



## **CIF Trust Fund Committee and Sub-Committee Meetings**

Washington, D.C. (Hybrid)

**Monday, November 6, 2023 – Friday, November 10, 2023**

**NOTE ON LOGISTICS**

## Table of Contents

1.	Venue and Room.....	1
2.	Schedule of events.....	1
3.	Pre-Registration .....	1
4.	On-Site Registration.....	2
5.	Building Passes / Security clearance .....	2
6.	Visa Requirements .....	2
7.	Hotel Information .....	2
8.	Food and hospitality provided at the Meetings.....	3
9.	Medical Insurance.....	3
10.	Virtual Participation .....	3
10.1.	Virtual Participation Instructions .....	4
10.2.	Virtual Interaction with the room during the meetings.....	5
11.	Transportation .....	5
12.	Dress code / Weather .....	5
13.	CIF Contacts .....	5
14.	MAP of the World Bank Buildings.....	6

## 1. Venue and Room

### **November 6<sup>th</sup> – November 10<sup>th</sup>, 2023:**

World Bank Main Complex (MC) Building

1818 H Street, N.W., Washington, D.C. 20433

Consultation location: MC C2 Conference Center rooms (C2 floor)

Meeting location: MC 2-800 (2nd floor)

Access to the MC building will be through the main entrance of the building located on 1818 H St. NW

## 2. Schedule of events

<b>Date</b>	<b>Meeting and Time</b>
<b>Monday, November 6</b>	<b>Pre-Meeting Consultations</b> Morning: - Members - Observers Afternoon: - MDBs and Members
<b>Tuesday, November 7</b>	<b>Executive Session on CEO Interview and Selection</b> 8:30 am – 12:00 pm  <b>Joint Meeting of the CTF and SCF Trust Fund Committees</b> 1:45 pm – 6:15 pm  <b>Reception</b> 6:15 pm – 8:15 pm
<b>Wednesday, November 8</b>	<b>Meeting of the CTF Trust Fund Committee</b> 8:00 am – 4:45 pm
<b>Thursday, November 9</b>	<b>Meeting of the GCAP Sub-Committee</b> 9:00 am – 4:45 pm
<b>Friday, November 10</b>	<b>REI Learning Event</b> 10:00 am – 12:00 pm

## 3. Pre-Registration

All participants must register online using this registration [link](#).

Kindly note that the information collected in this form will be used for the records of the CIF Trust Fund Committee Meetings. By clicking the registration link provided, you are consenting to your information being managed as per the [World Bank Group Data Privacy Policy](#).

#### 4. On-Site Registration

Monday, November 6 - Thursday, November 9, 2023

Starting time: 8:00 a.m.

Location: The World Bank's MC Building (main entrance)

#### 5. Building Passes / Security clearance

For external participants, a photo Identification card or passport will be required to clear security and obtain badges.

#### 6. Visa Requirements

To determine whether or not you will require a Visa to enter the United States, please see the US Department of State Website for Visas at the following site:

<http://www.usembassy.gov>. **Please note that it can take up to four weeks to obtain a US Visa.**

A transit visa may be required when connecting/transiting through certain countries. Please review your flight itinerary to ensure that needed transit visas have been obtained. Note: the issuance of a transit visa may take up to 10 business days.

Although no longer a requirement, please always carry your Covid-19 vaccine cards in case the U.S. customs agent requests it upon your arrival to the country. The [CDC website](#) is a good source of formal reference.

#### 7. Hotel Information

Hotels located close to the MC Building of the World Bank (within walking distance) are listed below.

Note: this is a very busy period for hotel accommodation; therefore, we suggest that you make your hotel reservation as soon as possible.

<a href="#">State Plaza Hotel</a> 2117 E Street N.W. Washington, DC 20037 Tel: (202) 861 8200	<a href="#">Club Quarters Washington</a> 839 17th Street N.W. Washington, DC 20006 Tel: (202) 463-6400
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<p><b><u>Hotel Lombardy</u></b>  2019 Pennsylvania Ave N.W.  Washington, DC 20006  Tel: (202) 828-2600</p>	<p><b><u>Washington One Circle</u></b>  1 Washington Circle, N.W.  Washington, DC 20037  Tel: (202) 872-1680</p>
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## 8. Food and hospitality provided at the Meetings

A breakfast and lunch buffet with vegetarian options, along with a coffee and tea service will be provided every day for participants to the meetings. Most hotels in the area also offer a complimentary breakfast with their room rates.

A cocktail style reception will be offered to all participants on Tuesday, November 7<sup>th</sup>, at 6:00 pm.

Participants are also welcomed to procure their own food during the lunch break if they prefer.

## 9. Medical Insurance

The World Bank Group does not provide insurance to visitors, seminar participants, or presenters. Any traveler without international medical insurance, particularly those coming into the USA, should be cautioned about the high cost of medical care in the U.S. and should also be advised that the World Bank Group will not be responsible for their medical expenses.

Individuals should review their insurance needs prior to travel. Travelers without insurance should purchase, at a minimum, travel medical coverage for urgent care. These policies may have exclusions and limitations, such as pre-existing health conditions and pregnancy.

## 10. Virtual Participation

The CIF Secretariat will arrange for participation via Zoom during the meetings. Please find below connection details of the different meetings.

Date	Meeting and Time	Join Using Zoom	Join Using Phone
<b>Monday, November 6</b>	<b>Pre-Meeting Consultations</b> Several meetings throughout the day	Separate connection details will be set up for each consultation.	
<b>Tuesday, November 7</b>	<b>Executive Session on CEO Selection</b> 8:30 am – 12:00 pm	<a href="#">Zoom Meeting</a> Meeting ID: 964 5274 5430 Passcode: CIFCeo117*	+13092053325 (USA) Find your local number <a href="#">here</a> . Meeting ID: 964 5274 5430 Passcode: 5023389471

<b>Tuesday, November 7</b>	<b>Joint Meeting of the CTF and SCF Trust Fund Committees</b> 1:45 am – 6:15 pm	<a href="#">Zoom Meeting</a> Meeting ID: 925 2679 6901 Passcode: Joint1123*	+13092053325 (USA) Find your local number <a href="#">here</a> . Meeting ID: 925 2679 6901 Passcode: 8745316988
<b>Wednesday, November 8</b>	<b>Meeting of the CTF Trust Fund Committee</b> 8:00 am – 4:45 pm	<a href="#">Zoom Meeting</a> Meeting ID: 924 1921 9876 Passcode: Ctf110823*	+13092053325 (USA) Find your local number <a href="#">here</a> . Meeting ID: 924 1921 9876 Passcode: 0341427212
<b>Thursday, November 9</b>	<b>Meeting of the GCAP Sub-Committee</b> 9:00 am – 4:45 pm	<a href="#">Zoom Meeting</a> Meeting ID: 967 3802 9440 Passcode: Gcap11623*	+13092053325 (USA) Find your local number <a href="#">here</a> . Meeting ID: 967 3802 9440 Passcode: 7662313994
<b>Friday, November 10</b>	<b>REI Learning Event</b> 10:00 am – 12:00 pm	<a href="#">Zoom Meeting</a> Meeting ID: 919 7285 1030 Passcode: Rei111023*	+13092053325 (USA) Find your local number <a href="#">here</a> . Meeting ID: 919 7285 1030 Passcode: 5624267090

### 10.1. Virtual Participation Instructions

- Interpretation services (English/French/Spanish) will be provided through the Zoom application during the meetings.
- To access the interpretation feature, please make sure that you are accessing Zoom from the application on your laptop and not through the web browser. A link to download the Zoom application is [here](#).
- Close captioning feature on zoom will be enabled during the meetings.
- Throughout the meeting, kindly have your mic on mute unless you are speaking.
- If you are connecting to Zoom through your phone (Android/IOS), you will need to use the latest version of the Zoom application.
- Connect to the meeting 15-30 minutes before the meeting starts to resolve any IT/connection issues you may encounter prior to the beginning of the meeting.
- Kindly send your cellphone number to [cif\\_governance\\_team@worldbankgroup.org](mailto:cif_governance_team@worldbankgroup.org), so that we can connect you directly if needed.

## 10.2. Virtual Interaction with the room during the meetings

- Participants using the Zoom Application, can send messages through the “Chat” icon to inform the CIF Secretariat that they would like to speak.
- Participants can also send either text or “WhatsApp” messages to notify the CIF Secretariat that they would like to speak. Please ensure that you send your telephone number to the CIF Governance Team before the meeting so that you are include in the “WhatsApp group”.

## 11. Transportation

It takes about 40 minutes to reach downtown from the Dulles International Airport (IAD), and about 15-20 minutes from the National Reagan Airport (DCA).

## 12. Dress code / Weather

Dress code is business casual. Please plan for comfortable walking shoes and a coat to enjoy the fall in Washington D.C. Please check this [website](#) to track the local weather conditions.

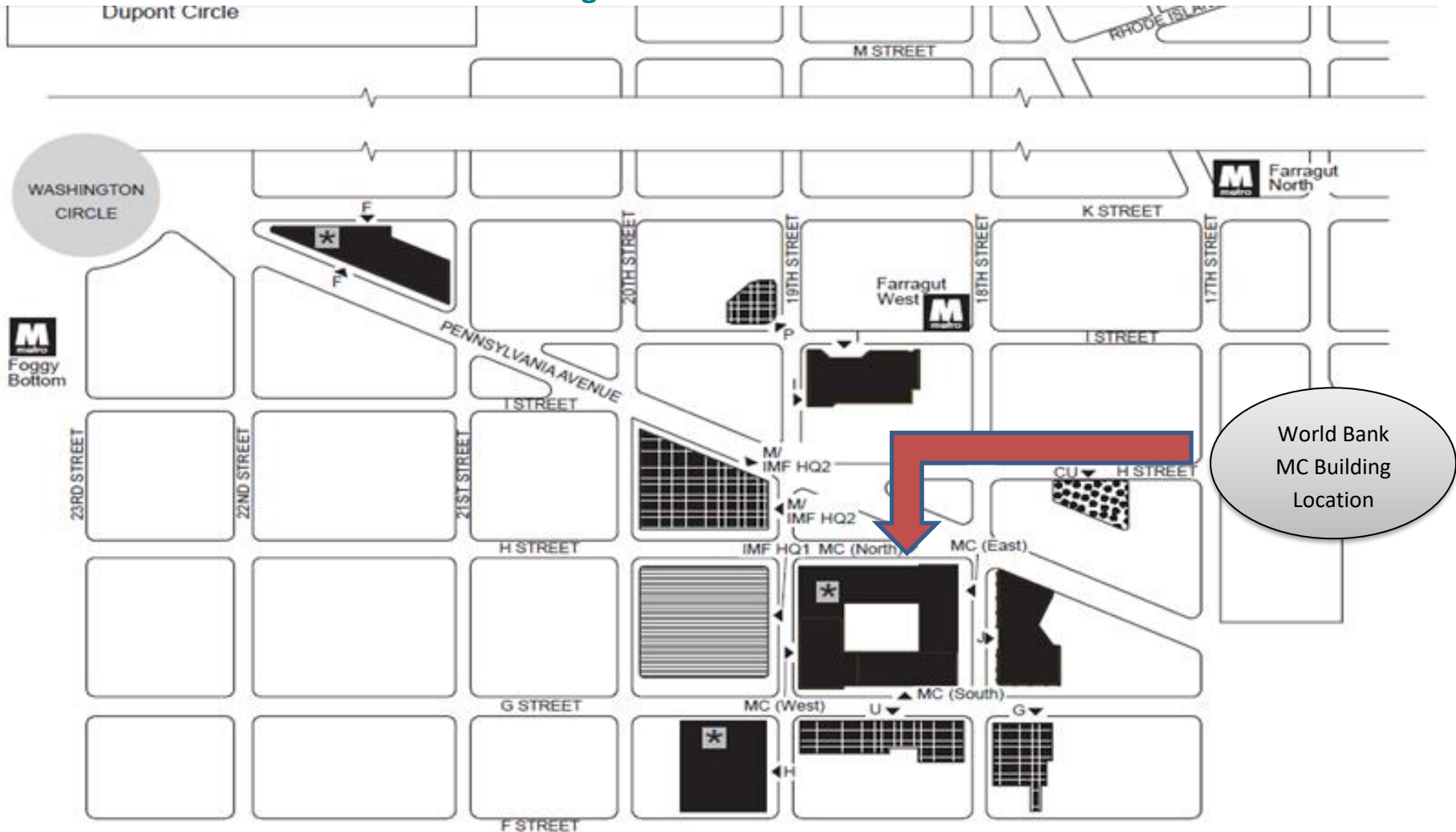
## 13. CIF Contacts

CIF Governance Team: [CIF\\_Governance\\_Team@worldbankgroup.org](mailto:CIF_Governance_Team@worldbankgroup.org)

Phones: +1 202 751-8263 (Irene Rubio) / +1 929 371-04269 (Juan Viera)

CIF Events: [cif\\_events@worldbank.org](mailto:cif_events@worldbank.org)

## 14. MAP of the World Bank Buildings



**HEADQUARTERS**  
1818 H Street, N.W.  
Washington, D.C. 20433, U.S.A.  
Telephone (202) 473-1000





## The Climate Investment Funds

The Climate Investment Funds (CIF) were established in 2008 to mobilize resources and trigger investments for low carbon, climate resilient development in select middle and low income countries. To date, 14 contributor countries have pledged funds to CIF that have been channeled for mitigation and adaptation interventions at an unprecedented scale in 72 recipient countries. The CIF is the largest active climate finance mechanism in the world.

### THE CLIMATE INVESTMENT FUNDS

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1818 H Street NW, Washington, D.C. 20433 USA

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