

AMWeb Companion Guide

worldbank.org/meetings



WORLD BANK GROUP
World Bank • IFC • MIGA



**ANNUAL
MEETINGS**
2019 | WASHINGTON DC
WORLD BANK GROUP
INTERNATIONAL MONETARY FUND

This booklet is a complement to the Annual Meetings website, [AMWeb](#), your one stop shop for all Meetings-related information. We have included a checklist below to highlight key information and to help you prepare in advance.

Here is how to make the most of your week:

- ✓ **Stay Updated.** Visit the Annual Meetings website, [AMWeb](#), on your laptop or mobile device to get up-to-date information, including much of what you find in this booklet.
- ✓ **Network.** [AMWeb](#) features a Participants List by category.
- ✓ **Hotel Booking.** The deadline to make a hotel reservation within the Annual Meetings block of rooms is **September 20, 2019**. After that date, rooms will be released back to the hotels.
- ✓ The World Bank Group is committed to providing access to events and supporting participants with disabilities. Reasonable accommodations will be provided during open public events. Please contact meetingsregistration@worldbank.org to request disability accommodations.
- ✓ In line with our organizational mission and the Sustainable Development Goals, the World Bank Group has implemented a campus-wide waste disposal system to improve recycling and composting efforts and reduce waste sent to landfill. In the common areas on each floor of Bank buildings, you will find 4 color-coded bins with signage indicating what materials are to be placed in each. We encourage you to help in our sustainability efforts and respect our planet's resources by doing your part to reduce our overall environmental footprint.

For More Information

AMWeb - Bank Annual Meetings Website
Bank Conferences Office - General Inquiries
World Bank Group - Corporate Website
Fund Institutional Events - General Inquiries
International Monetary Fund - Corporate Website
Annual Meetings Joint Website

amweb.worldbank.org
seccoffice@worldbank.org
www.worldbank.org
secministerialmeetings@imf.org
www.imf.org
www.bankfundmeetings.org

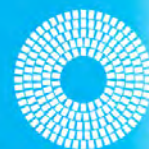
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AMWeb

The Annual Meetings Website

worldbank.org/meetings



Preparing for the Meetings

CUSTOMS AND IMMIGRATION

For participants requiring documentation to obtain a visa to enter the United States, the Registration Confirmation Letter (once issued) can be used for documentation purposes.

PLENARY SESSION ACCESS

Seating will be reserved for delegations, staff, and invited participants. Those invited to attend the Annual Meetings Plenary Session will have a green stripe on their registration badge; no action needs to be taken to request the green stripe - it will be automatically granted to those approved to attend the Plenary.

REGISTRATION

All participants must be accredited before the Meetings, and are strongly encouraged to register as early as possible to avoid delays. Participants are divided into different registration categories and registration links for each category is available on [AMWeb](#).

PASSPORTS AND VISAS

All participants should ensure that passports are valid for at least six months from the date of entry and consult information provided by the [U.S. Department of State](#) for the latest information on visas and entry requirements. If visas are required, applications should be made as early as possible to allow sufficient time for processing.

The World Bank Group is comprised of




Annual Meetings and Related Events

The 2019 Annual Meetings of the Boards of Governors of the World Bank Group (Bank) and the International Monetary Fund (Fund) and related events will take place in Washington, D.C. in and around the Bank and Fund buildings, from Monday, October 14, through Sunday, October 20. Refer to the [Campus Plan](#) for venue locations.

Information on the schedule of Annual Meetings events and seminars will be available on the Annual Meetings website, [AMWeb](#), in September.

PROVISIONAL SCHEDULE OF MEETINGS (times and locations subject to change)

Monday October 14	Tuesday October 15	Wednesday October 16	Thursday October 17	Friday October 18	Saturday October 19	Sunday October 20
<p>Program of Events - Open to All Participants</p> <p>Events taking place Monday through Sunday will focus on key institutional priority topics. The broad theme will be Building Strong, Inclusive Economies and Achieving Successful Country Outcomes; sessions will focus on innovation and action in tackling critical development issues like debt, fragility, poverty, climate, gender and jobs.</p>						
<div style="display: flex; justify-content: space-between;"> <div style="width: 30%; text-align: center;">  <p>Full Schedule Online at AMWeb in September</p> </div> <div style="width: 65%;"> <div style="background-color: #4CAF50; color: white; padding: 5px; margin-bottom: 10px;"> <p>Civil Society Policy Forum (CSPF)</p> <p>The CSPF, a forum of approximately 40 sessions on a wide range of topics, provides an opportunity for CSOs to exchange views with stakeholders. CSPF sessions are open to all participants, but for events with limited seating, priority will be given to CSOs.</p> </div> <div style="display: flex; flex-direction: column; align-items: flex-end;"> <div style="background-color: #003366; color: white; padding: 5px; margin-bottom: 10px; width: 150px;"> <p>2019 Annual Meetings Plenary</p> <p>Time: 9:00 -10:30 am DAR Constitution Hall <i>By invitation only</i></p> </div> <div style="background-color: #FFC107; color: white; padding: 5px; width: 150px;"> <p>Development Committee Lunch</p> <p>Time: 12:15 - 2:15 pm Bank MC 13-121 <i>By invitation only</i></p> </div> </div> <div style="background-color: #9E9E9E; color: white; padding: 5px; margin-bottom: 10px; width: 150px;"> <p>IMFC Plenary</p> <p>Time: TBD IMF HQ2 Hall 1 <i>By invitation only</i></p> </div> <div style="background-color: #FFC107; color: white; padding: 5px; width: 150px;"> <p>Development Committee Plenary</p> <p>Time: 2:15 - 5:00 pm Bank MC Preston Auditorium <i>By invitation only</i></p> </div> </div> </div>						

Plenary Session Agenda

- Address from the Chair, **Minister Aiyaz Sayed-Khaiyum**, Minister of Economy, Fiji
- Annual Address by World Bank Group President
- Annual Address by International Monetary Fund Managing Director

Venues and Services

World Bank Group Buildings

Main Complex (MC) Building – 1818 H Street, NW

ATM (Lobby & Level C1)
Atrium Café (Atrium, Level 2)
Bank Store and Illy Coffee Bar (Lobby, Level 1)
Banking Services (Level C2)
Business Center Conference Rooms (Levels 2-11)
Business Lounge (Lobby)
Cafeteria (Level C1)
Café Nation (Level C1)
Executive Dining Room (Level C1)
Health Clinic (Level C2)
Information (Lobby, Level 1)
MC Global Hall (Level C1)
Press Lounge (Level 1)

C Building – 1225 Connecticut Ave., NW

Coffee bar (Level 2)
Cafeteria (Level 2)

F Building – 2181 Pennsylvania Ave., NW

Banking Services (Level 1)
Café (Level 1)
Cafeteria (Level K)

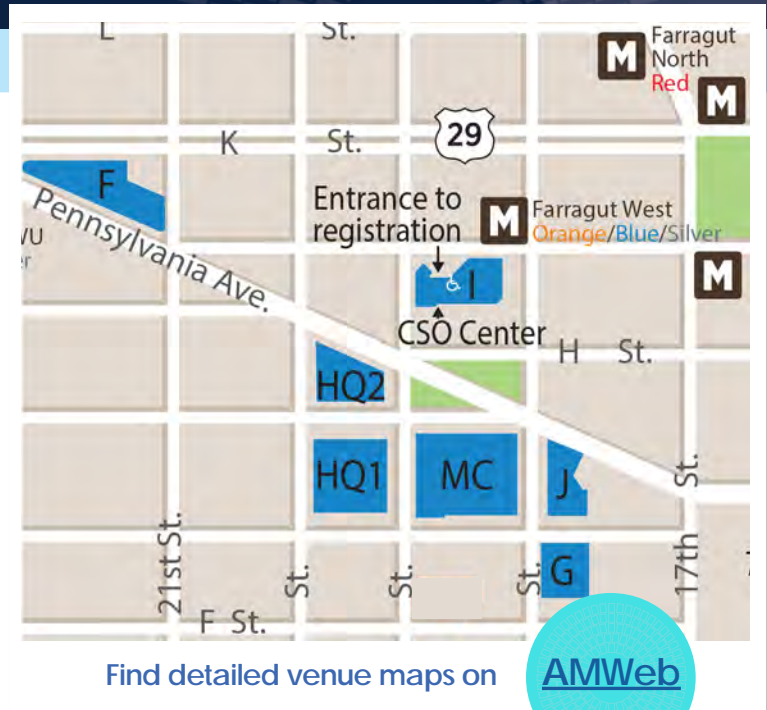
G Building – 1776 G Street, NW

I Building - 1850 I Eye Street, NW

Café (Level 2)
Cafeteria (Level 1)
Civil Society Center (Level 2)
Registration (Level 1)

J Building - 701 18th Street, NW

Business Center Conference Rooms (Levels 2-11)
Business Lounge (Level 1)
Cafeteria (Level 1)
Visitor Center (Level 1 – access from street)



IMF Buildings

HQ1 – 700 19th Street, NW

ATM (Level 1)
Bistro (Level 2)
Business Center Conference Rooms (Levels Red-10)
Café (Level 2)
Exhibits (Level 1-2)
Gift Shop (Level 1)
Fund Publications (Gallery, Red Level)
Information (Lobby, Level 1)
Networking Lounge (Level 1)

HQ2 – 1900 Pennsylvania Ave., NW

ATM (Level 1)
Banking Services (Level 1)
Bistro (Level 2)
Business Lounge (Level 3)
Business Center Conference Rooms (Levels 3-18)
Café (Level 2)
Civil Society Lounge (Level 3)
Interpreters' Lounge (Level 9)
Information (Level 1)
IMF Connect (Level R)
Media Partners Publications (Level 2)
Press Center (Level 2)

Venues and Services

Badges and Access

Annual Meetings badges will allow participants to access buildings from Monday, October 14 through close of business on Sunday, October 20. For delegates only, Annual Meetings badges will allow access through Friday, October 25.

All individuals must display their Annual Meetings badges or Bank/Fund staff badges for access inside the security perimeter and into all Bank/Fund buildings. It is not advisable, however, to wear identification badges in public outside the perimeter, especially if there are demonstrators nearby.

From October 14 to October 20, all visitors, including Annual Meetings badge holders, will be subject to magnetometer and x-ray screening before entering Bank/Fund facilities. While the security perimeter is up, Bank/Fund staff will also be required to go through screening. Screening lines move quickly, but individuals should allow extra time for this process to arrive on time for a scheduled meeting.

Press Badges: Press badges grant access to the press lounge, press room, press conferences, and press briefings. Members of the press must be accompanied by a staff escort within office areas at all times. Members of the press requiring building access after October 20 must comply with Bank/Fund visitor procedures.

Bank Visitor Center

The World Bank Group Visitor Center engages and informs guests on our mission, goals and achievements. The interactive and informational displays and exhibits inside the Visitor Center highlight our impact as well as our priorities for sustainable development. Located at 1776 Pennsylvania Avenue NW, the Visitor Center will be open Monday through Friday, 10:00 am to 5:30 pm. Discover our stories about alleviating extreme poverty and boosting shared prosperity among the world's poorest.

Banking Services

Limited banking services, including cashing of travelers checks and foreign exchange, are available in Bank/Fund headquarters during regular business hours but will be closed over the weekend. Automatic teller machine (ATM) locations can be found on the Venues and Services page.

Watch Live!

Stay tuned to [World Bank Live](#) for live-streamed events. They will broadcast all seminars and several side-events during the Annual Meetings.

Services

Business Lounges

There will be two business lounge locations for use by participants, available from October 15 through October 20, from 8:00 am to 6:00 pm.

- Bank: MC Lobby
- Fund HQ2: Level 3

They will feature hoteling workstations, available first-come, first-served (workstation time should be limited to no more than 15 minutes).

Charging Stations: A cell phone charging station will be available in the Bank Business Lounge.

Business Center Conference Rooms

Business Center Conference rooms will be located in the Bank's MC and J buildings and in the Fund's HQ1 and HQ2 buildings. These rooms can be reserved in 30-minute windows of up to two hours.

To Schedule

- Bank Buildings: ambusinesscenters@worldbank.org
- Fund Buildings: ebc@imf.org

See more on
AMWeb

Food and Beverage (subject to change)

Venue			Monday	Tuesday - Friday	Saturday	Sunday
World Bank Group	MC Atrium Coffee Bar (Level 2)	Coffee/Tea & Light Fare	7:30 am – 3:00 pm	7:30 am – 5:00 pm	7:30 am – 5:00 pm	7:30 am – 3:00 pm
	MC Dining Room (Level C1)	Reservations encouraged (<i>call 202-458-0678</i>); walk-ins welcome	Closed	11:30 am – 2:30 pm	11:30 am – 3:00 pm	11:30 am – 2:00 pm
	MC Cafeteria (Level C1)	Breakfast & Lunch	Closed	7:30 am – 2:30 pm	Closed	Closed
	MC Café Nation (Level C1)	Coffee/Tea & Light Fare	Closed	9:00 am – 6:30 pm	Closed	Closed
	J Building Windows Café (Level B1)	Breakfast & Lunch	Closed	7:30 am – 2:30 pm	Closed	Closed
	I Building Cafeteria (Level 1)	Breakfast & Lunch	Closed	7:30 am – 2:30 pm	Closed	Closed
	I Building Café (Level 2)	Coffee/Tea & Light Fare	Closed	7:30 am – 5:00 pm	Closed	Closed
IMF	HQ1 Café (Level 2)	Lunch	11:00 am – 2:30 pm	11:00 am – 2:30 pm	11:00 am – 2:30 pm	11:00 am – 2:30 pm
	HQ1 Bistro (Level 2)	Coffee/Tea & Light Fare	7:30 am – 4:00 pm	7:30 am – 5:00 pm	7:30 am – 5:00 pm	7:30 am – 4:00 pm
	HQ2 Café (Level 2)	Breakfast & Lunch	8:00 am – 2:30 pm	7:30 am – 2:30 pm	7:00 am – 2:30 pm	8:00 am – 2:30 pm
	HQ2 Bistro (Level 2)	Coffee/Tea & Light Fare	7:30 am – 4:00 pm	7:30 am – 5:00 pm	7:30 am – 5:00 pm	7:30 am – 4:00 pm

Hotels

A [map](#) of official Annual Meetings hotels, and information regarding [hotel reservation procedures](#), can be found on [AMWeb](#).

Information Desks

Information Desks will be located in the Bank's I building and MC building lobbies, and the IMF HQ1 and HQ2 building lobbies. Staff will be available to assist with questions about the schedule, room locations, and general inquiries.

Medical Facilities

Health and medical services will be provided in the MedStar Health Clinic, located in the Bank MC Building, Level C2. In addition to normal week day operations, from 8:30 am until 5:30 pm (until 9:00 pm on Friday, October 18), the Health Clinic will be available, as needed, on Saturday, October 19 and Sunday, October 20. Participants who have medicines requiring refrigeration may use the Health Clinic for this purpose. Delegates and all participants should arrange for their own insurance for their travel, medical care, and personal effects while attending the Meetings. The institutions will not cover the cost of any medical expenses incurred by participants.

Emergency ambulance service can be requested by dialing (202) 458-8888 within any Bank building and dialing (202) 623-9911 within any Fund building. For emergencies outside the Bank/Fund buildings, dial 911.

Merchandise and Publications

- Bank Store: Items available for purchase in the MC lobby and Bank Visitor Center.
- Fund Gift Shop: Items available for purchase in the lobby area of HQ1 or by email (secsouvenirs@imf.org).

Complimentary and for-purchase publications from the Bank/Fund, as well as from other inter-governmental and non-governmental organizations and external publishers, are available through the [Bank's Open Knowledge Resource](#), [Bank's Reference Website](#), and the [Fund online bookstore](#).

Press Center

The joint Press Center will be located on Level 2 in IMF HQ2 and will be open Monday through Sunday.

Press Lounge

Participants accredited with press badges will have access to a Press Lounge in the Bank's MC building front lobby. The Press Lounge will offer broadcast interview sets (one interior, one exterior), workspace and casual seating, power stations, Wi-Fi, and coffee service. The Lounge will have two entrances – one located on the corner of 19th and H Streets, NW, where there will be a patio seating area, and one leading from Preston Auditorium. The Lounge will be open Tuesday through Friday from 9:00 am until 6:00 pm and on Saturday from 9:00 am until 5:00 pm.

Find it on
AMWeb

Logistical information
found in booklet, plus:

...schedule
...speakers
...maps
...and more

Sustainability

In line with our organizational mission and the Sustainable Development Goals, World Bank HQ has implemented a campus-wide waste disposal system to improve recycling and composting efforts and reduce the amount of waste sent to landfill. In the common areas on each floor of the buildings, you will find 4 color-coded collection bins with detailed signage indicating what materials are to be placed in each.

Green Recycling– Paper, including water boxes and cardboard

Blue Recycling– Other recyclables, like bottles and cans and plastics

Red Composting– Compostables, including food waste and all WB take-away containers

Black Landfill– Any items that can't be recycled/composted. If you are unsure, place items here.

We encourage you to help in our sustainability efforts and respect our planet's resources by doing your part to reduce our overall environmental footprint.

Transportation

Shuttles will be available to accommodate meetings held in the World Bank Group C and F (IFC) buildings. From October 14 – October 18, the shuttle will run from 7:30 am to 6:00 pm and depart every 30 minutes from the MC building main entrance on H Street. On Saturday and Sunday, the shuttle will run between the MC and F (IFC) buildings and depart every 30 minutes, from 7:30 am to 7:00 pm.

There will be no shuttle service available between official hotels and Bank/Fund headquarters buildings, with the exception of the Watergate hotel, which will provide

shuttle service to guests (see hotel for details). Participants are advised to make their own transportation arrangements.

Plenary Session transportation:

Shuttle service will be provided to and from the Plenary Session at DAR Constitution Hall on Friday, October 18. Please refer to [AMWeb](#), posted signage, and the Information Desks for information about the schedule.

Delegation cars and private vehicles:

Delegation cars, staff cars, or other private vehicles will not be allowed to enter the security perimeter once it is in place. Refer to the [Campus Plan](#) for drop-off points.

Public transportation: Please consider making use of METRO (www.wmata.com). The closest Metro stations to Bank/Fund headquarters buildings are Farragut West (Orange/Blue/Silver Line), Foggy Bottom (Orange/Blue/Silver Line), and Farragut North (Red Line).

- Stations Open: 5 am, Monday through Friday and 7 am, Saturday/Sunday and holidays.
- Stations Close: 11:30 pm, Monday through Thursday, 1 am Friday and Saturday, and 11 pm on Sunday.

Alternative transportation: Additional options include bikeshares and ride-hailing or shared ride services such as Uber, Lyft, and Via.

Wi-Fi

Complimentary Wi-Fi is available through the Bank/Fund buildings on open guest networks, accessible without password.

Security

Security Perimeter

On **Friday, October 18**, and **Saturday, October 19**, a full security perimeter will be in place around the Bank MC and Fund HQ1 and HQ2 buildings. Access will be limited to those carrying a Annual Meetings badge or a Bank/Fund staff photo ID. Refer to the [Campus Plan](#) for entry points.

There will be an increased police presence in the immediate vicinity of Bank/Fund headquarters; security personnel and law enforcement will closely monitor the security environment to issue updated information as necessary. In the event of an emergency, follow the instructions of security personnel and law enforcement.

What to do in an Emergency

BUILDING EVACUATION

When: Fire, smoke, or a hazardous condition is detected in the building.

Response: Leave the building by the nearest evacuation stairwell. Do not use elevators. If you are mobility-impaired and cannot evacuate, call the emergency number listed on the [Contacts page](#), or seek assistance using one of the emergency phones located in the stairwells/floors of Bank and Fund buildings.

You will be notified by: Building evacuation signals (steady tone) and hallway strobe lights (flashing); public address announcements; messages on monitors in the public areas; security personnel or law enforcement and emergency response personnel.

If you see or smell smoke, do not wait for a public announcement. Please leave the building immediately by the nearest evacuation stairwell. Follow the ceiling-mounted EXIT signs to the evacuation stairs.

Evacuation stairs also are identified on wall-mounted maps at the elevator landings on all floors.

REMAIN IN BUILDING ("Shelter-in-Place")

In many situations, remaining indoors will be the most sensible response should an emergency occur.

When: A threat or dangerous condition outside the building is identified.

Response: Stay indoors until notified that it is safe to exit the building.

You will be notified by: Public address announcements; messages on monitors in the public areas; security personnel.

During a Shelter-in-Place you are requested to: Remain in the building. Move away from street-facing offices to interior corridors and meeting rooms; listen for updates on the situation through public address announcements; be aware that the building air-handling systems may be turned off and elevators may be recalled to ground level. These are standard procedures to prevent potential contaminants from entering the building.

BUILDING CLOSURE

Should it be necessary to close a building, announcements will be made on the public-address system and messages will appear on monitors in public areas.

Contacts

EMERGENCIES

Dial 911 for police/fire/medical emergencies

For emergencies in HQ buildings:

- Bank: (202) 458-8888 (Extension: 88888)
- Fund: (202) 623-9911 (Extension: 39991)

CONTACT SECURITY

- Lost badges | Bank: (202) 458-4486 / Fund: (202) 458-4489
- Lost and Found | Bank: (202) 458-4486 / Fund: (202) 623-6740
- Alert/Information Line | Bank: (202) 458-7669 / Fund: (202) 623-9999
- General Security Information | Bank: (202) 473-3333 / Fund: (202) 623-6740

TELEPHONE INFORMATION

For telephone assistance, an operator is available Monday through Friday, 7:00 am to 5:00 pm.

- Bank Operator: (202) 473-1000
- Fund Operator: (202) 623-7000

CONFERENCE PLANNING OFFICES

- Bank Corporate Secretariat Conferences Office (SECCO): (202) 473-7272
- Fund Secretary's Department Institutional Events (SECIE): (202) 623-0648

BUSINESS CENTERS

- Bank: ambusinesscenters@worldbank.org, (202) 522-8299
- Fund: EBC@Fund.org, (202) 623-0678

MEDICAL CLINIC: (202) 458-4494

ONLINE RESOURCES

[AMWeb, the World Bank Meetings website](#)

[World Bank Website](#)

[Development Committee](#)

[World Bank Live](#)

[World Bank Flickr Photo Collection](#)

[IMF Website](#)

[Joint Annual Meetings Website](#)



Campus Plan



SECURITY PERIMETER/CREDENTIALS CHECK

- A security perimeter around the Bank/Fund buildings will be in place during the Meetings.
- Private cars are not permitted to enter the security perimeter.
- Participants will be asked to display official Meetings photo identification badges or Bank/Fund staff badges to enter the perimeter checkpoints.

2019 Annual Meetings Program of Events

Visit worldbank.org/meetings
for full schedule details in September



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