



ADMINISTRATIVE NOTE

3rd Disaster Risk Reduction Working Group Meeting

CHENNAI, 24th July to 26th July 2023



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1. INTRODUCTION





High Court Building

The Indian Presidency warmly welcomes you to the 3rd Disaster Risk Reduction Working Group Meeting of G20 which will be held from 24th July to 26th July 2023 at Chennai, Tamil Nadu.

This meeting will be conducted in person in the city of Chennai formerly known as Madras, the capital city of Tamil Nadu. Located on the Coromandel Coast off the Bay of Bengal, it is a major commercial, cultural, economic and educational centre in South India. Chennai's economy has a broad industrial base in the automobile, computer, information technology, hardware, manufacturing and healthcare sectors. From the resplendent classical dance form of Bharatanatyam to the rich flavours of its iconic cuisine; from the lustrous silk sarees traded here to the gorgeous temples and churches, Chennai is rightly known as the Cultural Capital of South India.

The languages commonly spoken in Chennai include Tamil, English and Hindi.

For delegates and participants attending the 3rd WG-DR meeting of India's G20 Presidency, the Administrative Note aims to provide essential information on logistical arrangements and general details about this significant event in Chennai.

Information within this Administrative Note is current as of 20th June 2023. A detailed agenda will be made available in due course by the G20 DRR Track Secretariat.

For further inquiries and assistance, kindly contact the Indian G20 DRR Track Secretariat by writing to:

- For substantive issues: drpolicy@g20.in
- For logistics issues: drlogistics@g20.in



2.PROVISIONAL AGENDA



Main Event Dates

- 24th July – 26th July 2023
- Delegates are requested to arrive on 23rd July 2023

Main Event Venue

- Rajendra Hall, ITC Chola, Chennai

Program

Kindly note that this is an in-person meeting. We expect all delegates to attend the meeting in-person.

All times mentioned are in IST(UTC+05:30)

Day 1: Monday, 24 July 2023

Time	Program
06:30 Hrs onwards	Breakfast at respective hotel
08:00-09:00 Hrs	Registration of Delegates
Inaugural Session 09:00-09:45 Hrs	
09:00-09:45 Hrs	<p>High level message from the Presidency Welcome remarks from the Working Group Chair Remarks by TROIKA G20, 2023</p> <ul style="list-style-type: none"> • Indonesian G20 DRR WG Delegation (05 Minutes) • Brazilian G20 DRR WG Delegation (05 Minutes)
09:45-10:00 Hrs	Tea
Technical Session I Discussion on Draft Communiqué Preamble 10:00-12:30 Hrs	
10:00-10:20 Hrs	Presentation by the Presidency
10:20-12:25 Hrs	Interventions by Delegates
12:25-12:30 Hrs	Remarks by the Presidency
12:30-13:30 Hrs	Lunch



<p align="center">Technical Session II Discussion on Draft Communiqué (Contd.) Global Coverage of Early Warning Systems 13:30-15:30 Hrs</p>	
13:30-13:50 Hrs	Presentation by the Presidency
13:50-15:25 Hrs	Interventions by Delegates
15:25-15:30 Hrs	Remarks by the Presidency
15:30-15:40 Hrs	Tea
<p align="center">Side Event Women-led and community-based DRR Investing in Participatory, Localized Pathways to Disaster Resilience (70 min) 15:40-16:50 Hrs</p>	
16:50-17:00	Tea
<p align="center">Side Event Building Capacities and Enhancing Cooperation on Disaster Response 17:00-18:30 Hrs</p>	
19:30 Hrs	Dinner

Day 2: Tuesday, 25 July 2023

Time	Program
06:30 Hrs onwards	Breakfast at respective hotel
<p align="center">Side Event Realizing the Resilience Dividend Towards Closing the Infrastructure Gap 09:00-10:15 Hrs</p>	
10:15-10:30	Tea
<p align="center">Technical Session III Discussion on Draft Communiqué (Contd.) Disaster and Climate Resilient Infrastructure 10:30-12:30 Hrs</p>	
10:30-10:40 Hrs	Presentation by the Presidency



10:40-11:55 Hrs	Interventions by Delegates
11:55-12:00 Hrs	Remarks by the Presidency
12:00-13:00 Hrs	Lunch

Technical Session IV Discussion on Draft Communiqué (Contd.) Financing Framework for Disaster Risk Reduction 13:00-15:00 Hrs	
13:30-13:20 Hrs	Presentation by the Presidency
13:20-14:55 Hrs	Interventions by Delegates
14:55-15:00 Hrs	Remarks by the Presidency
15:00-15:10 Hrs	Tea
Technical Session V Discussion on Draft Communiqué (Contd.) Disaster Response System 15:10-17:10 Hrs	
15:10-15:30 Hrs	Presentation by the Presidency
15:30-17:05 Hrs	Interventions by Delegates
17:05-17:10 Hrs	Remarks by the Presidency
17:10-17:20 Hrs	Tea
Technical Session VI Discussion on Draft Communiqué (Contd.) Ecosystem-based Approach to DRR 17:20-19:20 Hrs	
17:20-17:40 Hrs	Presentation by the Presidency
17:40-19:15 Hrs	Interventions by Delegates
19:15-19:20 Hrs	Remarks by the Presidency
19:30 Hrs	Dinner



Day 3: Wednesday, 26 July 2023

Time	Program
06:30 Hrs onwards	Breakfast at respective hotel
09:00-11:30 Hrs	Visit to Fort St. George and Fort Museum
11:30- 13:30 Hrs	Visit to Mahabalipuram
13:30-14:30 Hrs	Lunch *
<p style="text-align: center;">Side Event at Mahabalipuram Enhancing Disaster Resilient Infrastructure Governance 14:30- 15:30 Hrs</p>	
16:00-18:00 Hrs	UNESCO Heritage Monuments at Mahabalipuram
18:30- 20:30 Hrs	Cultural and Dinner at Mahabalipuram *
20:30 Hrs	Return to Chennai

*Venue for lunch and dinner would be updated separately.



Bus Schedule

Buses would be parked for transport from the Lemon Tree to the meeting venue The Hotel ITC Chola.

Point of Contact: NDMA -Yesh +91 9050441513 Hitesh +91 9711963612

Transport Service providers Team- Sarvanan +91 9566138383

Dates	Depart From Hotel the Lemon Tree	Depart From Hotel ITC Grand Chola	Depart From Mahabalipuram
24 June 2023	Morning 0800 Hrs (Bus 1) 0830 Hrs (Bus 2) Evening NA	Morning NA Evening 2100 Hrs (Bus 1) 2130 Hrs (Bus 2)	NA
25 June 2023	Morning 0800 Hrs (Bus 1) 0830 Hrs (Bus 2) Evening NA	Morning NA Evening 2100 Hrs (Bus 1) 2130 Hrs (Bus 2)	NA
Buses would be parked for transport from the Lemon Tree and the ITC Grand Chola for Mahabalipuram			
26 June 2023	0900 Hrs	0900 Hrs	2030 Hrs

There will be no separate car for the Heads of the Delegation. However an exclusive coach has been arranged for the HoDs.



3. ACCREDITATION OF PARTICIPANTS



All delegates attending the G20 3rd WG- DRR Meeting in Chennai must be accredited through a secure online portal.

Delegate Accreditation Officer (DAO)

A **Delegate Accreditation Officer (DAO)** is required to be nominated by the respective G20 member country, guest country or international organization that will coordinate the registration process of the participating delegates. Respective member countries, guest countries and international organizations are required to submit the information pertaining to the DAO nominated for the 3rd meeting by email to drlogistics@g20.in latest by 30 June 2023.

DAO Name	DAO Email ID	Date of Birth	Name of Country or International Organization
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After this, the DAO will need to register themselves using the link <https://www.g20.org/en/registration/dao>

The DAO will be required to complete the registration and accreditation of the delegates using the link <https://www.g20.org/en/registration/delegate/>

All delegates should be accredited no later than 15th July, 2023. Please note that on-site accreditation will not be offered. Delegates should direct all queries relating to accreditation to their respective DAO.

Delegation Contact Officer (DCO)

Each delegation is requested to appoint a Delegation Contact Officer (DCO) among the accredited delegates. The DCO should be present at the meeting and will be the first point of contact for the G20 DRR Track Secretariat and the Liaison Officer for any administrative or logistical requirements that may arise. The DCO's name and contact number must be provided to the G20 DRR Track Secretariat, National Disaster Management Authority by the DAO when registering delegates via the online accreditation portal.

Access to the Main Conference Venue:

For delegations from G20 Member Countries:

- Head of Delegates +02 (two) Delegates
- A maximum of two additional delegates from technical side will be granted access to the viewing room

For delegations from Invitee Countries and International Organizations:

- Head of Delegation +01(one)delegate
- A maximum of one additional delegate will be granted access to the viewing room



4.MEDIA AND COMMUNICATION



The proceedings of the G20 Meetings are confidential; as such, media coverage of G20 meeting proceedings is not permitted.

However, accredited media will be allowed outside the meeting venue. Information regarding media accreditation will be sent separately.

The Indian Presidency will publish the official documentation and statements on the G20 Official platforms which include:

Official G20 Channels:

- www.g20.org
- Twitter (@g20org)
- Instagram (@g20org)

Further the National Disaster Management Authority has a separate platform for DRR Track and related information.

NDMA G20 Channels:

- www.ndma.gov.in/g20
- Twitter (@G20_NDMA)
- Facebook (@G20_NDMA)



5. VISA REQUIREMENTS



The Government of India has bilateral Visa Waiver Agreements for holders of Diplomatic /Official/Service Passports with 19 G-20 Member States/Guest Countries (Argentina, Brazil, Indonesia, South Korea, Mexico, Russia, South Africa, Bangladesh, Egypt, Mauritius, Oman, United Arab Emirates, Singapore, France, Germany, Italy, Japan, Türkiye, and Spain). The details can be found at <https://mea.gov.in/bvwa.htm>

Delegates holding Diplomatic/Official Passports of countries with whom India does not have a Visa Waiver Agreement may apply for a regular/paper Conference Visa with multiple entries at <https://indianvisaonline.gov.in>

Visa including e-visa on a gratis basis will be given to all registered/accredited members of official delegations (including ordinary passport holders) for all Sherpa Track and Finance Track Meetings/Ministerial/Working Group/Side Events and G-20 Summit, and their accompanying spouses.

It may please be noted that the e-Visa facility is not available for those holding Diplomatic/Official/Service/International Travel Documents like UNLP. Therefore, delegates from UN/International Organizations holding Diplomatic/Official Passport or United Nations Laissez-Passer may apply for regular/paper Conference Visas at <https://indianvisaonline.gov.in>. Once the accreditation is complete, the delegates may submit a visa application along with a copy of the accreditation letter or a Note Verbal from the Ministry of Foreign Affairs/Authorities from their Government, to the Indian High Commission/ Embassy/Consulate for affixing the appropriate Indian visa.

All delegates holding Ordinary Passports from eligible countries under the e-visa regime can apply for e-Conference Visas (electronic Visa) at <https://indianvisaonline.gov.in>.

Any OCI (Overseas Citizens of India) Cardholders attending G20 Meetings as a delegate shall be required to obtain the prior permission of the Ministry of Home Affairs, India (<https://ociservices.gov.in>) to attend G-20 events. They would be required to upload mandatorily their accreditation letter issued by the G-20 Secretariat while seeking permission from the Ministry of Home Affairs, India at <https://ociservices.gov.in>.

For the delegates/participants traveling on e-Conference Visa, the Biometric details of the delegate/participant will be mandatorily captured at Immigration on arrival in India. All delegates are to ensure that their passports have at least six months of validity and a minimum of two blank passport pages for validation.



6. HEALTH REQUIREMENTS



Government of India has issued 'Guidelines for International Arrivals' in context of COVID-19 pandemic and updated the same from time to time. The following guidelines are currently in vogue.

A.1. Planning for Travel

- i. All travelers should preferably be fully vaccinated as per the approved primary schedule of vaccination against COVID-19 in their Country.

A.2. During Travel

- ii. In-flight announcement about the ongoing COVID-19 pandemic including precautionary measures to be followed (preferable use of masks and following physical distancing) shall be made in flights/travel and at all points of entry.
- iii. Any passenger having symptoms of COVID-19 during travel shall be isolated as per standard protocol i.e., the said passenger should be wearing mask, isolated and segregated from other passengers in flight/travel and shifted to an isolation facility subsequently for follow up treatment.

A.3. On arrival

- iv. Thermal screening should be done in respect of all the passengers by the health officials present at the point of entry.
- v. The passengers found to be symptomatic during screening shall be immediately isolated, taken to a designated medical facility as per health protocol (as above).
- vi. A sub-section (2% of the total passengers*in the flight) shall undergo random post arrival testing at the airport on arrival.
- vii. All travelers should self-monitor their health post arrival also shall report to their nearest health facility or call National helpline number (1075)/ State Helpline Number in case they have any symptoms suggestive.

The complete guidelines are available at

<https://www.mohfw.gov.in/pdf/GuidelinesforInternationalArrivals10thFebruary2023.pdf>

All delegates are advised to go through the link before planning their travel.



7. MEETING VENUE



Meeting Venue

ITC Grand Chola,
Rajendra Hall, 63, Anna Salai, Little Mount, Guindy, Chennai, Tamil Nadu 600032
<https://www.itchotels.com>

Access to Venue

All delegates will be required to pass through a security screening prior to entering the venue.

Access to the venue will be restricted to the accredited delegates only who will be required to keep their badges (access card and/or pin) on display at all times during the events.

The badges of delegates are color-coded according to their classification. The badge carries personal information such as photograph, name, country/institution, and is non-transferable.

The number of access passes to the venue for each delegation will be as per the following arrangement:

Role	G20Members	Invitee Countries	International Organizations
Head of Delegation (HoD)	1	1	1
Delegates to Main Hall	2	1	1
Delegates to Viewing Room	2	1	1
Total	5	3	3

Bilateral Meeting Rooms

Bilateral meeting rooms at the ITC Grand Chola with varying seating capacities will be available to delegates upon request and will be available from 07.00 Hrs to 18.30 Hrs on 24th and 25th July 2023.

Bilateral meeting rooms will be assigned on a first come, first served basis, and will be allocated in thirty (30) minutes blocks for a maximum of one (1) hour per booking slot.

Requests for bilateral meeting rooms can be made by sending an email with the date, time and participation list to drlogistics@g20.in on or before 20th July 2023.



Delegations should ensure that the meeting request clearly mentions the total number of delegates so that appropriate space and seating requirements can be provided.

The G20 Secretariat will do its best to facilitate on-site requests for bilateral meeting rooms.

Viewing Room

Due to limited access to the main hall, a viewing room will be available with live screening of the meeting for delegates.

Interpretation

All meetings will be conducted in English. No interpretation services will be available.

Wireless Internet

Complimentary wireless internet will be available at the venue for the duration of the meeting. Wireless/internet access details will be available from the G20 Information Help Desk.

Prayer Room

One prayer room for male and another for female will be provided at the venue during the meeting. Each delegate is requested to bring their own prayer amenities for the sake of cleanliness and safety. Signage to the Prayer Room would be displayed at the venue and, if required, assistance may be sought from the Help Desk.

Medical Room

A Medical Room will remain operational at the venue of the DRR WG meeting on 24th and 25th July 2023 from 0800 to 1800 IST.



8. ACCOMMODATION



The G20 DRR Track Secretariat has designated one hotel as mentioned below for the delegates of 3rd G20 DRR-WG Meeting.



ITC Grand Chola
63, Anna Salai, Little Mount, Guindy, Chennai, Tamil Nadu – 600032.

Block reservations have been made at the hotel and delegations may book the rooms directly with the hotel on a first come, first serve basis, until 10th July 2023 after which, the hotel will release the blocked rooms for open booking.

It is requested that delegates use the link & contact details provided below for booking purposes, as these will facilitate the booking process:

1. Contact details: Mr. Aditya Datta Contact Number: +91 7893759753

Email: aditya.datta@itchotels.in

2. Contact details: Mr. Manish Gor Contact Number: +91 9884345556

Email: manish.gor@itchotels.in

Booking Link for discounted rates -

<https://be.synxis.com/?Hotel=30171&Chain=26676&Dest=MAA&locale=en-US&group=200723DISAST>



Lemon Tree Hotel

72, Sardar Patel Road, Guindy, Chennai, Tamil Nadu - 600032, India

Phone: +91 44 44232323

Email: hi.cn@lemontreehotels.com

<https://www.lemontreehotels.com/lemon-tree-hotel/chennai/hotel-chennai/contact-us.aspx>



9. FLIGHT INFORMATION, IMMIGRATION, AIRPORT TRANSFERS & CUSTOMS



a. Flight Information

Delegates attending the DRR WG Meeting should make their own travel arrangements to and from Chennai. The International Airport is Madras International Meenambakkam Airport, Chennai, roughly 30 min. drive from ITC Grand Chola. Delegates are advised to arrive in Chennai on 23th July 2023 evening and share their arrival and departure flight details at the time of registration in the portal. Please note that cigarette lighters, e-cigarettes, satellite phones and drones are not allowed when traveling by air in India.

b. Immigration

The immigration process will be completed at the first port of entry in India for all delegates. A dedicated lane for immigration is available for all delegates with Diplomatic/official passports at Chennai airport.

c. Airport Transfer

The G20 DRR Track Secretariat will provide transport services to and from the airport for delegates attending the G20 DRR-WG Meeting. Upon arrival at Chennai airport, accredited delegates will be received by the Welcome Team of the G20 DRR Track Secretariat who will usher them to the G20 Lounge and extend necessary assistance to reach their respective hotels. Delegates attending the DRR-WG Meeting are requested to provide their flight information through the online accreditation portal to ensure that transportation arrangements for pick-up and drop-off are confirmed.

d. Transportation

All the HoDs will be provided with one (1) designated vehicle for pickup and drop from the airport and the hotel. All other delegates will be provided shared transportation services between Airport and the designated hotels upon arrival and time of departure.

For excursion and for any other visit buses would be deployed. The Cars if required by HoD and or any other delegates would be paid for by the delegates beyond the pick-up and drop.

e. Customs

Indian national laws govern the importation and exportation of prohibited or controlled items into or out of India, including medications. Delegates are allowed to bring medication, strictly for personal use. Drugs containing narcotics are prohibited from entering India. Those containing psychotropics are restricted and must be declared. In addition, delegates must present a letter from their physician and/or a copy of the original prescription stating the list of medication (s) and amount used per day to a customs officer. These documents are essential to prove the legality of the prescribed medication, should there be questioning by the customs officer.



Item	Maximum Allowance
Alcohol	2 Liters
Cigarettes	100 Cigarettes
Cigars	25 Cigars
Tobacco	125 grams

The government exempts some excisable goods purchased abroad for personal use from import duties, excise, and taxes for every adult at each arrival with the following limited amount:

Any excess of the excisable goods will be destroyed. Incoming delegates carrying more than USD 10,000 (or equivalent in other foreign currencies) in cash should declare the same to Customs.

Temporary licenses to carry or use firearms and communication gadgets are considered diplomatic facilities and are provided solely to the Head of State/ President's security personnel and Ministers/Governors in compliance with Indian law. The delegation may submit a request for firearms permit well in advance through a diplomatic note with the necessary documentation attached. The diplomatic note should be addressed to the Chief of Protocol, Ministry of External Affairs of the Government of India, via the respective Country's Mission in India.

10. EXCURSION





Image of the Shore Temple, Mahabalipuram (Near Chennai)

UNESCO Heritage site, Shore Temple, is a complex of elegant shrines (c. 700 CE), one among a number of monuments at Mamallapuram (Mahabalipuram), on the Coromandel Coast of Tamil Nadu state, India. It is considered the finest early example of medieval southern Indian temple architecture. Unlike most of its neighbours at the site, it is built of cut stones rather than carved out of caves. Its style is characterized by a pyramidal *kutina*-type tower that consists of stepped stories topped by a cupola and finial, a form quite different from the northern Indian *sikhara*. The Mamallapuram monuments and temples, including the Shore Temple complex, were collectively designated a UNESCO World Heritage site in 1984.



Image of the Five Rathas, Mahabalipuram (Near Chennai)

The Five Rathas, also known as PanchRathas, is a set of rock temples. These temples are built in the same shape as pagodas, and greatly resemble Buddhist shrines and monasteries. The rathas are associated with the great epic Mahabharata.

11. PERSONAL INFORMATION



The G20 DRR Track Secretariat collects personal information to facilitate accreditation, accommodation, liaison and logistics arrangements pertaining to the DRR-WG Meeting.

The data of the delegates will be fully protected and accessible only to a limited number of personnel of the Indian G20 Presidency Secretariat under the prevailing laws and regulations of the Republic of India.

At the conclusion of the G20 India Presidency, all personal data will be destroyed in a safe and secure manner.



12. GENERAL INFORMATION



About Chennai

Chennai, formerly Madras, city, capital of Tamil Nadu state, southern India, located on the Coromandel Coast of the Bay of Bengal. Known as the “Gateway to South India,” Chennai is a major administrative and cultural centre. Chennai is located on the Coromandel Coast along the Bay of Bengal. The Cooum (Koovam) River flows through its centre and the Adyar River through its southern portion. The Buckingham Canal runs parallel to the coast, joining the Kortalaiyar (Kosasthalaiyar) River in the northern edges of the city and the Muttukadu Backwaters south of the city.

Madras developed without a plan from its 17th-century core, formed by Fort St. George and the Indian quarters. To the north and northwest are the industrial areas. The main residential areas are to the west and south, where a number of modern high-rise apartment buildings have been constructed, and the old villages are in the centre.

The most distinctive buildings in the city are the seven large temples in the Dravidian style, situated in the city sections of George Town, Mylapore, and Triplicane. The Chepauk Palace (the former residence of the nawab of Karnataka) and the University Senate House, both in the Deccan Islamic style, and the Victoria Technical Institute and the High Court buildings, both in the Indo-Saracenic style, are generally considered the most attractive buildings of the British period.

Climate

July is hot rainy (monsoon) season month in Chennai, India, with an average temperature varying between 32.8°C (91°F) and 28.4°C (83.1°F).

dress code

Dress code for all meetings is formal business attire. Delegates are expected to wear smart casual attire for the “Samvaad over Dinner” on 28th July 2023 and other dinners.

Time Zone

Local time in Chennai is India Standard Time (IST) which is **GMT+5½hours**.

International Dial Codes

The country code for India is +91, and the local code for Chennai is 44. To call a local number, you need to dial the local code 044 and then dial the number you wish to call. Likewise, to call an Indian mobile number when calling from a foreign number, you should dial +91 followed by mobile number you wish to contact. Delegates intending to use an Indian SIM-card can obtain the same from an authorized mobile network operator upon producing the necessary documentation.



Currency and Banking

The currency of India is the Indian Rupee (INR). Current exchange rates against the US Dollar is approximately 80 INR to one US Dollar. Currency is easily exchanged at the airport and at designated Government of India approved dealers and at the designated hotels. Delegates can withdraw Rupees through ATMs. There will also be facilities for currency-exchange at the Hotels. Major foreign credit cards are accepted in all modern establishments, hotels, restaurants and stores.

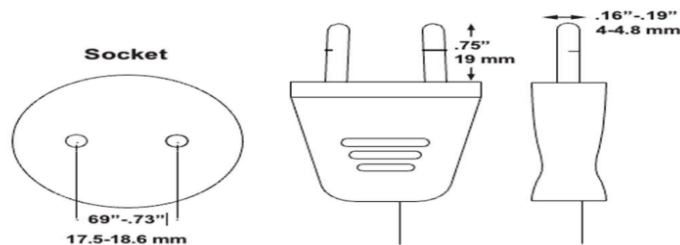
Drinking Water

Tap water is not potable. Delegates are advised to consume bottled water only.

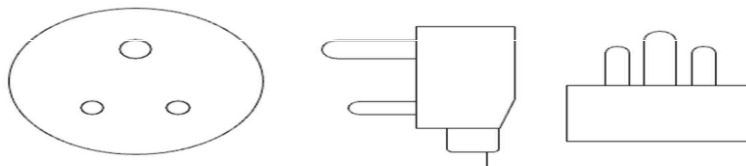
Electricity

The electricity supply voltage in India is 220-240 volts with plug types C and D. The Indian G20 Secretariat will provide a power outlet at the delegate's desk at the meeting venue. Delegates are encouraged to bring their equipment, such as electric adaptors for mobile devices intended to be used. Round pins with three points are used in Indian plug point (as shown in the pictures below).

Dimensions Guide Type C Plug & Socket



Dimensions Guide Type D Plug & Socket



Emergency Phone Numbers

For any urgent matters, please contact the hotel / Main Control Room located in The Grand Chola, Chennai. You may, so call the Emergency Numbers as tabulated below.

Police	Fire	Ambulance
100	101	108

Medical Support

First aid kits will be available at each of the hotels and in the meeting venue ITC Grand Chola, Chennai during the meetings at all times. An emergency medical support unit will be available at the meeting venue.

Accessibility and special requirements

Delegates are encouraged to inform the India G20 Secretariat of any special needs requiring assistance, such as accessibility and ambulatory requirements, special dietary preferences, allergies, medical issues and any other needs through email at indiaecswg@g20.in latest by 20th July 2023. All information will be treated confidentially.

Photography

Delegates and participants may be filmed or photographed by the Indian G20 DRR Track Secretariat's official photographers/broadcasters over the course of the programme. In addition, photographs and short video compilations of the 3rd DRR-WG Meeting would be available on Fand following the conclusion of the event, and would also be used in the official social media posts of the G20 Presidency.

13.IMPORTANT DATES



No	Description	Date
1.	Last date for registration of DAO	30 th June 2023
2.	Last date for registration & accreditation of delegates via DAOs	15 th July 2023
3.	Suggested deadline for making hotel reservation	10 th July 2023
4.	Last date for update of hotel reservation, flight details of delegates on the website and other special requirements	15 th July 2023
5.	Arrival at Chennai	23 th July 2023
6.	Excursion	26 th July 2023
7.	Main sessions	24 th and 25 th July 2023
8.	Samvaad over Dinner & Cultural program	26 th July 2023
9.	Departure of delegates	27 th July 2023

