



## Participant Guide

### WELCOME

The core days of the 2024 Spring Meetings of the World Bank Group (WBG) and the International Monetary Fund (IMF) will be from April 17 to 19, with ancillary meetings taking place Monday, April 15 through Saturday, April 20.

### GENERAL CONTACTS

#### EMERGENCIES

For emergencies outside Bank/Fund buildings, dial 911 for police/fire/medical

For emergencies in Bank/Fund buildings  
WBG: +1-202-458-8888  
IMF: +1-202-623-9911

#### CONTACT SECURITY

General Security/Lost & Found  
WBG: +1-202-473-3333  
IMF: +1-202-623-6740

Alert/Information Line  
WBG: +1-202-458-7669  
IMF: +1-202-623-9999

#### MEDICAL

For non-emergent medical needs, contact the on-site Medstar clinic at +1-202-842-1500 during office hours (Monday – Friday, 8:30 am – 4:30 pm)

#### ONLINE RESOURCES

[AMWeb](#) – Spring Meetings Website  
General Inquiries | [seccoffice@worldbank.org](mailto:seccoffice@worldbank.org)  
World Bank Group [Corporate Website](#)

#### CONFERENCE PLANNING OFFICES

Bank Corporate Secretariat Conferences Office: +1-202-473-7272  
Fund Secretary's Department Institutional Events: +1-202-623-0648

### SCHEDULE

The full schedule of the Spring Meetings and related events is available on [AMWeb](#). The public events will be streamed and registration is not required to view the event streams. Viewing links for events will be posted on the [schedule](#), if available.

### REGISTRATION AND BADGES

All participants must be accredited in advance of the Meetings.

Spring Meetings badges will allow access to World Bank MC, J, I, and F and IMF HQ1 and HQ2 buildings from Monday, April 15 through Saturday, April 20. The tunnel between MC and IMF HQ1 will be available for Bank/Fund/ED staff and Spring Meetings badge holders to move between the buildings. All individuals must display their Spring Meetings badges or Bank/Fund staff badges for access inside the security perimeter and into Bank/Fund buildings. It is not advisable, however, to wear identification badges in public outside the perimeter, especially if there are demonstrators nearby.

- **Delegate** badges will allow building access through Friday, April 26.
- **Press** badges grant access to the 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 20 must comply with World Bank/IMF procedures for a visitors pass.

All Spring Meetings badge holders will be subject to magnetometer and x-ray screening before entering Bank/Fund facilities. Screening lines move quickly, but individuals should allow extra time for this process to arrive on time for a scheduled meeting.

### Registration desk and badges pick-up

Registrants must present their Confirmation Letter PDF and a photo ID at the registration desks, located in the Bank's "i" building (1850 I Street NW). **Registration will be open on Sunday, April 14, from 12:00 noon – 5:00 PM, and from Monday, April 15 through Saturday, April 20, from 8:00 AM – 5:00 PM** (hours subject to change). Badges will allow entry into the campus beginning on Monday, April 15.

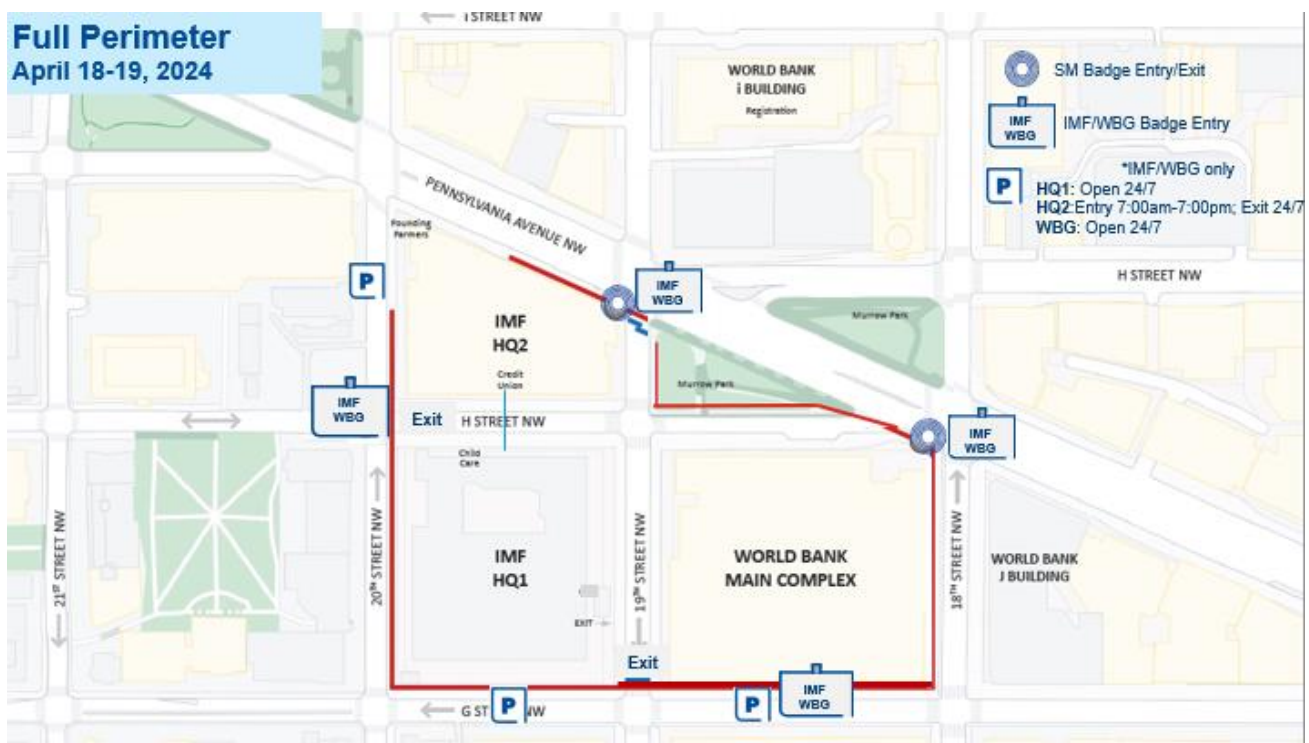
## SECURITY

During the week of the Meetings, there will be an increased police presence around Bank/Fund headquarters buildings and building entrances will be designated for specific categories to facilitate badge checks and screening. Please make note of the following:

- **Bank/Fund staff ID holders may use any of the WBG/IMF entrances;**
- WBG MC South (G Street) and West (19<sup>th</sup> Street), IMF HQ2 19<sup>th</sup> Street, and HQ2 Credit Union Entrances: For Bank, Fund, and ED staff only;
- WBG MC North (H Street) and East (18<sup>th</sup> Street) Entrances: Spring Meetings badge holder screening;
- IMF HQ2 Visitor's Center: Press screening only;
- IMF HQ1 Visitor's Center: Visitor screening;
- IMF HQ1 19th Street entrance: Spring Meetings badge holder screening;
- IMF HQ2 Pennsylvania Avenue entrance: Spring Meetings badge holder and Visitor screening;
- WBG MC to IMFHQ1 tunnel and IMF HQ1/HQ2 tunnel: Bank, Fund, and ED staff, Spring Meetings badge holders, and Visitors may pass without screening.

A security perimeter will be in place around the World Bank MC building and IMF HQ 1 & 2 buildings from Wednesday evening, April 17, through Friday evening, April 19 (times subject to change).

Perimeter **entry points** and **exit points** are noted on the map below.



During the time the Security Perimeter is in place:

- Access will be limited to those carrying a Spring Meetings badge or a Bank/Fund staff ID.
- Spring Meetings badge holders entering the security perimeter will be subject to magnetometer/x-ray screening – **please allow extra time for this process.** (Bank/Fund and ED staff will be permitted to bypass screening only by showing their Bank or Fund hard ID badge.)
- Visitor passes will not be issued for the IMF, MC and J buildings. Any planned in-person meetings during this time must include only Spring Meetings participants or staff.
- Delegation cars or other private vehicles will not be allowed to enter; only law enforcement vehicles or police-escorted motorcades will be allowed into the perimeter. Delegation cars may drop off at perimeter entry points.

### Security Tips

- In an emergency, the buildings may be evacuated, or you may be told to remain indoors until the situation has been resolved. In either instance, you will be notified by public address announcement, messages on digital signage/video monitors, and by Security personnel.
- Visibly display Spring Meetings badge at all times within the security perimeter. Keep badge in a secure place when outside the security perimeter. Immediately report the loss of a badge to Security.
- Do not leave personal items unattended.
- Avoid areas where crowds are congregating. If entry into the buildings is impeded by demonstrators, request assistance from police or security; do not engage in conversations or debates.

### What to do in an Emergency

#### Building Evacuation

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

- 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 your badge, or use one of the emergency phones located in the stairwells/floors of Bank/Fund buildings.

If you see or smell smoke, do not wait for a public announcement.

- 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.

- Stay indoors until notified that it is safe to exit the building.
- Move away from street-facing offices to interior corridors and meeting rooms; listen for updates 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.

#### Building Closure

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

## CAMPUS MAP AND VENUE INFORMATION

Spring Meetings badges will provide access to the WBG MC, J, I, and F buildings and IMF HQ1 and HQ2 buildings. The Bank and Fund buildings will only be open to Bank/Fund staff and Spring Meetings badge holders.

### Accessibility

The World Bank Group and IMF are committed to providing access to events and supporting participants with disabilities. Questions about accessibility can be directed to [meetingsregistration@worldbank.org](mailto:meetingsregistration@worldbank.org) or [workplaceaccomm@imf.org](mailto:workplaceaccomm@imf.org).

## Getting Around the Bank MC building

- Bank buildings are ADA accessible; exterior doors and conference areas have push-button openers.
- Elevators serve all areas of the building. MC building elevators have braille labels; the SE and SW elevators use vocal prompts.
- Bank buildings are equipped with restrooms and water fountains that are wheelchair accessible.
- Wheelchairs or motorized scooters can be rented; arrangements should be made directly with the provider.
- Individuals requiring mobility assistance should contact WBG security upon arrival, +1-202-458-8888.

## Getting Around the IMF buildings

- IMF HQ buildings are accessible; exterior doors and restrooms have push-button openers.
- IMF HQ buildings are equipped with restrooms and water fountains that are wheelchair accessible.
- Individuals requiring mobility assistance should contact IMF Security upon arrival, +1-202-623-6740.



### WBG Buildings

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

- Spring Meetings Store (Lobby, Level 1)
- ATM (Lobby & Level C1)
- Atrium Coffee Bar (Level 2)
- Banking Services (Level C2)
- Business Center Conference Rooms (Levels 2-11)
- Business Lounge (Lobby, Level 1)
- Café Nation (Level C1)
- Cafeteria/ Global Hall (Level C1)
- Executive Dining Room (Level C1)
- Information Desk (Lobby, Level 1)
- Knowledge Cafe (Lobby, Level 1)
- Medstar Clinic (Level C2)
- Thailand 2026 Booth (Level C1)
- World Bank Publications (Lobby, Level 1)

#### F Building – 2121 Pennsylvania Avenue, NW

- ATM (Pennsylvania Avenue and L Street Lobbies)
- Cafeteria (Level K)
- Café (Level 1)

#### J Building - 701 18th Street, NW

- Business Center Conference Rooms (Levels 2-11)
- Business Lounge (Lobby, Level 1)
- Cafeteria (Level 1)

#### I Building – 1850 I Street, NW

- Registration (Level 1)
- CSO Forum (Level 2)
- Café (Level 2)
- Cafeteria (Level 1)

### IMF Buildings

#### IMF HQ 1 - 700 19th Street, NW

- ATM (Level 1)
- Business Center Conference Rooms (Levels Red-10)
- Cafe (Level 2)
- IMF Today Studio (Level 1, Atrium)
- Green Space (Level 1, Atrium)
- Exhibits (Level 1-2)
- Fund Publications (Gallery, Red Level)
- Gift Shop (Level 1, Lobby)
- ICD Booth (Level 1, Atrium)
- Information (Level 1, Lobby)
- Networking Lounge (Level 1, Atrium and Plaza, Gallery, Red Level)

#### IMF HQ 2 - 1900 Pennsylvania Avenue, NW

- ATM (Level 1)
- Banking Services (Level 1)
- Bistro (Level 2)
- Business Center (Level 3)
- Business Center Conference rooms (Levels 3-12)
- Cafe (Level 2)
- CSO Lounge (Level 3)
- Exhibit (Levels 1-2)
- Gift Shop (Level 1, Atrium)
- Information (Level 1)
- Press Center (Level 2)
- Thailand 2026 Booth (Level 1, Atrium)

# SERVICES

## [Bilateral Meetings/Business Center Conference Rooms](#)

**WBG:** Business Center Conference rooms will be located in the Bank's MC and J buildings. These rooms are subject to availability and can be reserved in 30-minute windows of up to two hours. Reservations can be made through the [Meeting Request Form](#).

**IMF:** Rooms will be assigned based on availability according to room capacity and meeting needs. For bilateral meeting with simultaneous interpretation, rooms can be reserved for up to two hours. Allocation is based on both room and interpreter availability. Bilateral meeting requests should be placed on the [Event Management System](#).

## [Business/Networking Lounges](#)

There will be Business Networking Lounges to provide spaces for small impromptu meetings in the WBG MC and J building front lobbies and IMF HQ1 building (Atrium and Plaza) and HQ2 3rd floor.

- The World Bank will have two business lounge locations (in the lobbies of the MC and J buildings) with lounge and table seating for informal meetings or to work between meetings. The Lounges will be available from Monday, April 15 through Saturday, April 20, 8:00 am to 6:00 pm daily. The MC Business Lounge will be equipped with a pair of guest computers with local printers, a copier, and international power strips to charge devices.
- The HQ1 Delegates Lounge is unattended and will have printing and working stations with power outlets.
- The HQ2 Delegates Lounge (co-located with the Business Center) will be staffed from 8:00 am to 6:00 pm, Monday, April 15 through Saturday, April 20.

## [Gift Shop](#)

**WBG:** World Bank Group souvenirs, logoed items, and sundries are available in the Spring Meetings Store in the MC lobby and at Café Nation located in the MC building on level C1. **Spring Meetings Store hours are** 10:00 am – 5:00 pm (Tuesday to Friday) and 10:00 am – 4:00 pm (Saturday). Café Nation hours are 9:00 am – 5:30 pm (Monday to Friday) and 7:30 am – 3:00 pm (Saturday).

**IMF:** IMF branded products can be found on the official [Souvenirs link](#). To purchase any of the items available, please visit the IMF Gift counter in the Lobby area of HQ1 or send an email with your request to [secsouvenirs@imf.org](mailto:secsouvenirs@imf.org). Hours will be 10:00 am – 5:00 pm (Tuesday to Friday) and 10:00 am – 4:00 pm (Saturday).

## [Information Desks](#)

**WBG:** The information desk in the MC lobby will be open from Monday, April 15, through Saturday, April 20. An information desk will also be located in the I building, near the Registration area. Information Assistants may be reached by sending an email to [SECCOffice@worldbank.org](mailto:SECCOffice@worldbank.org).

**IMF:** IMF information desks, located in HQ1 and HQ2, will be open from Monday, April 15, through Saturday, April 20, 8:00 am – 4:30 pm. For assistance, contact [Secministerialmeetings@imf.org](mailto:Secministerialmeetings@imf.org)

## [Official Documents](#)

**WBG:** Documents and statements related to the Development Committee will be distributed through the DC Secretariat. Publicly available Development Committee documents will be posted on the [DC website](#).

**IMF:** All official documents and members' statements will be published on [IMF Connect](#), including the IMF Flagship Publications and documents, and statements for the IMFC.

## [Publications](#)

**WBG:** The [Spring Meetings Bookstore](#) in the MC lobby will be open from Tuesday, April 16 to Saturday, April 19, offering a selection of World Bank and IMF publications for purchase. All Bank publications are available for free download from the [Open Knowledge Repository](#). Stay informed about the latest titles by exploring the [SM2024 catalog](#). Hours for the publication counter will be 9:30 am – 5:00 pm (Tuesday to Friday) and 9:30 am – 3:00 pm (Saturday).



**IMF:** The IMF Publications Program will have a display in the HQ1 Red level Tunnel and at the information counter in HQ1- Atrium from Monday, April 15, through Friday, April 19.

**Wi-Fi Access**

Complimentary Wi-Fi Access will be available in all venues during the week of the Meetings and no passcode is required. In the Bank Buildings, the Wi-Fi network is **AMGuest**.

**Food & Beverage**



## DINING & DRINK

Operating Hours | April 15<sup>th</sup> - 21<sup>st</sup>, 2024

<b>MC BUILDING</b>	
CAFETERIA (C1 LEVEL)	7:30 am - 2:30 pm   Mon - Fri CLOSED   Sat & Sun
CAFÉNATION (C1 LEVEL)	8 am - 5:30 pm   Mon - Fri 7:30 am - 3 pm   Sat CLOSED   Sun
ATRIUM COFFEE BAR (2 <sup>nd</sup> FLOOR)	7:30 am - 4 pm   Mon - Fri CLOSED   Sat & Sun
MAIN DINING ROOM (C1 LEVEL)	11:30 am - 3 pm   Mon - Fri CLOSED   Sat & Sun
SOUVENIR SHOP (MC LOBBY)	10 am - 5 pm   Mon - Fri 10 am - 4 pm   Sat CLOSED   Sun
<b>J BUILDING</b>	
COFFEE BAR CAFETERIA	7:30 am - 5 pm   Mon - Fri 7:30 am - 2:30 pm   Mon - Fri
<b>I BUILDING</b>	
COFFEE BAR CAFETERIA	7:30 am - 5 pm   Mon - Fri 7:30 am - 2:30 pm   Mon - Fri
<b>IFC BUILDING</b>	
COFFEE BAR CAFETERIA	7:30 am - 5 pm   Mon - Fri 7:30 am - 2:30 pm   Mon - Fri
<b>C BUILDING</b>	
COFFEE BAR CAFETERIA	7:30 am - 5 pm   Mon - Fri 7:30 am - 2:30 pm   Mon - Fri

For menus and more information, please visit WBG intranet <http://food/>






### WHERE TO EAT

**HQ1 BISTRO**

Located within the 2nd Floor Cafe  
Espresso Bar with Breakfast Offerings, Take Out Salads and Sandwiches, Snack Offerings, Beer, and Wine

**MONDAY, APRIL 15**  
8:00 AM-5:00 PM

**TUESDAY, APRIL 16-FRIDAY, APRIL 19**  
7:30 AM-5:00 PM

**SATURDAY, APRIL 20**  
7:30 AM-3:30 PM

**HQ1 CAFÉ**

**2nd Floor**  
Cafeteria Full Lunch Offerings

**MONDAY, APRIL 15-SATURDAY, APRIL 20**  
11:30 AM-2:30 PM

**HQ2 BISTRO**

**2nd Floor**  
Espresso Bar with Breakfast Offerings, Take Out Salads and Sandwiches, Snack Offerings, Beer, and Wine

**MONDAY, APRIL 15**  
8:00 AM-5:00 PM

**TUESDAY, APRIL 16-FRIDAY, APRIL 19**  
6:30 AM-5:00 PM

**SATURDAY, APRIL 20**  
6:30 AM-2:30 PM

**HQ2 CAFÉ**

**2nd Floor**  
Cafeteria Limited Lunch Offerings

**MONDAY, APRIL 15-FRIDAY, APRIL 19**  
11:30 AM-2:30 PM

## TRANSPORTATION

Participants are advised to arrange for their own transportation between the airports, hotels, and the Meetings Campus. From Monday April 15, through Friday, April 19, Spring Meetings participants may use the IFC (F building) shuttle, if needed. The shuttle will run between the IFC and the MC building from 8:00 am to 6:00 pm daily, on a 30-minute loop.

Parking will not be available in Bank/Fund buildings for delegations. Alternative arrangements should be made at public garages or use available street parking.

The use of public transportation and ride/bike shares is encouraged.

- [Metro](#)
- [DC Circulator Bus](#)
- [Capital Bikeshare](#)
- [Uber](#) and [Lyft](#)

## GREEN MEETINGS

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



- Blue Recycling– Recyclables such as bottles, cans, and plastics
- Green Recycling– Paper, including water boxes and cardboard
- 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. Please [watch this short video](#) on how you can help!

## HEALTH AND SAFETY PROTOCOL

Spring Meetings participants should follow prevailing health and safety guidance. Participants feeling unwell should not come to the Meetings Venues.

Health and medical service will be provided by the MedStar Health Clinic, located in the Bank MC Building, Level C2. In addition to the normal weekday operations, from 8:30 a.m. until 4:30 p.m., the Health Clinic will be available, as needed, on Saturday, April 20. Participants who have medicines requiring refrigeration may use the facilities in the Health Clinic for this purpose. For non-emergent medical needs, contact the on-site Medstar clinic at +1-202-842-1500 during office hours.

Emergency ambulance service can be requested by dialing 88888 from within any WBG building and 39911 from within any IMF building. For emergencies outside the IMF/WBG buildings, dial 911.