  - 99 - Private drivers and Taxi



# Arrival and registration

## Access information for the Museums:

The One Planet Network Forum will be hosted in two Museums, located 350 meters apart at the Praça Mauá:

-Museu do Amanhã (Museum of Tomorrow): Praça Mauá, 1 - Centro, Rio de Janeiro, RJ. Zip Code: 20081-262.

-Museu de Arte do Rio de Janeiro (Museum of Art): Praça Mauá, 5 - Centro, Rio de Janeiro.

## Registration and Badge Collection:

To access the Forum, all participants must be officially registered and approved by the 10YFP Secretariat.

All participants are urged to complete their registration as soon as possible. Registration of all participants must be made through the online INDICO platform using the following link:

<https://indico.un.org/event/1012103/> no later than September 3rd, 2024. Each participant is required to register individually.

Kindly note that once registration is approved by the 10YFP Secretariat, participants will receive a personalized confirmation letter and a visa support letter. The visa support letter DOES NOT constitute a visa.

A photograph of a conference hall with rows of empty blue chairs. In the foreground, a person's hand is handing a black badge with a white circular logo and the word 'attendee' to another person's hand. The badge is being held over a table covered with a dark cloth, which has several other similar badges and lanyards on it. The text 'Accessing the Forum' is overlaid in large, bold, pink letters.

# Accessing the Forum



# Accessing the Forum

## Important note for High-Level Ministerial delegations and UN Organizations represented at the Head of Agency level:

It is recommended that Member States represented at the Ministerial Level and UN Organizations represented at the Head of Agency level send without delay a note verbale to the Ministry of Foreign Affairs of Brazil – through their accredited Embassy to the Federative Republic of Brazil – notifying of the visit and requesting the courtesies and support granted in such instances.

## Participants requiring a visa for Brazil:

International visitors whose nationality require a visa to travel to Brazil are required to approach the nearest Brazilian Consulate and undertake the process to request a visitor visa. More information is available in the following website: [SCI - Sistema Consular Integrado \(serpro.gov.br\)](http://serpro.gov.br). An information note on visa requirements and conditions is provided by the Brazilian Government. Should you require specific assistance in this regard, please contact Manon Sennechael ([manon.sennechael@un.org](mailto:manon.sennechael@un.org)).

## Credentials:

Representatives from member States of the United Nations are not required to submit credentials to participate in the One Planet Network Forum.

In the case of Member States representatives, the Secretariat reserves the right to verify the representative character of properly registered delegates through their respective Permanent Mission to the United Nations Environment Programme.

## Access to the High-Level Segment:

Access to the High-Level Ministerial Dialogue of the OPN Forum to be held on the 13th of September from 14:00 to 17:30 hrs. will be limited to a Principal +1 basis. Priority will be given to high-level government representatives and leaders of OPN partner international organizations. Please note that this is an interactive moderated dialogue and participants are kindly requested not to deliver prepared statements.

# Access information to the event area:

## -Museu do Amanhã (Museum of Tomorrow):

To access the event area in the Museum of Tomorrow, kindly follow the instructions of the reception and credentialing process below:

- **First Stage:** Initial Verification: An initial verification of guests will be done at the entrance of the Museum, on the left side of the front glass doors (refer to picture below). Do not worry, you will not miss the banners of the One Planet Network! The staff will check names against a list organized in alphabetical order.
- **Second Stage:** After the initial verification and behind glass doors, you will see a branded One Planet Network table with dedicated staff. All registered participants will be invited to present the confirmation document generated by the online INDICO platform in order to collect their event badge.
- **Third step:** Event Area: Once your badge is collected, signs and teams will be properly posted to facilitate guest orientation to the event area.





# Access information to the event area:

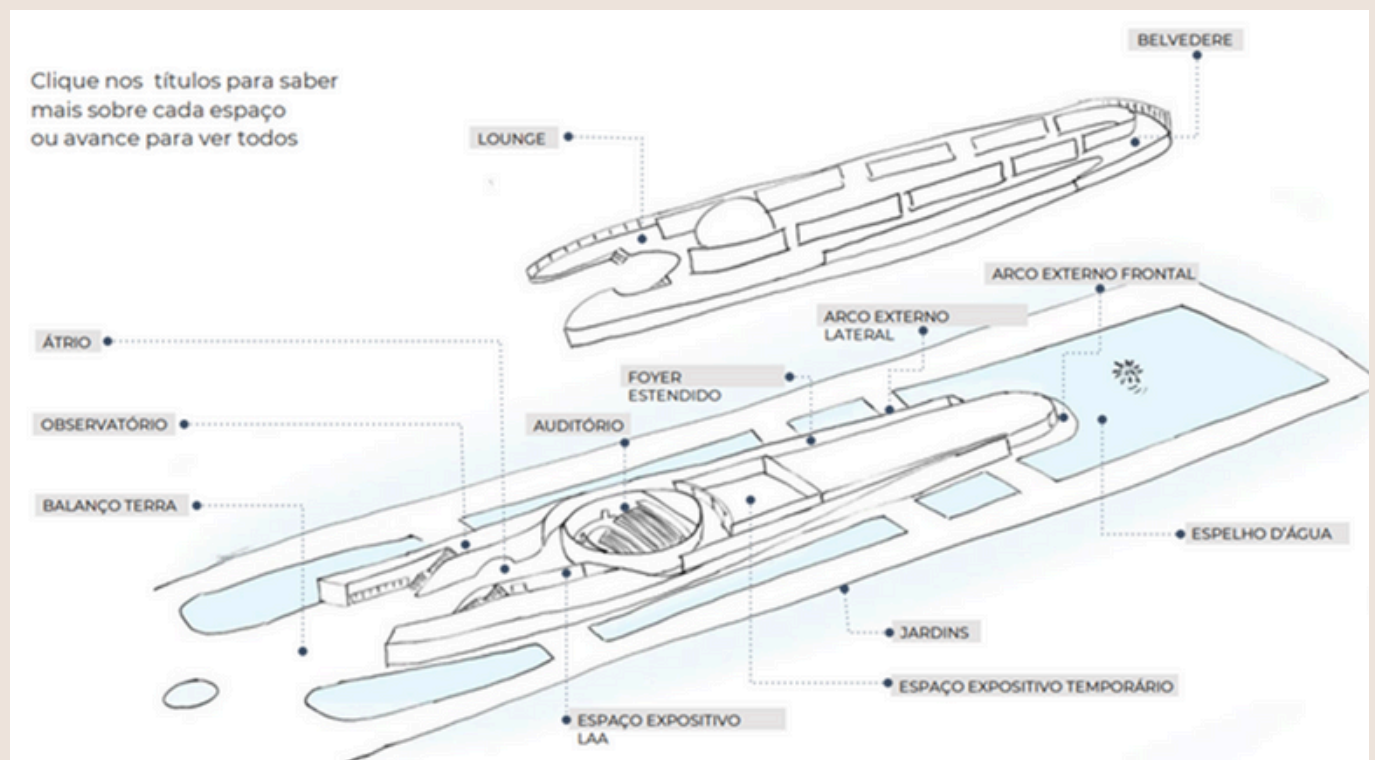
## -Museu do Amanhã (Museum of Tomorrow):

### Conference Rooms

The One Planet Network Forum 2024 will be happening in several spaces within the Museu do Amanhã:

- Auditório (Auditorium - Plenary and thematic sessions)
- Foyer Estendido (Coffee Breaks)
- Arco Lateral Externo and Arco Externo Frontal (Cocktail, by invitation only)
- Lounge (Networking Area)

Refer to the map below to get a sense of the location of these different areas within the Museum.



# Accessing the Forum

## -Museu de Arte do Rio de Janeiro (Museum of Art):

As per the picture below, MAR is composed of two buildings with both heterogeneous and interconnected profiles:

1. On the right-wing, the Dom João VI Mansion,
2. On the left-wing, a modernist-style building where the Forum will take place.

The main entrance of MAR is located in the middle of the two buildings. Credential checks will be performed by private security personnel, and One Planet Network staff members will be posted at the entrance to guide you to the event spaces.

As per the picture below, the Agora will be happening in several spaces of MAR: you will find the Exhibition Space on the ground floor, the auditorium on the second floor and the Stage Corner on the last floor of the building. Refer to the picture below for visual guidance.





# Security measures of the Museums:

## **-Museu do Amanhã - Museum of Tomorrow:**

Regarding security measures, the building is protected with intrusion alarms, CCTV, and access control manned by security guards. During the day and the museum's working hours, there are 12 fixed security posts along the perimeter staffed by private security guards, plus 4 mobile security guards. During the night, there are 4 fixed security posts plus random patrols.

Security outside the building is ensured by the 5th Battalion of the Military Police, with one vehicle and two officers permanently in the area. According to the Museum Manager, as is customary for large events at the museum, there will be a substantial reinforcement of security guards.

## **-Museu de Arte do Rio de Janeiro (MAR) - Rio de Janeiro Museum of Art:**

Regarding security measures, the building is delimited by walls, iron fences and partitions in tempered glass and is protected with intrusion alarms, CCTV, and access control manned by security guards. During the day and the museum's working hours, there are fixed security posts on all floors staffed by private security guards.

According to the Museum Manager of Institutional Relations, as is customary for large events or special exhibitions at the museum, there will be a substantial reinforcement of security guards and fire brigades (brigadistas de incêndios). Security outside the building is ensured by the 5th Battalion of the Military Police, with one vehicle and two officers permanently in the area.

## **-Movements from one Museum to the other**

Given the proximity and the frequent movement of meetings between the Museum of Tomorrow and the Rio Art Museum, which are approximately 350 meters apart, participants will need to walk across Praça Mauá.

This square is traversed by the VLT (Light Rail Vehicle), so participants moving between the two museums are kindly recommended to pay special attention while crossing the square.

The background image shows a large, modern architectural structure, likely a stadium or arena, with a prominent, illuminated, curved roof. The roof features a series of parallel, slanted panels that create a dynamic, sculptural effect. The building is set against a city skyline at dusk or dawn, with lights from other buildings visible in the distance. The overall scene is captured in a slightly desaturated, artistic style.

# **On-site provisions**

# On-site provisions

## Meals:

Breaks will take place each morning and afternoon with coffee, tea and snacks available during the two-day meeting.

The Museum of Tomorrow has an in-house cafe and restaurant: ***Café Ateliê Benoliel*** and ***Restaurante Casa do Saulo***. The Museum of Art has an in-house cafe: ***Cafe do Mar***.

Both will offer a special menu for participants, kindly note that costs will be incurred personally.

Many restaurants are also located near the Museums, providing takeaway options.

## Dietary accommodations:

Whilst lunches are the responsibility of participants, the Secretariat have worked with the venue to offer as many food options as possible. If you have any dietary accommodations which you would like to discuss beforehand, please contact Thais Mendes: [thais.mendes@un.org](mailto:thais.mendes@un.org) (logistics).

There will also be a provision of a fridge for those who wish to bring their own food.

## Languages:

Please note that both English and Portuguese will be the official languages of the One Planet Network Forum.

Translation services in English, Portuguese and Spanish will be made available for all participants attending the Museum do Amanhã's auditorium and the Agora Space.

## Wifi:

A separate wifi system will be made available to all participants. More information will be shared in future communications.

## Accessibility:

The venues feature accessibility features to enable movement across the building, with disabled toilet provisions.

## Quiet Room for prayer and reflection:

A small room will be available throughout the duration of the event in the Museum of Art which can be used by all participants for prayer or quiet reflection.

## Additional requirements:

The Secretariat stand by to answer any questions you may have related to an additional requirements needed for your participation. Please contact Thais Mendes: [thais.mendes@un.org](mailto:thais.mendes@un.org) (logistics)



An aerial night photograph of Rio de Janeiro, Brazil. The image captures the city's iconic landscape, featuring the massive, illuminated Sugarloaf Mountain (Pão de Açúcar) in the background. In the foreground, the city's dense urban fabric is visible, with numerous apartment buildings and commercial structures lit up. A large harbor in the middle ground is filled with hundreds of sailboats, their lights reflecting on the water. The overall scene is a vibrant display of the city's natural beauty and urban development.

# Additional Events

# Additional events back-to-back with the Forum

Several key events are organized back-to-back with the One Planet Network Forum and we welcome you to participate. Should you request to join, kindly note that the access to these events is through invitation only by writing to the mentioned points of contact below.

## **-First Regional Consultation of the Global Circularity Protocol:**

The first regional consultation of the Global Circularity Protocol will be held on September 11th, 2024 in Eletrobras' premises, located at Quitanda Street, 196, 2nd floor (auditorium), Rio de Janeiro. This consultation is accessible by invitation only.


Should you be interested in taking part, first make sure you are registered to the One Planet Network Forum 2024 as this will be a requirement to access the consultation. Also, kindly email [corra.magiya@un.org](mailto:corra.magiya@un.org) and [manon.sennechael@un.org](mailto:manon.sennechael@un.org) to share your interest in attending and request an official invitation letter.

## **-Special Session of the Forum of Ministers of the Latin American and the Caribbean:**

The Special Session of the Forum of Ministers of Environment of Latin America and the Caribbean is intended to facilitate discussions on climate action, biodiversity, and land degradation and restoration within the region.

This session will provide essential updates to ministers on the preparations for the upcoming Conferences of the Parties (COPs) and support LAC countries in their preparations. Furthermore, it will enable high-level regional dialogue to strengthen coordinated approaches and shared objectives. Should you be interested in taking part, kindly email [lagunacelis@un.org](mailto:lagunacelis@un.org) and [thais.mendes@un.org](mailto:thais.mendes@un.org) to share your interest in attending.



A panoramic view of Rio de Janeiro, Brazil, showing a crowded beach, a dense urban skyline, and prominent mountains in the background. The text "Rio de Janeiro Guide" is overlaid in the center.

# Rio de Janeiro Guide



# Accommodation

## Hotel accommodation in Rio de Janeiro:

Participants are responsible for arranging their hotel accommodation at their own cost.

All 4-star (or higher) hotels in Brazil's hotel sector are approved by UNDSS Brazil, as they meet the minimum safety and security requirements. However, while the hotel itself is considered a secure location, it is important to remain aware that the surroundings are not immune to incidents.

## Hotels near the Museum (indicative list):

Near the Museum (10 min from the Museum)

- Windsor Guanabara Hotel

Central (20 min from the Museum)

- Hotéis
- Hotel Vila Galé Rio de Janeiro
- Casa Amarelo Luxury GuestHouse
- Hotel Atlântico Prime
- Yoo2
- Arosa Rio Hotel
- Novotel RJ Santos Dumont (near local airport)
- Novotel Rio Botafogo (more central)
- Prodigy Hotel Santos Dumont Airport Rio de Janeiro (near local airport, small rooms)
- Windsor Florida Hotel
- Royal Regency Palace Hotel
- Scorial Rio Hotel
- BB Hotel Santos Dumont

# Practical Information about Brazil

## Currency Exchange:

The unit of currency is the Real (BRL). Exchange rates are subject to fluctuation. For more information, please refer [here](#).

A growing number of places accept credit and debit cards, with Visa/Mastercard being widely accepted.. All taxis must accept credit cards by law.

ATM can be found in town, but it is very dangerous to withdraw cash in the city. We recommend withdrawing or changing cash at the airport.

## Security:

Rio de Janeiro is a very pleasant place to visit, still, caution must be taken. We recommend you favor official taxi companies when travelling around the city/country, particularly at night.

Cell phone robberies and thefts are very common in Rio de Janeiro, particularly at night. We strongly advise NOT to walk around with your cellphone at hand, all the more during night-time where it can become dangerous.

# Practical Information about Brazil

## Emergency Contacts:

- Police Emergency – 190
- Fire Department Emergency – 193
- Ambulance / SAMU – 192
- DEAT (Tourist Support Police Station) – (21) 2334-6802. BPTur – (21) 2332-7949
- Superintendência Regional da Polícia Federal no Rio de Janeiro (400 meters distance, 1 minute drive): Av. Rodrigues Alves, 1 - Centro, Rio de Janeiro - RJ, 20081-250. Contact: 2122034000
- 5º Batalhão da Polícia Militar (1.5 kms, 5 minutes drive): Praça Cel. Assunção, S/N - Gamboa, Rio de Janeiro - RJ, 20221-160. Contact: 190
- Quartel Central do Corpo de Bombeiros (QOCG) (2 kms distance, 6 minutes drive): Praça da República, 45 - Centro, Rio de Janeiro - RJ, 20211-030. Contact: 2123332939
- Hospital Municipal Souza Aguiar (2.5 kms, 5 minutes): Praça da República, 111 - Centro, Rio de Janeiro - RJ, 20211-350. Contact: 2131112600



# Practical Information about Brazil

## Insurance:

All participants are requested to purchase insurance (such as traveler's insurance) for themselves. The organiser will not take any responsibility for medical bills, accident or any losses, damage or any other expenses incurred in connection with attending the Meeting.

## Pharmacy Services:

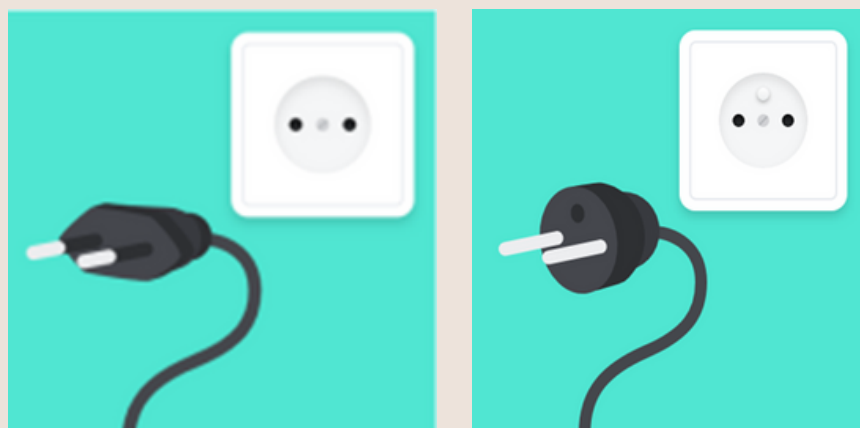
Rio de Janeiro has several pharmacies open mostly during regular working hours, with many open 24/7 on a rotating basis. You can easily even ask them to deliver to your address and delivery usually lasts less than 10 min.

## Power:

Brazil operates on a 127/220V supply voltage and 60Hz. There are two associated plug types, types C and N:

- Plug type C is the plug which has two round pins.
- Plug type N is the plug which has two round pins and a grounding pin.

It is advisable to bring your own round, two-prong adapter, as well as a universal travel socket adapter.







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