



ADMINISTRATIVE NOTE

MEETING OF AGRICULTURAL CHIEF SCIENTISTS G20 - MACS

BRASÍLIA, 15-17, MAY, 2024

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1. INTRODUCTION

The Brazilian G20 Presidency welcomes you to Brasília for the Meeting of Agricultural Chief Scientists - G20 MACS, to be held in Brasília, from 15 - 17, May, 2024, at SERPRO's regional office, the official venue in the Brazilian capital for G20 technical meetings.

Brasília was founded in 1960 to be the capital of Brazil, and has become one of the largest cities in the country. Designed by architect Oscar Niemeyer and urban planner Lúcio Costa, it is so far the only modern city to be inscribed on the UNESCO World Heritage List. It represents the living expression of the principles and ideals of the Modernist Movement.

This Administrative Note intends to provide delegates and participants with information regarding the administrative and logistical arrangements for the G20 - MACS.

Information within this Administrative Note is as current as of March. The Secretariat will notify delegates by email should there be any changes.

For further inquiries and assistance, please contact: macs.g20.brazil@embrapa.br

BRASÍLIA





2. PROVISIONAL AGENDA

Venue Serpro

SERPRO's regional office was chosen to be the main venue for the G20 meetings that will take place in Brasilia during the months of March to May, 2024 due to its modern infrastructure, strategic location and high security standards. The building is an example of the Brutalist architecture, a style famous for its hard lines, unpretentious materials and overall dystopian appearances born in the 1950s as an economical and efficient solution to the destruction caused by World War II. Brazil houses some of the world's most recognized Brutalist masterpieces, such as the Modern Art Museum of Rio de Janeiro (MAM) and the São Paulo Museum of Art (MASP).

SERPRO is a leader in the IT market and one of the main actors in the Brazilian digital transformation. It offers services to private and public sectors, both in Brazil and abroad. SERPRO is one of the largest IT public companies in the world, responsible for the most important systems used by the Federal Public Administration of Brazil. During the meetings, delegations will have the opportunity to know more about the innovative digital solutions offered by the company. Find more information in <https://www.serpro.gov.br/en>.

Shuttle services will be provided to delegates between the venue and the hotels included on the list provided in section 3 ("Accommodation").



Tentative Program

Kindly note that this is an in-person meeting only. All times mentioned are in BRT (UTC-3)

DAY 1 (15 MAY 2024 | Wednesday) – 13th Meeting of Agricultural Chief Scientists (G20 - MACS)

Time (Hrs, BRT)	Program
8:00 – 8:30	Transportation from hotel to meeting venue (Serpro) will be provided by G20 Brazil.
8:30 - 9:00	Registration
9:00 - 10:30	<p style="text-align: center;">Inaugural Session - Opening of MACS 2024</p> <ul style="list-style-type: none"> • Welcoming Remarks: MACS Chair Brazil • Statements from G20 Troika: India and South Africa • Addresses by Ministries of Brazil • Address by President of Embrapa • Approval of the Agenda (to be introduced by Chair)
10:30 – 11:00	Coffee Break
11:00 - 13:00	MACS Members speeches (3 minutes) - how countries/R&D institutions are dealing with Sustainability, Food Security and Climate Resilience.
13:00 – 14:00	Lunch will be served at meeting venue
15:00 – 17:00	<p style="text-align: center;">Session I : Science and Agriculture</p> <p>Theme 1 - Pathways to food security through science (Ladislau Neto, Embrapa) - 15 min</p> <p>Theme 2 - A perspective of science in the context of climate change emergency (tbc) - 15 min</p> <p>Interventions - 30 min</p>

15:00 – 16:00	<p align="center">Session II : Food Security and Agrifood Systems</p> <p>Theme 1 - Food security and agrifood systems: nexus and transformations needed (Global Nexus) (Marcello Brito, Consórcio Amazônia Legal) - 15 min</p> <p>Theme 2 - Global scientific advances to enhance food security and adaptation of agrifood systems (CGIAR) - 15 min</p> <p>Interventions - 30 min</p>
16:00 – 16:30	Coffee Break
16:30 - 17:30	<p align="center">Session III: Climate Change and Agrifood Systems Resilience</p> <p>Theme 1 - Strategies to foster adaptation and resilience of agrifood systems (Martial Bernoux, FAO/OCB) - 15 min</p> <p>Theme 2 - Top-down strategies and tools to promote adaptation and resilient decision-making in agriculture. A practical tool for science to communicate with policy making (Aryeverton Fortes, Embrapa) - 15 min</p> <p>Interventions - 30 min</p>
17:30 – 18:00	Conclusion of Day-1 Program
18:00 - 18:15	Group Photo
18:30 – 20:30	Welcome Cocktail will be served at meeting venue
20:30 – 21:00	Transportation from meeting venue (Serpro) to hotel will be provided by G20 Brazil.

DAY 2 (16 MAY 2024 | Thursday) – 13th Meeting of Agricultural Chief Scientists (G20 - MACS)

Time (Hrs, BRT)	Program
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8:20 – 8:50	Transportation from hotel to meeting venue (Serpro) will be provided by G20 Brazil.
9:00 – 10:00	<p style="text-align: center;">Session IV : Forward looking</p> <p>Theme 1 - Global Alliance against Hunger and Poverty - Brazilian Proposal (Renato Godinho, MDS - Chairman of Task Force for a Global Alliance) - 15 min</p> <p>Theme 2 - Bioeconomy and agriculture in the context of the Global Alliance Against Hunger and Poverty (tbc) - 15 min</p> <p>Interventions - 30 min</p>
10:00 – 10:30	Coffee Break
10:30 - 11:30	Introduction of the MACS 2024 Communiqué (Only G20 Member States and invited countries to participate)
11:30 – 12:30	Interventions by participantes
12:30 – 13:30	Lunch will be served at meeting venue
13:30 - 15:00	Discussion on MACS 2024 Communiqué (Only G20 Member States to participate)
15:00 – 15:30	Coffee Break
15:30 - 17:00	Discussion on MACS 2024 Communiqué (Only G20 Member States to participate)
17:00 – 17:30	Conclusion of Day-2 Program
17:30 – 18:00	Transportation from meeting venue (Serpro) to hotel will be provided by G20 Brazil.

DAY 3 (17 MAY 2024 | Thursday) – 13th Meeting of Agricultural Chief Scientists (G20 - MACS)

Time (Hrs, BRT)	Program
8:00 – 8:30	Transportation from hotel to meeting venue (Serpro) will be provided by G20 Brazil.
8:30 - 10:30	Discussion and Finalization on MACS 2024 Communiqué (Only G20 Member States to participate)
10:30 – 10:45	Statements by Incoming Presidency, South Africa and plate transfer ceremony from Brazil to South Africa
10:45 – 11:00	Statement farewell by G20 MACS Chair, Brazil
11:15 – 12:00	Transportation from Serpro to Embrapa Cerrados for the field visit
12:00 – 15:00	Visit to Embrapa Cerrados (field trip). Brunch will be served at the location
15:15 – 16:00	Transportation from Embrapa Cerrados to meeting venue (Serpro)
16:10 – 16:40	Transportation from meeting venue (Serpro) to hotel will be provided by G20 Brazil.

Intervention time during sessions will be conveyed subsequently.

Invitee countries and International Organizations will be provided an opportunity to make interventions in certain specific sessions. Details shall be communicated in due course.




3. ACCOMMODATION


ROYAL TULIP BRASÍLIA ALVORADA / GOLDEN TULIP BRASÍLIA ALVORADA




 Royal/Golden Tulip Brasília Alvorada

 Contact: +55 61 3424-7020 or rtbsba.reservas@goldentulip.com.br

 Location: Setor de Hotéis e Turismo Nortel; Trecho 1, Conjunto 1B – Blocos A e B - Brasília, Brasil.

 Site: <https://royal-tulip-brasilia-alvorada.goldentulip.com/en-us/>

 Special Offer: Customers can use a 20% discount on reception daily rate. Direct hotel reservations are best made via phone or email, with the promo code "G20" available for additional benefits.


Scan the QR Code to access
the hotel site.





MELIÁ BRASIL 21




MELIÁ BRASIL 21

 Contact: +55 61 3218 4700 or melia.brasil21@melia.com

 Location: Localização: Setor Hoteleiro Sul; Edifício Brasil 21; Quadra 6 - Conjunto A - Bloco D - Asa Sul – Brasília, Brasil.

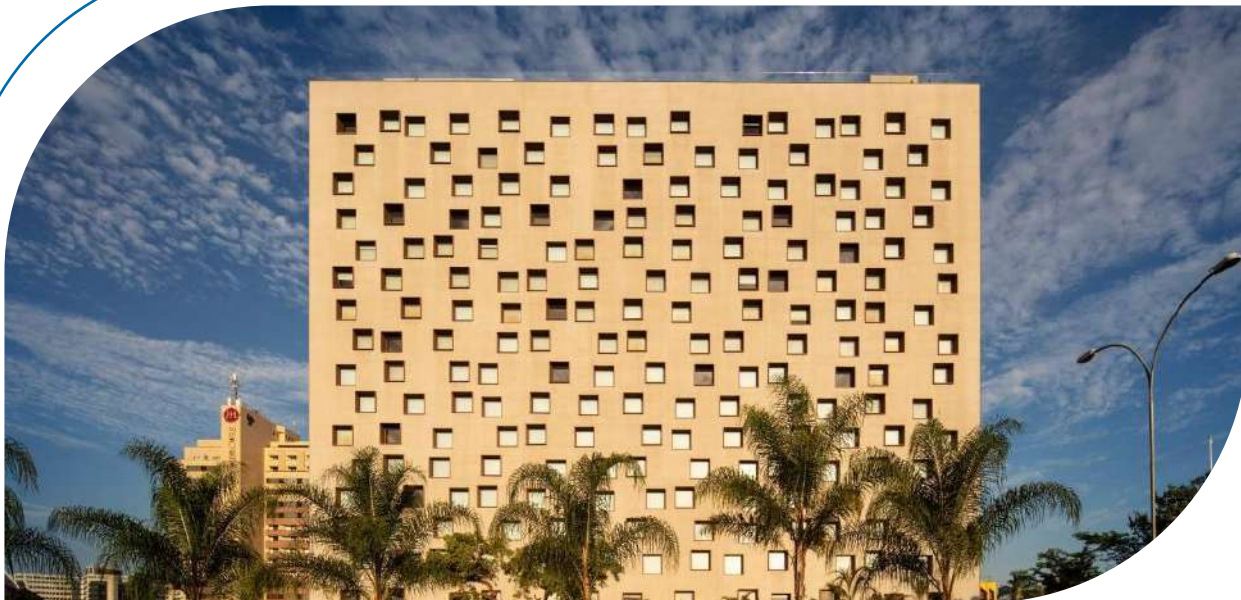
 Site: <https://events.melia.com/en/events/melia-brasil-21/G20-2024-01.03-TO-20.05>

 Special Offer: Customers receive greater discounts with early and predictable bookings. Cancellations are free up to 15 days before arrival. The best channel for making direct hotel reservations is the website.


Scan the QR Code to access
the hotel site.




B Hotel





B Hotel

 Contacts: +55 61 9655-9335, +55 61 98185-8369,
amanda.rodrigues@bhotelbrasil.com.br or igor.ventura@bhotelbrasil.com.br

 Location: Setor Hoteleiro Norte; Quadra 5 - Lote L - Bloco J - Asa Norte - Brasília, Brasil.

 Site: <https://bhotelbrasil.com.br/10/>

 Reservations: <https://bhotelbrasil.letsbook.com.br/reserva/selecao-de-quartos?codigoHotel=14&numeroAdultos=1&promocode=G20&checkin=2024-03-08&checkout=2024-03-09&criancas=&r=78f182fbb32f48ed9a560b85d9211cdc&p=G20>

 Special Offer: Discount of 15% on the flexibe rate.


Scan the QR Code to access
the hotel site.



Windsor Plaza Hotel & Windsor Brasília



Windsor Plaza Hotel & Windsor Brasília


 Contacts: +55 61 99318-3960, +55 61 2195-1100 or clsilva@windsorhoteis.com.br

 Location:

- Windsor Plaza Hotel: SHS Quadra 05 Bloco H - Asa Sul, Brasília - DF, 70322-912.
- Windsor Brasília: SHN Quadra 01 - Conj. A - Bl A - CEP 70701-010.

 Site:

- Windsor Plaza Hotel: <https://www.windsorhoteis.com/hotel/windsor-plaza-brasilia/>
- Windsor Brasília: <https://windsorhoteis.com/hotel/windsor-brasilia/>

 Special Offer: Promocode "G20BR". For reservations of more than 10 apartments, we make a special negotiation.

Scan the QR Code to access
the hotel site.



Qr Code of:

Windsor Plaza
Brasília



Qr Code of:

Windsor Brasília

Mercure Brasilia Lider Grand & Mercure Brasilia Eixo Monumental



Mercure Brasilia Lider Grand & Mercure Brasilia Eixo Monumental



Contacts: +55 61 99115 1306 or mateus.mota@accor.com



Location:

- Mercure Brasilia Lider Grand: SHN Q 5 Bloco I - Asa Norte, Brasília - DF, 70705-912.
- Mercure Brasilia Eixo Monumental: Setor Hoteleiro Norte quadra 5, Bloco G 70705913 BRASILIA.



Site:

- Mercure Brasilia Lider Grand: <https://all.accor.com/hotel/3627/index.pt-br.shtml>
- Mercure Brasilia Eixo Monumental: <https://all.accor.com/hotel/3632/index.pt-br.shtml>



Special Offer: 20% discount inform by email promotional code: "G20".

Scan the QR Code to access the hotel site.



Qr Code of:

Mercure
Brasilia Lider
Grand




Qr Code of:


Mercure Brasilia
Eixo
Monumental

Cullinan Hplus Premium & Athos Bulcão Hplus Executive




Cullinan Hplus Premium & Athos Bulcão Hplus Executive


 Contacts: +55 61 99987-0728, +55 61 3433-3875, eventos@hplus.com.br or reservas@hplus.com.br

 Location:

- Cullinan Hplus Premium: SHN Q. 4 Bloco E - Asa Norte, Brasília - DF, 70297-400
- Athos Bulcão Hplus Executive: SHN Q. 5 BL D - Asa Norte, Brasília - DF, 70705-000

 Site:

- Cullinan Hplus Premium: <https://www.hplus.com.br/hoteis/cullinan-hplus-premium/>
- Athos Bulcão Hplus Executive: <https://www.hplus.com.br/hoteis/athos-bulcao-hplus-executive/>

 Special Offer: Promotional code for bookings with 20% discount for the G20 group: G20BSB2024 Validity: 10/25/2024.

Scan the QR Code to access the hotel site.



Qr Code of:
Cullinan Hplus
Premium



Qr Code of:
Athos Bulcão
Hplus Executive



4. ACCREDITATION

ACCREDITATION:

1. Please take note of the number of delegates which can be accredited to access the venue (SERPRO'S REGIONAL OFFICE):
 - G20 members: 1 + 3 (Head of Delegation + Delegates)
 - Invited Countries and International Organizations: 1 + 2 (Head of Delegation + Delegates).

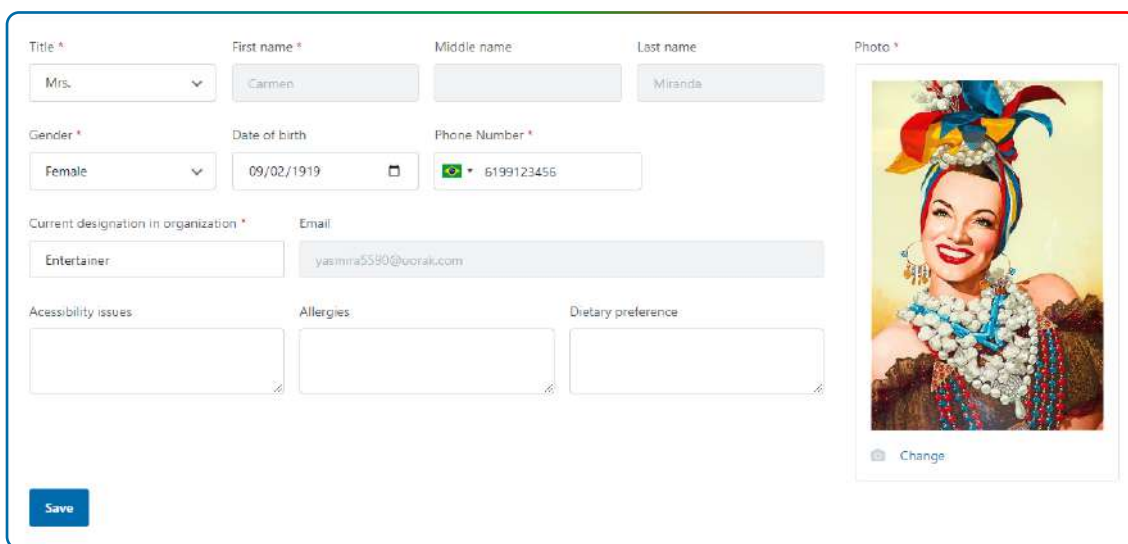
ACCREDITATION SYSTEM

2. The accreditation system will be available from **April 15th to May 8th, 2024**
3. Each participant country, institution or international organization must nominate a Delegate Accreditation Officer (DAO) by e-mail. Please inform the DAO's name, position and contact information. The DAO will coordinate the registration process of his/her respective delegation. For more details, contact: macs.g20.brazil@embrapa.br
4. Please take note that the accreditation process is an invitation-based system. Invitations are sent by e-mail to the delegates nominated by the DAO.
5. The Secretariat will issue individual badges for all accredited delegates, according to the information provided by the DAO.

DAO REGISTRATION PROCEDURE

6. The DAO will receive a link by e-mail with an invitation to register at the accreditation system. By clicking the link, the DAO will be directed to the following website: <https://g20.org/accreditation>.
7. By clicking "Register," the DAO will be directed to a verification page comprising three stages for creating an account. The initial stage involves entering an e-mail ID.
8. For the second stage, a verification code will be sent to the e-mail inbox. The DAO should proceed to apply it during the validation phase and please be mindful of the expiration time allotted for the code.

9. Finally, for the last stage, the system will prompt the DAO to create a password, following security settings.
10. The DAO should use the registered e-mail and password to log into the system. When logging in for the first time, the DAO's profile should be completed, by inputing personal information.



A screenshot of a user profile registration form. The form includes the following fields:

- Title ***: Mrs. (dropdown)
- First name ***: Carmen
- Middle name**: (empty)
- Last name**: Miranda
- Gender ***: Female (dropdown)
- Date of birth**: 09/02/1919
- Phone Number ***: 6199123456 (with a Brazilian flag icon)
- Current designation in organization ***: Entertainer
- Email**: yasimma5590@coral.com
- Accessibility issues**: (empty text area)
- Allergies**: (empty text area)
- Dietary preference**: (empty text area)
- Photo ***: A photo of a woman in traditional Brazilian carnival attire, with a "Change" button below it.
- Save**: A blue button at the bottom left.

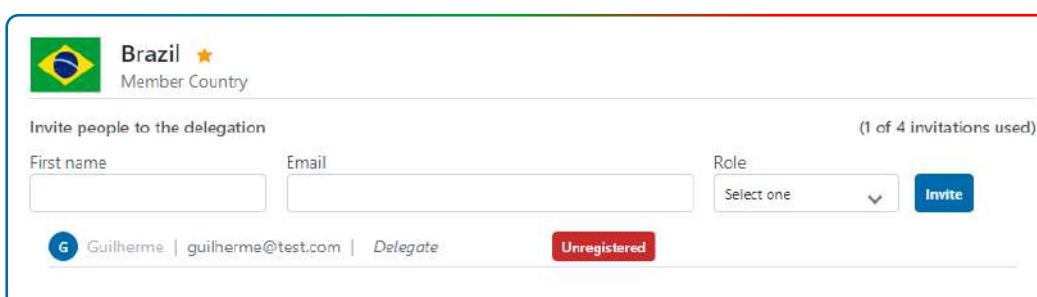
11. After setting his/her profile, the DAO will be able to visualize and access the G20 events to which he/she invited.
12. The DAO is responsible for coordinating the registration of his/her delegation. This should be done by sending invitations to the member of his/her delegation through the accreditation portal. Please take note that a maximum number of credentials will be offered for each delegation (see item 1).



A screenshot of an event invitation card. The card features:

- Event Details**:
 - Sherpa** (role)
 - 21-23 Feb** (dates)
 - Technical** (category)
 - 1st Global Alliance against Hunger and Poverty Task Force Meeting** (event title)
 - TF - Global Alliance Against Hunger and Poverty** (event subtitle)
- MANAGE DELEGATION** button with a right-pointing arrow and a person icon.

13. Please inform the role of the member of your delegation among the following: Head of Delegation (HoD); Delegate; Media; and Security.



A screenshot of a delegation invitation form for Brazil. The form includes the following elements:

- Member Country**: Brazil (with a star icon)
- Invite people to the delegation** (1 of 4 invitations used)
- First name**: (empty text input)
- Email**: (empty text input)
- Role**: Select one (dropdown menu)
- Invite**: A blue button
- Example Entry**:
 - G** Guilherme | guilherme@test.com | Delegate
 - Unregistered** (red status tag)

DELEGATES REGISTRATION PROCEDURE

14. Registration is a two-step process.
15. First, delegates must register to the accreditation portal by accessing the invitation link received by e-mail. The procedure is identical to the DAO registration. Please follow steps 5 to 8.
16. After the registration, delegates will have access to the list of G20 meetings he/she is invited to attend. The delegate must then register to the meeting he/she would like to participate by clicking "accredit".



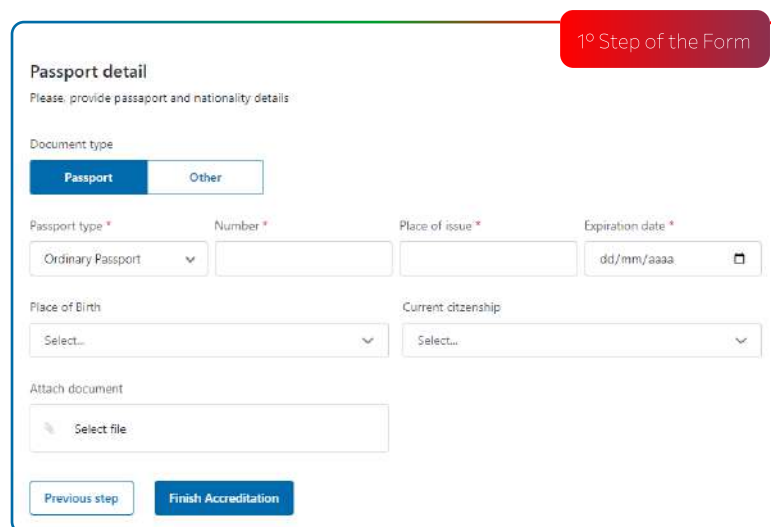
Sherpa
21-23
Feb
Technical

1st Global Alliance against Hunger and Poverty Task Force Meeting
TF - Global Alliance Against Hunger and Poverty

Pending Accreditation

Accredit

17. Additional information will be requested (passport number, flight details and accommodation). Please provide all the requested information, as it will be used to facilitate the migration and customs procedures for G20 delegates. You can always go back in the system to update your travel information, should it be necessary.



Passport detail
Please, provide passport and nationality details

Document type
Passport Other

Passport type * Number * Place of issue * Expiration date *

Ordinary Passport [] [] dd/mm/aaaa []

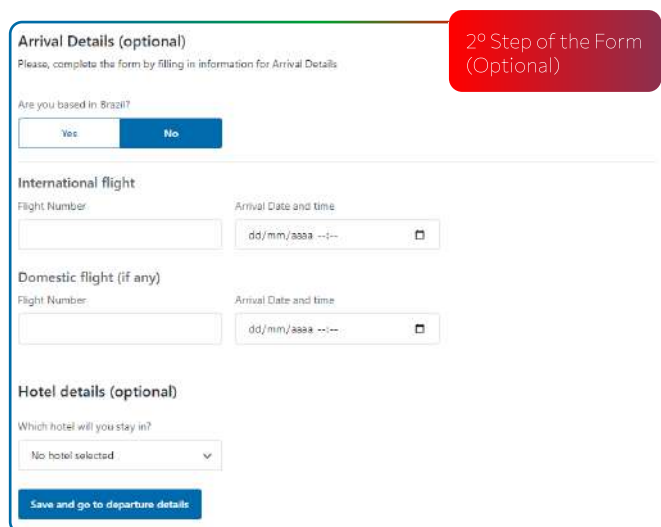
Place of Birth Current citizenship

Select... Select...

Attach document
Select file

Previous step Finish Accreditation

1º Step of the Form



Arrival Details (optional)
Please, complete the form by filling in information for Arrival Details

Are you based in Brazil?
Yes No

International flight
Flight Number: [] Arrival Date and time: dd/mm/aaaa --:-- []

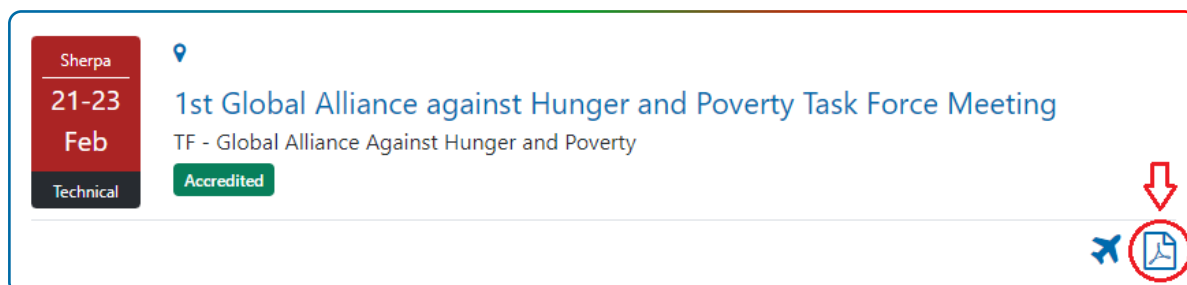
Domestic flight (if any)
Flight Number: [] Arrival Date and time: dd/mm/aaaa --:-- []

Hotel details (optional)
Which hotel will you stay in?
No hotel selected []

Save and go to departure details

2º Step of the Form (Optional)

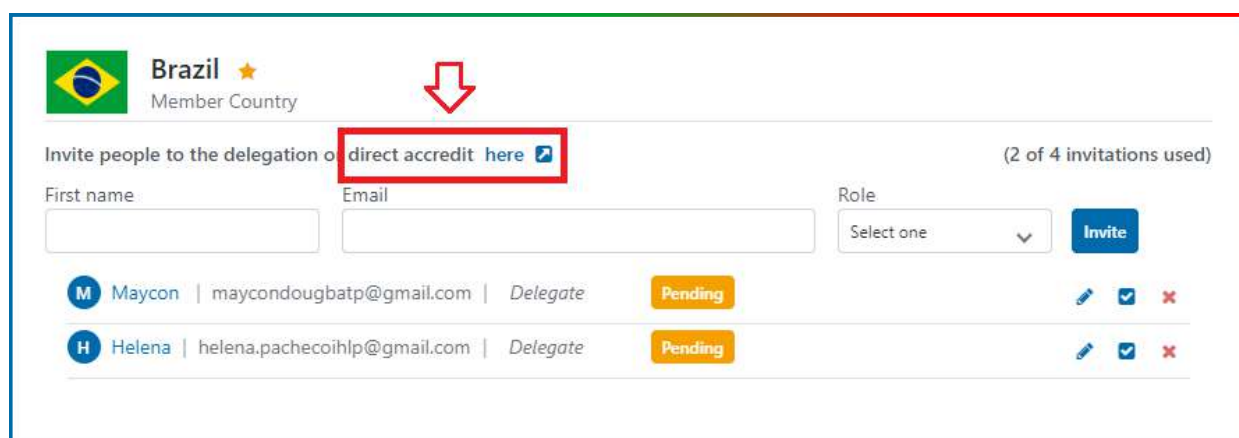
18. The system will generate an accreditation letter to the G20 event you just registered. After concluding your registration, please click on the PDF button to print or save your accreditation letter.



ALTERNATIVE ACCREDITATION PROCEDURE

19. The DAO can also directly register members of his/her delegation, taking into account the maximum number of credentials available.

20. To register members of your delegation directly, please click the direct accredit button



21. Each delegate must have a unique email address associated to his/her account. Thus it is not possible to use the same email for registering more than one delegate.



5. VISA REQUIREMENTS

DIPLOMATIC AND OFFICIAL/SERVICE PASSPORTS

- Brazil has visa exemption agreements for stays of up to 90 days (or 30 days*) for holders of Diplomatic and Official/Service Passports with the following G20 Member States countries: Argentina, China, France, Germany, India, Indonesia*, Italy, Japan, Mexico, Republic of Korea, Russia, South Africa, United Kingdom, and Turkey.

OTHER PASSPORT TYPES

- For holders of other passports types, visa exemption agreements apply for visits of up to 90 days (or 30 days*) for nationals of the following G20 Member States: Argentina, France, Germany, Indonesia*, Italy, Japan, Mexico, Republic of Korea, Russia, South Africa, United Kingdom, and Turkey. There is also a special visa waiver for up to 90 days visits for holders of ordinary passports from Australia, Canada and the United States, valid until April 9, 2024.
- Holders of passports not mentioned in the paragraphs above are encouraged to check their visa requirements at:

<https://www.gov.br/mre/pt-br/assuntos/portal-consular/QGRVsimplesing12JAN24.pdf>

Whenever necessary, they must reach out to the Brazilian consular authorities in their country of residence and apply for a visa. The Brazilian government will grant courtesy visas (VICOR), at no cost, to delegates attending meetings under the official agenda of the Brazilian G20 Presidency.

- Visa applicants must present either a proof of accreditation at an official G20 event or a Verbal Note from their country's Ministry of Foreign Affairs. Accreditation letters will be issued to all registered delegates. They can be downloaded from official G20 accreditation portal (<http://g20.gov.br/accreditation>) by logging to registered accounts (see item 4.19 above).

Scan the QR Code to learn
more about entry
requirements





6. IMMIGRATION, CUSTOMS & AIRPORT TRANSFERS

- Brazilian authorities will facilitate and expedite immigration procedures for foreign delegates participating in G20 meetings.
- Brasília hosts an international airport (BSB Aeroporto Internacional de Brasília Presidente Juscelino Kubitschek) with connections to Buenos Aires (GOL, Aerolineas Argentinas), Lima (LATAM), Panama City (COPA), Miami (GOL), Orlando (GOL) and Lisbon (TAP).
- Waiting times in São Paulo/Guarulhos International Airport may be longer than usual. Please allow extra time for flight connection procedures.

○ If you are entering the country through another connection, please take note that all international passengers arriving in Brazil must pick up their luggage at the airport of entry for customs clearance. After immigration procedures, pick up your luggage, go through customs, and then drop it off at the domestic carrier transfer desk. After that, passengers will have to go to the domestic flight gate.



7. PLACES TO VISIT

SQUARE OF THE THREE POWERS

The Square of the Three Powers is the political center stage of the country, hosting the headquarters of the three powers of the State: the Planalto Palace (Executive Power), the National Congress (Legislative Power) and the Federal Supreme Court (Judicial Power). The Square and the buildings that surround it are the work of Oscar Niemeyer and Lúcio Costa.

Opened in 1992, Espaço Lúcio Costa is a themed museum dedicated to the architect, urban planner and professor Lúcio Costa, winner of the National Competition for the Brasília Pilot Plan, who defined the city's project.



NATIONAL MUSEUM OF THE REPUBLIC / METROPOLITAN CATHEDRAL

The National Museum of the Republic (MuN) is part of the Cultural Complex of the Republic, together with the National Library of Brasília, and was inaugurated on December 15, 2006. MuN's mission is to promote visual arts for all audiences, and to be a space to encourage curiosity, raise awareness and produce knowledge.

The Metropolitan Cathedral - Nossa Senhora Aparecida or simply Brasília's Cathedral, is a Brazilian Catholic temple and the chair of the Archdiocese of Brasília. Its architecture was designed by Oscar Niemeyer and is considered to be his masterpiece.



BANCO DO BRASIL CULTURAL CENTER

The Banco do Brasil Cultural Center aims to bring together, in one place, all possible forms of art and creativity. The place has large living spaces, bistro, art galleries, cinema room, theater, central square and gardens, where exhibitions, musical shows, film screenings and performances are held.



TV TOWER

The TV Tower is a visual landmark in Brasília, capable of offering a broad view of the city's organization. It is the second tallest structure in Brazil, at 230 meters high. The project was signed by Lúcio Costa, architect and urban planner who designed Brasília.





8. GENERAL INFORMATION

The payment methods used in Brazil are credit/debit cards and cash (Brazilian reais). MasterCard and Visa card flags are generally accepted in most business. However, it is important to note that many tourist attractions only accept cash payments.

To exchange currency, it is necessary to go to an exchange office such as Western Union, DayCâmbio, Rede Câmbio Seguro, Confidence Câmbio, among others, many of which operating in Brazilian airports.

Furthermore, cash withdraw from ATM machines is easy and available all over the country.

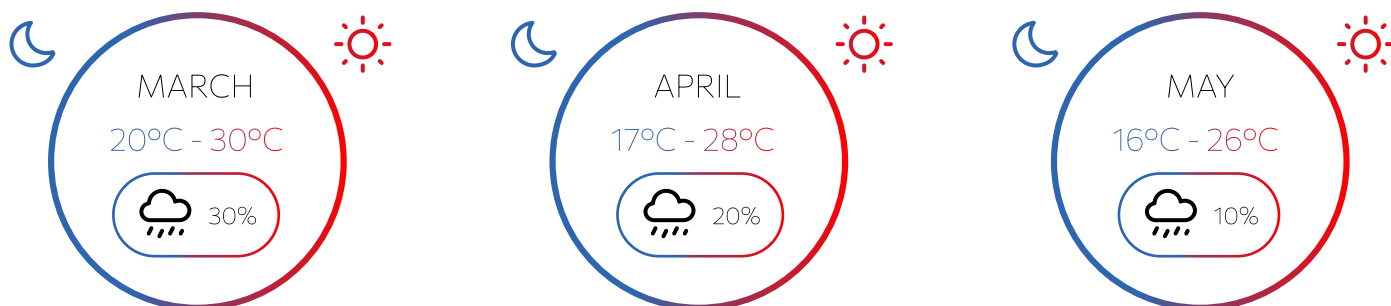


Voltage and power sockets: Electricity voltage in Brazil varies between 110V and 220V depending on the location. Many Brazilian hotels offer sockets for both voltages, and you can easily find portable voltage transformers in electrical supply stores. The voltage in Brasilia is 220V.

The sockets in Brazil are type N and have the standard 3-pin sockets. For safety, the sockets are recessed, so connection and power only occur when the plugs are fully inserted into the socket to prevent accidental contact with energized plugs.



Climate: Brazil is a tropical country. The average annual temperature is 28°C in the Northern part of the country and around 20°C in the South.



Health advice and proof of vaccination: There is no mandatory requirement of proof of vaccination to enter the country. Vaccination or Covid-19 tests are no longer required for entry into the country.

The Brazilian Ministry of Health recommends international travelers to update their vaccination status prior to arrival in Brazil, following the guidelines of the vaccination calendar of their country of origin (in particular concerning vaccines against yellow fever, polio, measles, rubella, diphtheria and tetanus).

The use of insect repellents is recommended in order to prevent mosquito bites and the transmission of dengue, zika and any other vector-borne diseases.