



SPRING MEETINGS

2019 | WASHINGTON DC

WORLD BANK GROUP
INTERNATIONAL MONETARY FUND

PARTICIPANTS HANDBOOK

WELCOME

WELCOME to the 2019 Spring Meetings of the World Bank Group and the International Monetary Fund. We are pleased to provide this Participants Handbook as a guide to meetings' venues, logistics, services, and security.

CHECKLIST: Useful tips to make the most of your week

- ✓ **Stay Updated.** To obtain the most current information, visit the Spring Meetings websites, [AMWeb](#) and [IMFConnect](#), optimized for mobile devices.
- ✓ **Network.** The websites have a Participants List by category.
- ✓ **Refer to venue maps** to help navigate between meetings. The websites link event sessions to maps showing their location within each building on campus.
- ✓ **Take part in additional events** planned throughout the week. Whether it's a cultural performance, art exhibition, or interactive event, there are a host of activities offered. Refer to the digital signage displays in every building for details on what's happening each day.
- ✓ **Plan ahead.** Security screening lines move quickly but please allow extra time for this process when planning to attend a scheduled meeting.
- ✓ **Continue the conversation.** Follow [@worldbank](#) and [@imfnews](#) on our social media channels.

We hope your time at the 2019 Spring Meetings is pleasant and productive.

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For More Information

Bank Spring Meetings Website (AMWeb)

amweb.worldbank.org

Bank Conferences Office - General Inquiries

seccoffice@worldbank.org

World Bank Group - External Website

www.worldbank.org

Fund Spring Meetings Website (IMFConnect)

www.imfconnect.org

Fund Institutional Events - General Inquiries

secministerialmeetings@imf.org

International Monetary Fund - External Website

www.imf.org

Spring Meetings Joint Website

www.bankfundmeetings.org

Spring Meetings and Related Events

The 2019 Spring Meetings of the World Bank Group (Bank) International Monetary Fund (Fund) will be convened in Washington, DC, from April 12 to April 14. Additional events and meetings will be held throughout the week in and around the Bank and Fund buildings. Refer to the [Campus Plan](#) for venue locations.

For current information on the schedule of Spring Meetings events and seminars, please refer to the Spring Meetings websites, [AMWeb](#) and [IMFConnect](#), and the digital signage located throughout the buildings.

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

Monday April 8	Tuesday April 9	Wednesday April 10	Thursday April 11	Friday April 12	Saturday April 13	Sunday April 14
<p>Program of Events - Open to All Participants</p> <p>This program constitutes events taking place from Monday through Sunday focused on key institutional priority topics. The broad theme will be Building Resilience and Creating Opportunity in a Complex World and sessions will be focused around critically important issues related to challenges to economic growth; investing in human capital; and building resilience.</p>						
<div style="display: flex; justify-content: space-between;"> <div style="width: 30%; border: 1px solid #ccc; border-radius: 50%; padding: 20px; text-align: center;"> <p>Full Schedule Online at AMWeb and IMFConnect</p> </div> <div style="width: 65%;"> <div style="background-color: #4CAF50; color: white; padding: 10px; border-radius: 10px; 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 the 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. Click here to learn more.</p> </div> <div style="display: flex; flex-direction: column; align-items: flex-end;"> <div style="background-color: #2196F3; color: white; padding: 10px; border-radius: 10px; width: 150px; margin-bottom: 10px;"> <p>IMFC Plenary</p> <p>Time: 10:00 am - 12:30 pm IMF HQ2 Hall 1 <i>By invitation only</i></p> </div> <div style="background-color: #FF9800; color: white; padding: 10px; border-radius: 10px; width: 150px; margin-bottom: 10px;"> <p>Development Committee Lunch</p> <p>Time: 12:15 - 2:15 pm Bank MC 13-121 <i>By invitation only</i></p> </div> <div style="background-color: #2196F3; color: white; padding: 10px; border-radius: 10px; width: 150px;"> <p>IMFC Opening Session</p> <p>Time: 2:30 - 4:00 pm IMF HQ2 Hall 1 <i>By invitation only</i></p> </div> </div> <div style="background-color: #FF9800; color: white; padding: 10px; border-radius: 10px; width: 150px; margin-left: 10px;"> <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>						

Venues and Services

World Bank Group Buildings

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

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

C Building – 1225 Connecticut Ave., NW

- Coffee bar (Level 2)
- Cafeteria (Level 2)

F Building – 2121 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)



Detailed venue maps on [AMWeb](#) and [IMFConnect](#)

Fund 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 3-12)
- Café (Level 2)
- Civil Society Lounge (Level 3)
- Interpreters' Lounge (Level 11)
- Information (Level 1)
- IMF Connect (Level 2)
- Media Partners Publications (Level 2)
- Press Center (Level 2)

Venues and Services

Badges and Access

Spring Meetings badges will allow participants to access buildings from Monday, April 8 through close of business on Sunday, April 14. For delegates only, Spring Meetings badges will allow access through Friday, April 19.

All individuals must display their Spring Meetings photo identification badges or Bank/Fund staff badges for access inside the security perimeter and entry 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 April 8 to April 14, all visitors, including Spring 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. These screening lines move quickly, however 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 April 14 must comply with Bank/Fund visitor procedures.

Bank Visitor Center

The World Bank Group Visitor Center continues to engage and inform guests on our mission, goals and achievements as the public face of the institution. 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 is open from Monday to Friday, from 10 am to 5:30 pm, with special Spring Meetings participant access through the J building main entrance on Saturday, April 13. Visit today to 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!

[World Bank Live](#) and [IMFConnect](#) are the digital platforms for live-streaming and engaging with global audiences. They will broadcast all seminars and several side-events during the Spring Meetings.

Services

Business Lounges

There are two business lounge locations for use by participants, available from April 8 through April 14, 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, for participants that require a temporary workspace (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 are 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

Food and Beverage

Venue			Monday - Friday	Saturday	Sunday
World Bank Group	MC Atrium Coffee Bar (Level 2)	Coffee/Tea & Light Fare	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	11:30 am – 2:30 pm	11:30 am – 3:00 pm	11:30 am – 2:00 pm
	MC Cafeteria (Level C1)	Breakfast & Lunch	7:30 am – 2:30 pm	Closed	Closed
	MC Cafe Nation (Level C1)	Coffee/Tea & Light Fare	9:00 am – 6:30 pm	Closed	Closed
	J Building Windows Café (Level B1)	Breakfast & Lunch	7:30 am – 2:30 pm	Closed	Closed
	I Building Cafeteria (Level 1)	Breakfast & Lunch	7:30 am – 2:30 pm	Closed	Closed
	I Building Café (Level 2)	Coffee/Tea & Light Fare	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
	HQ1 Bistro (Level 2)	Coffee/Tea & Light Fare	7:30 am – 5:00 pm	7:30 am – 5:00 pm	7:30 am – 4:00 pm
	HQ2 Café (Level 2)	Breakfast & Lunch	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 – 5:00 pm	7:30 am – 5:00 pm	7:30 am – 4:00 pm

Hotels

A [map](#) of official Spring 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.

Lost and Found

For items lost in Bank buildings, please see the MC Building Information Desk. For items lost in Fund buildings, call (202) 623-6740. For other Lost and Found contact numbers, please see the [Contacts](#) page.

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, April 12), the Health Clinic will be available, as needed, on Saturday, April 13 and Sunday, April 14. Participants who have medicines requiring refrigeration may use the Health Clinic for this purpose.

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](#).

Networking Lounge

Meetings participants have access to a Networking Lounge, located on Level 1 of IMF HQ1 (Room 713). Open Monday, April 8, through Saturday, April 14, from 9:00 am until 5:00 pm, the Networking Lounge provides a comfortable setting to have coffee and conduct informal business with colleagues. A receptionist will be available in the Lounge to answer questions, print documents, and offer directions.

Press Center

The joint Press Center is 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.

Transportation

Shuttles will be available to accommodate meetings held in the World Bank Group C and F buildings. The schedule of shuttle service during the week of April 8 – April 12 can be found at the Information desk in the Bank's MC building. The shuttle schedule for Saturday and Sunday will be determined by the event schedule.

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.

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 Capital Bikeshare and ride-hailing services such as Uber and Lyft.

Wi-Fi

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

Visit the Meetings Websites

Visit [AMWeb](#) and [IMFConnect](#) for:

- Up-to-date Schedule
- Speaker details
- Venue maps

Security

Security Perimeter

On **Friday, April 12**, and **Saturday, April 13**, a **full security perimeter** will be in place around the Bank MC Building and Fund complex. Access will be limited to persons carrying a Spring Meetings badge or a Bank/Fund 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 and security personnel and law enforcement officials will closely monitor the security environment to issue updated information as necessary. In the event of an emergency, please follow the instructions of security personnel and law enforcement officials.

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](#)

[IMFConnect, the IMF Spring Meetings Website](#)

[Joint Spring 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.

WELCOME TO THE 2019 SPRING MEETINGS

A week of events focused on
**Building Resilience and Creating
Opportunity in a Complex World**

Watch the Events Live



live.worldbank.org

Follow the Conversation
#WBGMeetings



Get full schedule details on
worldbank.org/meetings

