

How to Register for the Africa- Arab Platform on Disaster Risk Reduction

Important Notes:

- Registration can only be done using Google Chrome and Mozilla Firefox. Internet Explorer is **not** supported.
- You will be required to provide passport details and upload a scan of your passport bio-data page. Your passport must be valid until at least, April 15, 2019.

Step 1: Create a User Account for Indico Conference Management Site

1. Go to: <https://reg.unog.ch/event/23969/>
2. Click on Register Now
3. If this is your first time on Indico and you have no user account, click on “Create Account”.
4. Fill in all the fields to create your Indico User account and click on “Confirm” – **fields marked with a red asterisk are compulsory.**
5. The system will automatically send you a link to activate your account - check your spam mail folder for the activation email!
Activate your account using the link sent to your email address.

Step 2: Register for the Africa – Arab Platform

1. Proceed to <https://reg.unog.ch/event/23969/> to register for the Platform
2. Insert your Username & Password to access the registration page for the Platform.
3. Click on Register Now
4. Fill in all the fields – **fields marked with a red asterisk are compulsory. Your passport must be valid until at least, April 15, 2019.**
5. Once all fields are filled, you will receive a message on the screen confirming that you have successfully completed the registration process.
6. You will receive an email confirming that your registration request is being processed and verified.
7. You will receive an email to confirm that you have successfully been registered once processing is completed.

Should you encounter any problems with the registration, please contact: UNISDR-AfRP@un.org.