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November 2022

ENGLISH ONLY

**UNITED NATIONS
ECONOMIC COMMISSION FOR EUROPE**

15th meeting of the Standing Working Group on Ageing

21-22 November 2022

Policy Seminar on Ageing

23 November 2022

LOGISTICAL INFORMATION

The meetings will be held at the Palais des Nations, Geneva, Switzerland,

I. GENERAL INFORMATION AND REGISTRATION

The United Nations Economic Commission for Europe (UNECE) will hold the 15th Meeting of the Standing Working Group on Ageing in Geneva, Switzerland on 21-22 November 2022. This meeting will be followed by the Policy Seminar on Ageing on 23 November 2022.

The meetings are open to representatives of all UNECE member States. Representatives of other Member States of the United Nations, specialized agencies of the United Nations, other intergovernmental organizations and non-governmental organizations in consultative status with the Economic and Social Council (ECOSOC) may also participate in a consultative capacity. All delegates must be accredited by the competent authority of their country or international organization. Representatives of academia and non-governmental organizations may also register and will be able to participate subject to available capacity.

Participants attending the meeting must **register online** by Friday 7 November 2022 by completing the appropriate registration form(s):

- [Registration form for the 15th meeting of the Standing Working Group on Ageing](#)
- [Registration form for the Policy Seminar](#)

The working languages of the 15th meeting of the Standing Working Group on Ageing are **English, Russian and French** and the working languages of the Policy Seminar are **English and Russian**. Simultaneous interpretation will be provided in these languages.

Timetables, papers, presentations and other documents for the meetings will be made available on the meeting web pages of the [15th meeting of the Standing Group on Ageing](#) and the [Policy Seminar on Ageing](#) respectively.

Participants are encouraged to download papers from the websites and, where feasible, use electronic devices to read them in order to minimize paper use. Documents posted on the websites will not be distributed in the meeting rooms.

II. VENUE



The meetings will be held at the Palais des Nations in Geneva, Switzerland.

Further details on the rooms in which the meetings will be held, and other important logistical information, will be communicated by e-mail to all registered meeting participants several days before the meeting.

In order to enter Palais des Nations, all participants need to collect an access badge.

Please read the following instructions carefully as, due to current renovation work, the procedure for entering the Palais des Nations has changed temporarily.

To obtain an access badge to enter the Palais des Nations, you first should go to the UN Pass and ID Accreditation Services located at the **Villa Les Feuillantines** (please see the maps below):

Address: Avenue de la Paix 13, 1211 Genève 10

Public transportation: Tram 15 or Buses: 5, 8, 11, 20, 22, F (stop "Nations")

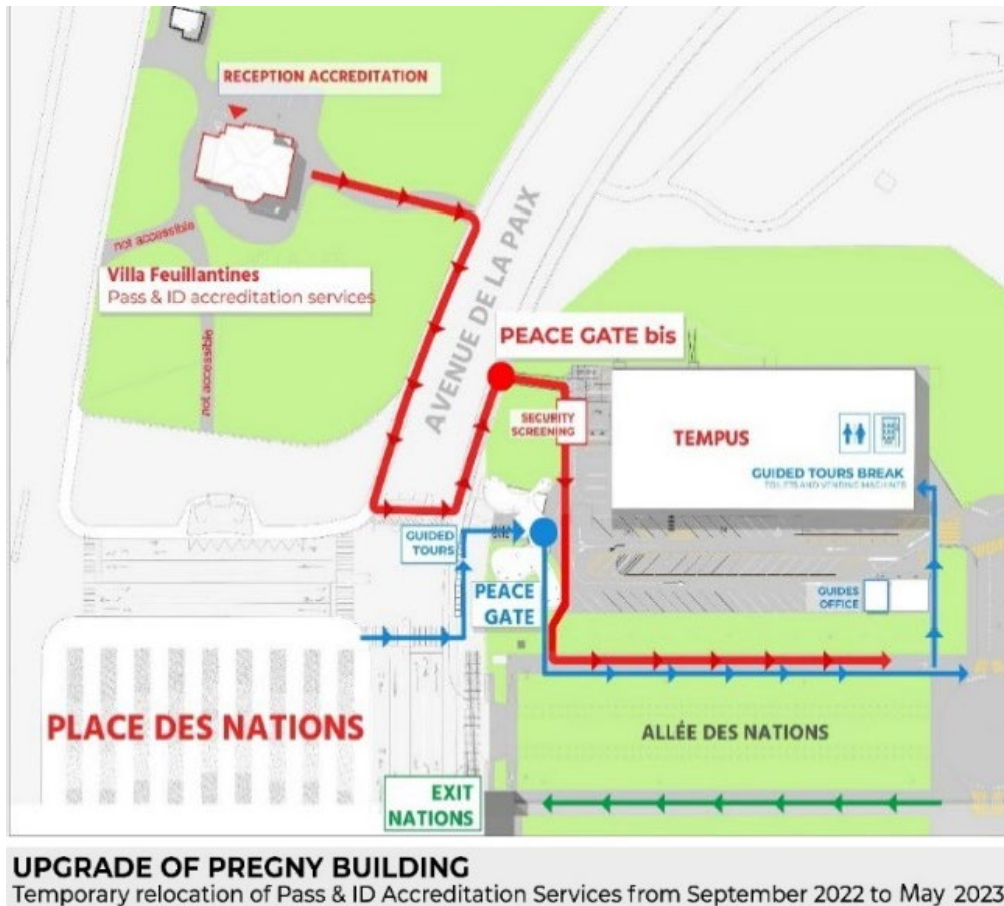
Working hours: from 08:00 to 16:45 on weekdays.

Please bring your photo ID (e.g., passport, or national identity card for EU citizens) to present it at the UN Pass and ID Accreditation Services on the first day of the meeting. Your entry badge will last for the duration of the meeting for which you have registered.

If you have registered for both the Standing Working Group on Ageing and the Policy Seminar, you are advised to request the badges for **both meetings at once** when you visit the UN Pass and ID Accreditation Services on the first day of the Workshop. This will save you time as you will not need to stand in line again on the first day of the Policy Seminar.

It is advisable to arrive at the Villa Les Feuillantines 1-1.5 hours before the meeting to collect your badge and make your way to the meeting room. It may take time to find the Villa Les Feuillantines and there may be a long queue to obtain your badge, as well as to enter the Palais des Nations, due to other meetings starting on the same day. After entering the Palais des Nations grounds, you may need to allow up to 15 minutes to walk to the meeting room.

Following issuance of your badge(s) and during the whole period of validity of your access badge(s), you may access Palais des Nations through the new Peace Gate “bis”, which is across the street from Villa Les Feuillantines. To enter you must show your badge to the UN Security staff.



For identification and security reasons, participants are requested to wear their badges at all times while inside the Palais des Nations.

Due to security procedures, we advise participants not to bring any large items of luggage to the Palais des Nations as such luggage is not permitted in the building. You may bring into the Palais only the type of luggage that is normally considered as carry-on luggage by airline companies e.g., computer bags, rucksacks and handbags.

You will find a map of the Palais de Nations on the next page (note that the cafeteria is open but all other services in the A, B, C, D and S buildings, except for the Safi, are closed).

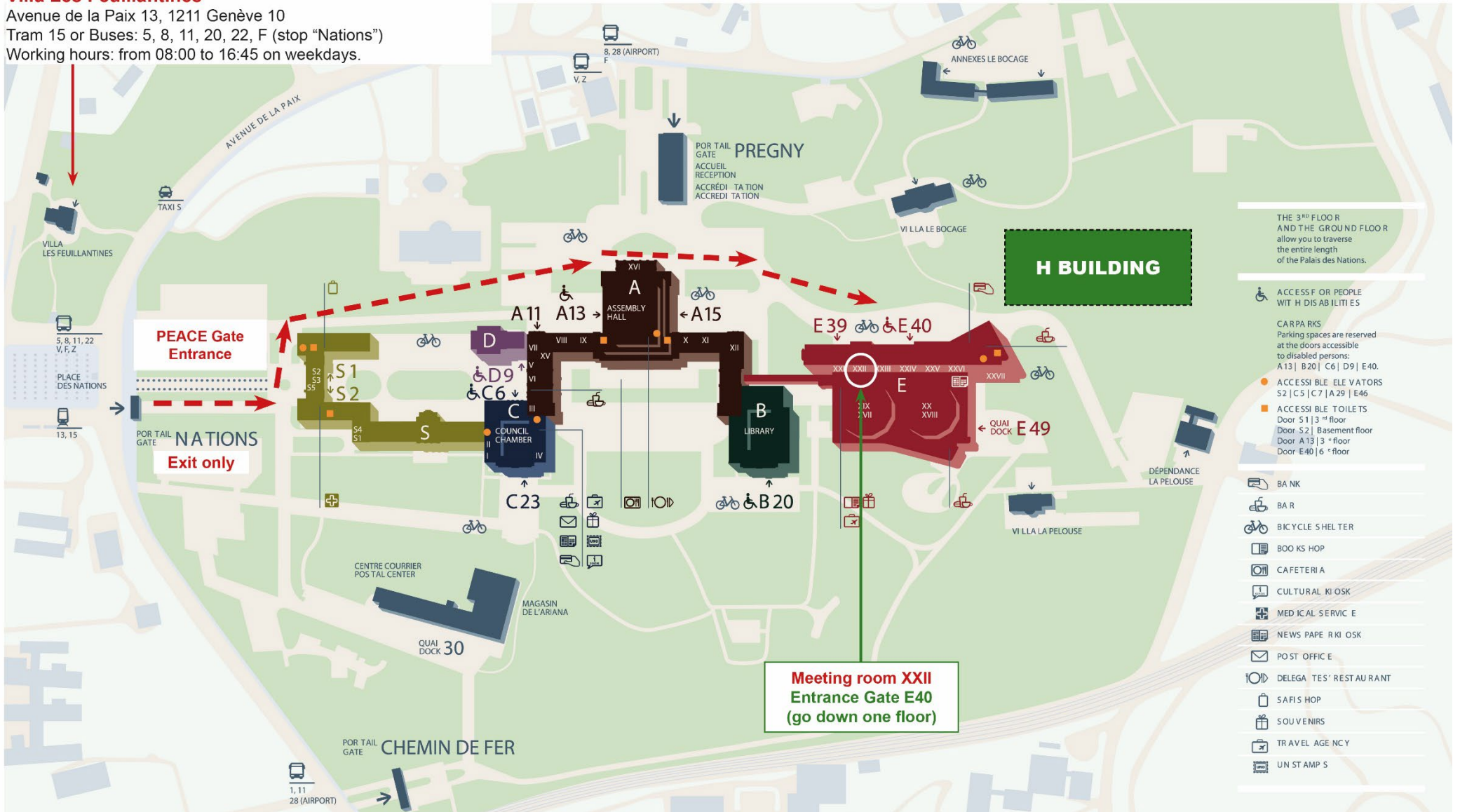
The 15th meeting of the SWGA will be held in room XXII located in building E. This room is accessible via door E40. The way to reach this door is indicated on the map on the next page by red arrows. Once in the E building you will have to take the escalators to go down one floor.

Villa Les Feuillantines

Avenue de la Paix 13, 1211 Genève 10

Tram 15 or Buses: 5, 8, 11, 20, 22, F (stop "Nations")

Working hours: from 08:00 to 16:45 on weekdays.



THE 3RD FLOOR AND THE GROUND FLOOR allow you to traverse the entire length of the Palais des Nations.

ACCESS FOR PEOPLE WITH DISABILITIES

CAR PARKS
Parking spaces are reserved at the doors accessible to disabled persons:
A13 | B20 | C6 | D9 | E40.

ACCESSIBLE ELEVATORS
S2 | C5 | C7 | A29 | E46

ACCESSIBLE TOILETS
Door S1 | 3rd floor
Door S2 | Basement floor
Door A13 | 3rd floor
Door E40 | 6th floor

- BANK
- BAR
- BICYCLE SHELTER
- BOOKSHOP
- CAFETERIA
- CULTURAL IOSK
- MEDICAL SERVICE
- NEWSPAPER KIOSK
- POST OFFICE
- DELEGATES' RESTAURANT
- SAFESHOP
- SOUVENIRS
- TRAVEL AGENCY
- UNSTAMPS

**Meeting room XXII
Entrance Gate E40
(go down one floor)**

III. ACCOMMODATION

Participants and/or their offices are requested to make their own travel arrangements and hotel reservations. Our funding partners will contact separately those participants whose participation is funded by them, regarding their travel arrangements.

It is advisable to book your hotel well in advance as available rooms may be limited due to other meetings and events taking place in Geneva at the same time. A list of hotels and other valuable information about Geneva are available on the following website: <https://www.geneve.com/en/>.

The following accommodation options are close to the Palais des Nations:

- The closest hotel to Palais des Nations is the 5-star Intercontinental.
- There are several 3- and 4-star hotels near Cornavin train station. These hotels are located about 10 minutes by bus or tram and 25-30 minutes on foot from the Palais des Nations.

IV. VISAS

Participants travelling to Switzerland must have a valid passport and, if required, a visa¹. Prior to leaving their country of residence, participants are requested to make their own arrangements for obtaining a Schengen visa or any other travel permits that may be required for the entire journey, including countries of transit.

If necessary, the UNECE secretariat can provide an invitation letter to facilitate visa procedures. Such letters can be requested by contacting the secretariat at unece.ageing@un.org.

V. COVID-19 MEASURES

As the epidemiological situation with COVID-19 in Switzerland is constantly changing, we would encourage you to monitor closely the situation in the country as well as regulations for entering Switzerland and requirements for testing, vaccinations and COVID certificates on the [website of the Swiss Federal Office of Public Health](#).

Please note that **it remains mandatory for masks to be worn in all UN Geneva conference rooms at all times**. Therefore, we ask all our meeting participants to **bring their own masks** when traveling to Geneva.

Please do not come to the UN premises if you develop any COVID-like symptoms or test positive for the virus. If further information on protective measures at the United Nations Office in Geneva becomes available, it will be communicated to all registered participants in due course.

¹ Information on visa requirements according to the traveler's nationality can be found on the website of the Swiss government: <https://www.eda.admin.ch/eda/en/dfa/entry-switzerland-residence/visa-requirements-application-form.html>.

VI. DINING

Meeting participants may choose to have lunch at the UN cafeteria located on the ground floor of the A building. It is open from 11:30 to 14:30 Monday to Friday. There are many dining options available nearby and in the city centre for evening meals.

VII. PUBLIC TRANSPORT

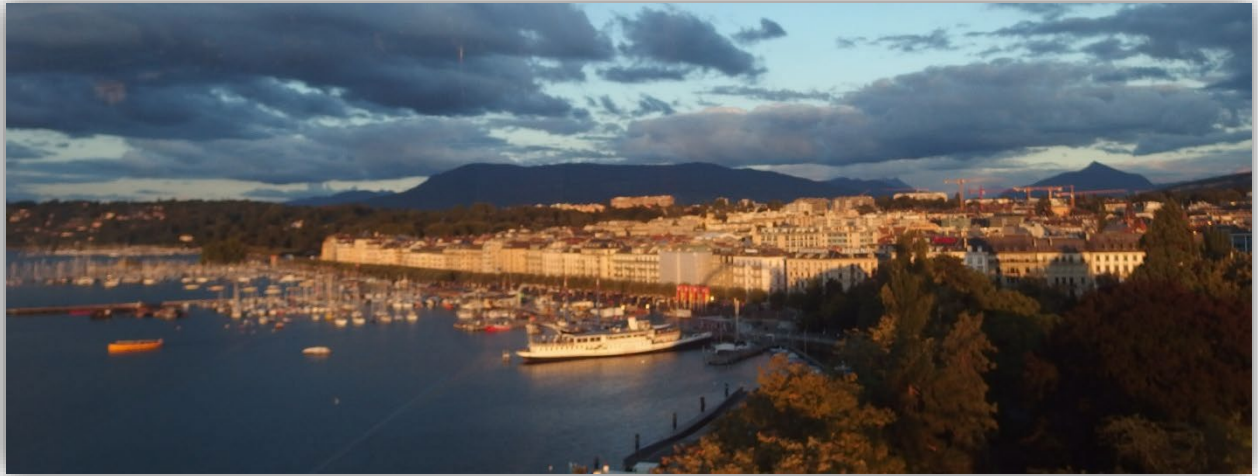
Geneva has an extensive public transport network with many tram and bus lines. See <https://www.tpg.ch/fr> to plan your route. The nearest stop is *Nations*.



Some hotels in Geneva offer a free Geneva Transport Card, enabling you to use the entire Geneva public transport system free of charge throughout your stay. Please ask at the reception when you check in to your hotel.

Should you need to purchase public transport tickets, you may do so from the ticket machines at bus stops or by SMS (text 'tpg1' to 788 for a single ticket for the 'all Geneva' zone, zone 10, valid for one hour. For other SMS ticket options, route maps and itineraries use the 'TPG Preview' app). No tickets are sold on buses and trams.

VIII. GENERAL INFORMATION ABOUT GENEVA



Geneva is the second-most populous city in Switzerland and lies at the southern tip of Lac Léman (Lake Geneva). It is surrounded by the French Alps to the South-East and the Jura mountains to the North-West. It is one of the most international cities in Europe with over 40 per cent of its population coming from outside Switzerland. It is home to the United Nations and the Red Cross and is a global hub for diplomacy and banking. It is located in the French-speaking part of Switzerland and has over 200,000 inhabitants.

Weather

The weather in Geneva in November is relatively wet and cool. The average temperature in November is fluctuating between 2°C (35.6°F) and 11°C (51.8°F). You may check the weather forecast at the local website: www.meteoswiss.ch.

Currency

The Swiss currency is the Swiss franc (CHF).

Currency exchange facilities are available in the city centre and at the UBS bank branch at the Palais des Nations, located on the second floor of E building (door 41). It is open from 08:30 to 16:30 from Monday to Friday.

All major credit cards are widely accepted in shops, hotels and restaurants.

Time Zone

Switzerland is located in the Central European time zone (GMT+1 in November).

Electricity

The voltage in Switzerland, as in most of Europe, is 230V/50 Hz. Please note that Switzerland uses 'type J' 3-pin electrical plugs and sockets. European 'type C' 2-pin plugs such as that shown below will fit these sockets, but all other equipment, including European 'type F' plugs, will require a socket adaptor.



Type C: This will fit



Type F: This will NOT fit

Water

Please reduce your contribution to plastic waste by bringing your own refillable water bottle. [Geneva tap water](#) consistently rates among the highest-quality tap water in the world.

Useful telephone numbers

General emergency calls: 112

Police: 117

Ambulance: 144

Fire Department: 118

IX. INFORMATION AND CORRESPONDENCE

Additional details will be communicated to all registered meeting participants by e-mail.

UNECE Secretariat

For substantive issues

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