

Practical Guide

Updated on 2 November 2025

for in-person participants from non-governmental organizations in consultative status with ECOSOC and organizations with special accreditation

The practical guide provides relevant information for representatives of NGOs in consultative status with the Economic and Social Council (ECOSOC) and organizations with special accreditation participating in the Second World Summit for Social Development. For additional details, please, also refer to the revised [Information note for delegations](#).

This document will be updated on a regular basis. Updates and relevant announcements will also be shared with all registered participants via email through the INDICO platform.

SUMMIT PROGRAMME

The Programme of the Summit, along with related substantive information, is available on the [official website](#). The full schedule can also be viewed through the [TeamUp online platform](#).

REGISTRATION FOR THE SUMMIT

Registration for representatives of NGOs in consultative status with ECOSOC and organizations with special accreditation is **now closed**. Each approved representative should have received a confirmation letter by e-mail, which serves as the official invitation to the Summit. Please note that pre-registration and approval are mandatory. On-site registration may be possible on an exceptional basis and subject to prior authorization by the registration team.

HOST COUNTRY REQUIREMENTS

All participants attending the Summit, including representatives from NGOs in consultative status with ECOSOC and organizations with special accreditation to the Summit, must register with the Host Country and obtain a valid [Hayya Entry Permit](#).

The Government of the State of Qatar will facilitate the issuance of Hayya Entry Permits and will provide them free of charge to registered and approved Summit participants. The Hayya Entry Permit also serves as an e-visa, facilitating entry into Qatar for international participants.

Each individual must submit their own application. Participants are advised to wait 72 hours after receiving their approval letter before applying for the Hayya e-visa. After this period, the voucher code will be recognized in the Hayya portal. Please note that registration codes are non-transferable, and final approval remains subject to review and processing by the authorities of the State of Qatar. For further assistance or technical support related to the

Hayya process, please contact the Hayya Support Team at info@hayya.qa or by phone at +974 4441 2022.

BEFORE YOU TRAVEL

Visas

Representatives are responsible for arranging their own travel to and from Doha, as well as obtaining any necessary visas for entry into Qatar and for transit countries, if applicable. The United Nations does not cover related costs or assist in securing required visas. The Government of the State of Qatar will facilitate the issuance of Hayya Entry Permits, which will be provided free of charge to all participants registered for the Summit.

Hotel Accommodation

All participants are responsible for making their own hotel arrangement. Preferential room rates are available at designated hotels for Summit participants. For further details, please refer to Annex I of the revised [Information note for delegations](#).

Transportation [UPDATED]

Each participant will receive a free Doha Metro card, valid from 2 to 6 November 2025. To collect your Doha Metro card, please present a copy of your Summit badge or Hayya e-visa at the QNCC venue, in the underground passage following badge pick-up in the Badging Stations (Basement Level). For the latest transportation updates, please visit the [logistical information page](#).

Important!: On 4 November 2025, expect road closures in the early morning, as early as 7:00 AM. It is recommended to use the Doha metro in the morning. Take the Green Line to Education City Station, a short distance from QNCC, shuttles will be running to QNCC.

NEW! Download the following mobile guide, which shows exact drop-off locations for different Summit participants. The guide is available in Arabic and English: <https://qr1.be/l4WG>

ACCESSING THE SUMMIT

The venue of the Summit is the [Qatar National Convention Centre](#) (QNCC) located in Doha.

Heightened Security Measures in Effect – [NEW]

Please be advised that the Red Zone security perimeter is now in effect around checkpoints have been set up throughout the surrounding streets. All individuals attending the Summit are subject to security screenings at entry points, including access to the Registration Centre. Please have your approved UN registration letter and Hayya approval on hand to show at the perimeter if you're asked.

Please, plan accordingly and allow extra time for travel and access, especially when collecting your badge or entering the Summit Venue. Please, expect queues and allocate appropriate time to go through security proceedings.

These procedures are being implemented for the safety of all participants. Your patience and cooperation with local authorities and UN security personnel are appreciated.

Security and Access Procedures

As part of the security arrangements, representatives of NGOs in consultative status with the Economic and Social Council (ECOSOC) and organizations with special accreditation participating in the Summit will be required to present their registration confirmation letter together with their passport at the entrance before proceeding to the Badging Stations to collect their Summit badge.

Note: Backpacks and bags larger than 35 cm (width) × 33 cm (height) × 10 cm (depth) are not permitted. There are no luggage storage facilities available at the venue.

Distribution of Summit Badges

Upon arrival, participants should proceed directly to the “**Badging Stations**” counter to collect their Summit badge. The “Badging Stations” counter is located at the Basement level of QNCC. Please ensure you bring a valid passport or government-issued photo ID and a copy of your confirmation letter.

Note: Participants must present a valid government-issued photo identification from a United Nations Member State. The identification must be original (photocopies or digital images will not be accepted), written in Latin/Roman characters, and may include passports or Qatar ID cards (for Qatari nationals). The name on the ID must match exactly the name provided in the INDICO registration.

IMPORTANT NOTE: Participants are strongly encouraged to collect their Summit badges as early as possible, as long queues are expected during Summit days. **Please note that road closures are expected on the morning of 4 November. On that day only, the venue will open at 6:00am to allow participants to arrive early and avoid anticipated road closures.**

A dedicated “**Civil Society**” counter will be available near the “Badging Stations” area. This counter is intended solely for troubleshooting purposes. Participants are kindly requested to approach this counter only if assistance is required.

The “**Badging Stations**” will operate according to the following schedule:

Date	Badging Station	Civil Society Counter
30 October 2025	9:30 am – 6:00 pm	9:30 am – 6:00 pm
31 October 2025	9:30 am – 6:00 pm	9:30 am – 6:00 pm

Date	Badging Station	Civil Society Counter
1 November 2025	9:30 am – 6:00 pm	9:30 am – 6:00 pm
2 November 2025	8:00 am – 6:30 pm	9:00 am – 6:30 pm
3 November 2025	7:00 am – 6:30 pm	8:00 am – 6:30 pm
4 November 2025	7:00 am – 6:30 pm	8:00 am – 5:00 pm
5 November 2025	8:00 am – 5:00 pm	9:00 am – 5:00 pm
6 November 2025	9:00 am – 1:00 pm	9:00 am – 1:00 pm

Distribution of Secondary Access Cards [UPDATED]

Representatives of NGOs in consultative status with the Economic and Social Council (ECOSOC) and organizations with special accreditation participating in the Summit will have access to the **Opening Plenary Meeting on Tuesday, 4 November 2025 at 9:00AM** from the **balcony** of the Plenary Hall using the regular Summit badge, subject to room capacity.

Additionally, a limited number of seats will be available **from the floor level of the Plenary Hall (2nd level)**. Participants who wish to access the floor seating area will require a **secondary access card**, in addition to their Summit badge. These cards will be distributed on a first come, first-served basis to participants already in possession of a valid Summit badge. *Kindly use only the designated seats at the back of the room.*

In the event that the Plenary Hall reaches full capacity, participants may follow the Opening Segment and first plenary meeting from a designated **overflow room in Auditorium 2 (Ground Level)**, where the session will be livestreamed in English.

Note: After completing badging and security screening, proceed towards the underpass and the moving walkways. The distribution desk will be located **near the top of the escalators (Level 1)**. Distribution will take place on 4 November 2025, starting at **7:30 am (updated!)** on **a first come, first served basis**.

Note: For security reasons, the wearing of Summit badges will be strictly enforced. Access to the venue will be denied to anyone not wearing a valid badge. Participants must keep their badges visible at all times within the premises.

Access to Plenary Meetings (after opening segment and first plenary) and to Round Tables – [NEW]

After the opening segment, registered representatives of ECOSOC-accredited and specially accredited organizations are welcome to access the Summit Rooms on a **first come, first served basis, subject to room capacity**.

Registered representatives of ECOSOC-accredited and specially accredited organizations should access the plenary room and the roundtable room as follows:

- Access to Plenary Hall (after opening segment and first plenary): Use balcony seats and

designated stakeholder seats at the back of main floor on first-come, first-served basis.

- Access to Round Table Room: Please use the designated seats at the back of the room on a first-come, first-served basis.

CATERING AND REFRESHMENTS

A variety of food options will be available at the venue during the pre-Summit and Summit days. Complimentary lunch will be provided to all participants in the Catering Area (Exhibition Halls 3 & 4) from 12:00 to 15:00.

Light refreshments and snacks will also be available for purchase at designated locations throughout the venue.

ACCESSIBILITY

The QNCC is accessible, with ramps, elevators, and accessible restrooms available on all levels. International sign interpretation and Communication Access Realtime Translation (CART) services will be provided for the meetings of the plenary and the round tables.

A **“Transportation Desk”** on the Ground Level will provide information and facilitate transportation to and from the venue. Upon request, participants will be able to request accessible transportation. An **“Information Counter and Accessibility Desk”** is available on Level 1 to guide participants and provide relevant accessibility-related information. Braille printing on demand will be available on-site at the **“Printing Centre”** located inside the **Business Centre** on Level 1. For Braille printing requests and inquiries, please contact mssfrontdesk@un.org. An accessible registration desk is set up at the Badging Stations.

For other and general accessibility needs or inquiries, please contact summitaccessibility@un.org

STAKEHOLDER ROOM

Two stakeholder rooms, located in Exhibition Hall 5 and Exhibition Hall 7, are dedicated spaces for use by stakeholders on a first come, first served basis. Participants wishing to reserve a room (for stakeholder meetings or use as a quiet space for accessibility needs) may do so on-site only, through the staff assigned to the area. Advance or remote reservations will not be accommodated.

LOST AND FOUND

Any loss of a Summit badge or personal item at the QNCC must be reported immediately to the Lost and Found Desk located on the ground floor of the Centre. Lost items will be reported to the Security and Safety Service. Participants are solely responsible for their personal belongings. Please note that any unattended bags or objects will be removed for security reasons.

IMPORTANT INFORMATION

- Within the Summit premises, all persons are required to comply with safety and security regulations, as well as the rules and procedures of the Organization. Any act that disrupts the normal functioning of the Summit's programmatic activities, such as public displays of any form, including clothing, banners, placards or other written or visual means, as well as vocal/audio sounds, gatherings or demonstrations of any kind, including passive, is not allowed.
- All individuals present on the United Nations premises are expected to fully cooperate with United Nations security officers at all times. Refusal to comply with applicable regulations may result in temporary detention or removal from or denial of access to the premises in accordance with Section 10 of the [United Nations Headquarters Agreement](#) and [ST/AI/2019/5](#), entitled "Authority of United Nations Security Officers".
- By participating at the Summit, participants acknowledge that photography, audio, and video recording may occur and consent to the use of such images and recordings for publication or broadcast purposes.
- Participants are expected to behave appropriately, maintain low noise levels, and dress in a manner consistent with the professional environment of the United Nations.
- United Nations Security reserves the right to deny entry or remove from the premises any individual not behaving or dressed appropriately.
- Participants under 18 must be accompanied by a duly registered chaperone.
- Only accredited media may bring professional cameras or recording equipment into the Summit venue.
- Participants are encouraged to bring their own reusable water bottles and make use of water fountains available throughout the venue.
- Comfortable shoes are recommended due to walking distances between Summit rooms.
- A map of the venue will be available on the [Summit website](#)