



25 November 2013

Dear Colleagues,

The Host Coordination Committee United Nations Inter-Agency Games New York 2014 is pleased to confirm that the 41<sup>st</sup> United Nations Inter-Agency Games (UNIAG) will be held at Hofstra University in Hempstead, Long Island, NY from 23 to 27 April 2014.

The Event will begin on Wednesday 23 April 2014 (day of arrival) and end on Sunday 27 April 2014 (day of departure). The competitions will begin on Thursday and the closing and awards ceremonies will be held on Saturday evening. More information on the venue, rules, disciplines, etc. can be found through the IAG website which has a direct link to the IAG 2014 duty station website: [www.interagencygames.org/iag2014](http://www.interagencygames.org/iag2014)

### **Who can participate**

In accordance with General Rule 14, any person of a participating organization or agency who has served under contract, including supernumeraries, for at least three months or who holds a contract of at least three months' duration and, in either case, holds a contract effective at least one month before the IAG opening and during their entire duration, is eligible for selection as a member of a team. Any person who has retired from any participating organization or agency is also eligible to participate in the UNIAG.

Participating organizations/agencies must normally be listed on the United Nations System document [www.unsystem.org](http://www.unsystem.org), please contact us if your organization is not listed therein but would like to participate.

### **The disciplines**

The staff of the United Nations Headquarters in New York, invite your organizations/agencies to form teams in the following disciplines:

1. Athletics (men): minimum 4 – maximum 6
2. Athletics (women): minimum 3 – maximum 5
3. Badminton: minimum 3 men and 1 woman – maximum 5 men and 3 women
4. Basketball: maximum 12 players
5. Bridge: minimum 4 – maximum 6 players
6. Chess: minimum 5 – maximum 6 players
7. Cricket: minimum 6 players maximum 12 players
8. Darts: minimum 6 – maximum 8 players
9. Futbol (men): minimum 7 – maximum 12
10. Futbol (women): minimum 7 – maximum 12
11. Golf: minimum 4 – maximum 6 maximum
12. Pétanque: 3 per triplet plus maximum 2 reserves, max 3 triplet per organization
13. Swimming (men and women): minimum 4 – maximum 5
14. Squash: minimum 3 men and a maximum of 4 men and 1 woman, plus one optional reserve
15. Table Tennis (men): minimum 3 – maximum 5
16. Table Tennis (women): minimum 2 – maximum 3
17. Tennis: 10 per team (5 men and 5 women)
18. Volleyball (men and women): minimum 6 players without a libero, maximum 10 players with a libero

**Possible Additional Disciplines:** (Inclusion of these disciplines depends on the number of participants and the cost of their inclusion, if any)

19. Flagfootball (men): minimum 8 – maximum 12
20. Netball (women): minimum 7 – maximum 12
21. Softball coed: minimum 9 – maximum 12

Please remember that participants can compete in only one discipline. Registered supporters are not allowed to play in any discipline.

Complete rules for each discipline are available on the New York IAG website through the link: <http://www.interagencygames.org/iag2014>.

At the moment, there are no restrictions on the number of teams per discipline submitted for participation by any organization. In accordance with the General Rules of the Games, mixed teams are permitted and they should not be created to make a “strong” team. Whenever possible, organizations should endeavour to form complete teams. In recent years participation levels in some disciplines have somewhat diminished. We therefore inform you that in case there are less than four teams in any discipline, we reserve the right to cancel it from the 41<sup>st</sup> UNIAG.

### **Organizational matters**

The organizers of the individual organizations have to ensure that the lists of participants are stamped and signed by the HR department of the organization in which the participant holds a contract. Failing to comply with this requirement will be addressed immediately and may prevent uncertified staff from participating.

The first Control Commission is scheduled for Wednesday 23rd at 16:30 hrs (Marriott Hotel)

The Captains’ meeting is scheduled for Wednesday 23rd at 17.30 hrs (Marriott Hotel)

The opening ceremony with welcome cocktails will start be on Wednesday 23rd at 20.00 hrs (Cradle of Aviation)

### **IAG registration fee:**

#### **PLAYERS and SUPPORTERS**

**The package is USD 700 per person for a shared double or twin room, USD 950 for a single room.**

Children up to two years old included will be accommodated free of charge.

Children from 3 to 14 years old will pay USD 300.

Children above 14 will be considered as adults, and will be full price

Additional nights before or after the dates of the 41<sup>st</sup> UNIAG, depending on the hotel, are USD 300 to USD 200 per night for single rooms and USD 250 to USD 170 per double rooms.

Payment for these extra nights is to be made directly to the hotel during the Games but the reservations can be made at registration through the IAG registration tool.

The package price includes four nights in the hotel with breakfast, dinner, access to swimming pools and fitness room, Wi-Fi, Opening ceremony, Gala Dinner at closing ceremony, awards, souvenirs, Transportation from airport and to all of the events. Free parking will be available at hotels.

**Kindly be informed that participation in the Games is subject to the above package deal. Private accommodation arrangements will not be accepted. Access to the hotel and events will be controlled with an appropriate pass system. Failure to provide the appropriate pass will prevent access to the facilities or events organized for the IAG.**

We request that you to transfer 50% of the participation fee before **Friday, 24 January 2014** at the latest and the balance by **Friday, 7 March 2014**.

**Any request for a refund should be justified either by a medical certificate or by work obligations such as travel on mission. No cancellation will be accepted after 14 March 2014.**

**Please send transfer receipt of money transfer and list of participants.**

### **Registration Deadline**

**The registration deadline is Friday, 28 February 2014.** The registration tool will be closed after this date.

**Deadline for payment is set for Friday, 7 March 2014.** Nevertheless, we encourage all focal points to transfer the funds as early as possible.

Beyond this date, the IAGOC reserves the right to accept or reject further registrations.

The registration of the teams should be made exclusively by the organizers of participating organizations on the official interagency website, the details of which will be provided directly to the organizers. Participants should ensure that their leave is approved prior to registering.

### **Transportation:**

Transfers will be made **ONLY** from/to John F. Kennedy Airport in New York. During the Event, complimentary transportation will be provided to and from the hotels and discipline sites, as well as between the various disciplines. In addition, there will be complimentary transportation between all locations involved in the Event.

Transportation for arrivals prior to 23 or after 27 April 2014 can be organized free of additional charge, however participants will have to indicate this need in the registration tool along with the additional nights.

### **Cancellation:**

**Full reimbursement of the IAG package cost will only be possible for cancellations up to Friday 14 March 2014.**

We reserve the right to assess refunds for cancellations after that date on a case-by case basis.

### **Security**

The UN Department of Safety and Security (UNDSS) recommends that each participant register in the common security system DRITS. This would allow UNDSS to know who is at the Games and to react efficiently in case of any unexpected event. We strongly encourage individuals to register into the system which is available at <https://dss.un.org/dssweb/Home.aspx> and create a request in TRIP. If you are not already registered, you may need to create a new profile.

### **Entry visas (VERY IMPORTANT)**

Kindly ensure that all participants have the necessary visas for the United States (and any countries they may need to travel through) and that they apply as early as possible to ensure that the visa is available on time. We would recommend immediate action to ensure visa availability. The US authorities have been alerted and invitation letters can be provided on request to facilitate visa requests. There will no reimbursement for no-show due to visa-related problems.

### **Medical certificates:**

It is strongly recommended that all participants, for their own safety, consult with their general practitioner before engaging in any sporting activity in order to obtain medical certificate.

Participants and supporters are responsible for their own medical insurance. The host organizations will not be held liable.

**Miscellaneous:**

We would like to remind participants that they must have official picture identification with them.

For further details please contact your respective IAG organizers, in each duty station.

Organizers having specific questions should contact: [iagny@un.org](mailto:iagny@un.org)

The NY IAG Coordination Committee looks forward to receiving you in New York.

Sincerely yours,

Cristina Silva, Chairperson  
NY IAG Coordination Committee