

**Secretariat**

11 September 1998

Information circular*

To: Members of the staff at Headquarters
From: The Assistant Secretary-General for Central Support Services
Subject: **Additional arrangements for admission to the premises at United Nations Headquarters during the fifty-third session of the General Assembly****

1. The present circular describes additional arrangements that will be in effect at Headquarters for admission to the premises during the fifty-third session of the General Assembly. This year, it will become necessary for the authorities of the Host Government to close the section of First Avenue in front of the United Nations to vehicular traffic during the weekend prior to the opening of the general debate. It is also anticipated that this section of First Avenue will subsequently remain closed to vehicular traffic for a 10-day period, 24 hours a day, through Monday 28 September 1998. The closure of streets within the Headquarters district will begin at 3 p.m. on Saturday 19 September 1998. Staff members will be required to present their grounds passes at the checkpoint established at the north-west corner of 42nd Street and First Avenue. The entry at 42nd Street and First Avenue will be accessible to staff members, 24 hours a day, from 19 to 28 September 1998.

Closure of the garage

2. For security reasons, the garage will be closed for parking at 8 p.m. on Friday 18 September 1998 and will reopen for authorized vehicles at 12 p.m. on Saturday 19 September 1998. All vehicles must be removed not later than 8 p.m. on Friday 18 September until the reopening of the garage. Remaining vehicles will be towed and stored at the owner's expense.

3. During the closure of the garage, arrangements have been made with the authorities of the Host Government to permit members of delegations, staff and affiliates to park their vehicles along both sides of First Avenue, from 34th to 40th Streets. Please note that this alternate parking arrangement is only authorized for vehicles with valid United Nations parking permits during the period from 8 p.m. on Friday 18 September 1998 to 1 p.m. on Saturday 19 September 1998.

* Expiration date of the present information circular: 31 December 1998.

** *Personnel Manual* index No. 13113.

Parking off the premises

4. Valid United Nations parking decals and garage parking permits should be displayed and will be honoured by the authorities of the Host Government. Parking has been allocated to properly identified vehicles north of 51st Street to 57th Street, along both sides of First Avenue, for the period from 21 to 28 September.

5. All vehicles entering the garage are subject to search. Significant delays can be expected. Staff members are encouraged to use public transportation for the period from 21 to 28 September 1998.

Closure of First Avenue

6. The authorities of the Host Government have informed the Secretariat that it will close the section of First Avenue in front of the United Nations from 8.30 a.m. until 3 p.m. on Monday 21 September 1998 to accommodate the motorcades of dignitaries. Members of delegations, staff and affiliates, upon presentation of their grounds passes, may cross First Avenue at either 42nd, 45th or 49th Streets. The crossing point at 45th Street will be particularly congested and it is therefore recommended that all pedestrians use the other two crossings. Furthermore, First Avenue will be closed to all pedestrian crossing between 9 and 10 a.m. During this time, the only entry point to the premises will be through the 48th Street entrance to the garage. Therefore, members of delegations, staff and affiliates are strongly urged to arrive not later than 8.30 a.m. It may also become necessary to close the three street crossing points temporarily at various times throughout the day. Staff members, affiliates and members of delegations who may encounter difficulties in gaining access should seek assistance from United Nations security personnel at the Pass and Identification Office located at 45th Street and First Avenue.

Ten-day closure of First Avenue

7. For the period from 19 to 28 September 1998, the Secretariat Circle will be closed to vehicular traffic except for escorted motorcades. The garage access at 48th Street will be accessible 24 hours a day for entrance. After 8 p.m. it will be used for two-way traffic until 6 a.m. The garage access at 42nd Street will be accessible for exit from 6 a.m. to 8 p.m. From Saturday 19 September, at 3 p.m., through Monday 28 September, an alternate access route has been established for authorized vehicles. Vehicular traffic will be able to approach Headquarters southbound on the FDR Drive, proceeding to 49th Street and First Avenue, south to 48th Street and the garage. This access route will be available from 6 a.m. until 6 p.m. The FDR southbound to the 48th Street garage entrance will be open before 6 a.m. and after 6 p.m. Additionally, authorized vehicles will be allowed to proceed east along 46th Street, to First Avenue and 48th Street, into the garage. Also, for the period from 19 to 28 September, the vehicular underpass at First Avenue and 40th Street will remain open only for passenger vehicles.

Access through the Delegates' Entrance

8. In order to enhance security during the period of the general debate, the gate at 45th Street and First Avenue and the Delegates' Entrance will be reserved for use by members of delegations. Staff members and affiliates are requested to use other access points.

9. For security reasons, from 3 p.m. on Saturday 19 September through 6 p.m. on Monday 28 September 1998, the premises will be closed to the public. All guided tours will be suspended and staff members are requested to schedule their appointments with visitors and guests at locations away from the Headquarters site.

10. The present circular should be read in conjunction with information circular ST/IC/1998/59, dated 21 August 1998, which provides information on arrangements for admission to the premises, as well as parking, catering facilities and commercial operations during the fifty-third session of the General Assembly.
