

Technical Working Group on targets, indicators and milestones for SAICM and the sound management of chemicals and waste beyond 2020

13-14 February 2020 Geneva, Switzerland
International Environment House 1, Meeting Room 3

Information Note to Meeting Participants

1. Location of Meeting

[International Environment House 1 \(IEH1\)](#)

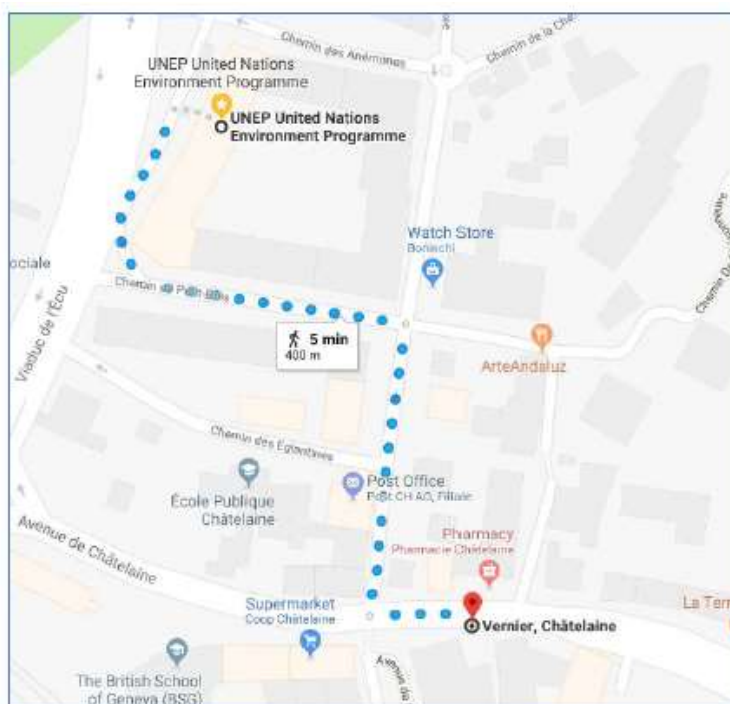
11-13 Chemin des Anémones
1219 Châteline, Geneva

The entrance door will be closed but security will let you in once they see you

2. How to get there from CORNAVIN TRAIN STATION (Gare Cornavin)

- Bus 6 or 19 in the direction of Vernier and the stop is Châteline
- Continue walking in the same direction in which the bus travels and turn right at Chemin de Maisonneuve and left on Chemin de Petit-Bois
- The international Environment House 1 is on your right-hand side

(Refer to map below for more detailed route)



For a detailed bus schedule, please refer to [TPG website](#)



3. Useful Information

The currency in Switzerland is the Swiss Franc (CHF). Many restaurants, bars, cafes and clubs accept Euro but expect to pay a premium rate, usually exchange 1:1.

Monthly public transport passes on the CFFSBB-FFS website, mobile app, or in person at Gare Cornavin are available, which grant you unlimited transport in Geneva

Note: when arriving at the airport, you can get a free ticket for buses (duration of 80 mins) to travel from the airport to your destination. You can get your ticket from one of the blue/grey UniReso machines located by the airport exit.

4. Emergency numbers

General emergency : 112

Fire service: 118

Police: 117

Ambulance: 144

5. Registration and Identification Badges

The event will be convened at the International Environment House 1 and access to the building will be through the security door on the corner of Chemin de Petit Bois and Avenue du Pailly at entrance 2.

Security will assist you to enter the building and participants must go to the reception to obtain a identification badge for International Environment House 1. For identification and security reasons, all participants are requested to wear their badges at all times in the building. The loss of a meeting badge should be communicated immediately to the SAICM secretariat so it may be reissued.

6. Harassment Free Meeting

The organizations of the United Nations system are committed to enabling events at which everyone can participate in an inclusive, respectful and safe environment. UN system events are guided by the highest ethical and professional standards, and all participants are expected to behave with integrity and respect towards all participants attending or involved with any UN system event.

Prohibited conduct includes:

- (a) Harassment: any improper or unwelcome conduct that might be expected or be perceived to cause offence or humiliation to another person. Harassment in any form because of gender, gender identity and expression, sexual orientation, physical ability, physical appearance, ethnicity, race, national origin, political affiliation, age, religion or any other reason is prohibited.
- (b) Sexual harassment: any unwelcome conduct of a sexual nature that might be expected or be perceived to cause offense or humiliation. Sexual harassment may involve any conduct of a verbal, nonverbal or

physical nature, including written and electronic communications, and may occur between persons of the same or different genders.

Further information on the Code of Conduct to prevent harassment, including sexual harassment, at UN system events may be consulted at: <https://www.un.org/en/content/codeofconduct/>

7. Travel Advisory

Overall, security risk in Geneva is low. Participants should be aware that whilst travelling in public transport (buses, trams, trains), please be aware of pick-pocketing in major streets and busy areas.

8. Health and Vaccination

Health and travel insurances are accepted in medical facilities in Geneva. Participants are strongly encouraged to have a travel or health insurance plan which is valid in Geneva, in order to cover any medical bills or hospitalisation fees incurred.

The International Environment House 1 is a smoke-free area. Smoking is permitted only in designated areas outside of the buildings.

9. Weather

During February, the average temperature for Geneva ranges from 5-10 degrees with a change of rain. Temperatures can drop down to minus 1 and below.

10. Hotel Accommodation

The United Nations Office in Geneva has negotiated special preferential rates with accommodation providers in Geneva and its surroundings. The rates are offered for all travellers of the UN system and permanent missions for the period of 1 April 2018– 31 March 2019.

Please note:

- The rates are strictly preferential and they are not available to the public, therefore use of their benefits is limited to the UN System Organizations and UN Permanent Missions based in Geneva.
- Travellers are expected to make their own arrangements directly with the hotels.
- Hotels in Geneva are highly occupied during annual major events such as trade fairs (see list on the right). During these periods the preferential rates may not apply and rooms may have very limited or no availability. For details on the exact dates, please contact the hotels directly.
- City/tourist tax is added by most hotels on top of the room price and it varies depending on the hotel class (per night per person: CHF 1.65-4.75 in Geneva, CHF 2.60-4.20 in Lausanne, EUR 0.20-4.00 in France). In exchange, guests may be offered a pass for public transport.

Please note that the prices below and other information are not subject to any binding offer between the UN and the accommodation providers. The accommodation providers reserve the right to change the rates without any prior notice.

As of January 2020, the following hotels are recommended by the Host at UN discounted rates.

| Hotel | Address | Link | Approximate Prices | Distance to venue |
|------------------------------------|--|--|---|---|
| Hotel Beau-Rivage | 13 Quai du Mont Blanc 1201 Geneva | www.beau-rivage.ch | \$416 per night (Junior Suite), \$295 for Single or Double Room | 15min drive (car) 25min journey (bus and walking) by bus 6 |
| Hotel de la Cigogne | 17 Place Longemalle 1204 Geneva | www.cigogne.ch | \$366 for double room (single occupancy), complimentary breakfast | 20min drive (car) 25min journey (bus and walking) by bus 6 |
| Hotel Four Seasons | 33 Quai des Bergues 1201 Geneva | www.fourseasons.com/geneva | | |
| Hotel Grand Hotel Kempinski Geneva | 19 Quai du Mont Blanc 1201 Geneva | www.kempinski.com/en/geneva/grand-hotel-geneva | \$336 per night, breakfast not included. | 20min drive, 25min bus journey (bus 6) |
| Hotel President Wilson | 47 Quai Wilson 1211 Geneva | www.marriott.com/hotels/travel/gvalc-hotel-president-wilson-a-luxury-col | \$450 per night, breakfast included | 15min drive, 25-30mins by public transport |
| Hotel Intercontinental | 7-9 Chemin du Petit Saconnex | www.intercontinental.com/geneva | \$350 per night | 10min drive, 20min by public transport |
| La Reserve Hotel | 301 Route de Lausanne 1293 | www.lareserve.ch | \$300 per night | 15min drive, 35-40min by public transport |
| Hotel le Richemond | 8-20 Rue Adhemar Fabri 1201 Geneva | www.lerichemond.com | \$350 per night (breakfast not included) | 20min drive, 25min by public transport |
| Hotel Mandarin Oriental | 1 Quai Turrentini 1201 Geneva | www.mandarinoriental.com | \$350 per night (breakfast included) | 15min drive, 25 min by public transport |

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|----------------------------|---------------------------------------|--|---|---|
| Hotel Metropole | 34 Quai du General Guisan 1204 Geneva | www.metropole.ch | \$300 per night, breakfast not included | 20min drive, 25min by public transport |
| Hotel Movenpick and Casino | 20 Route de Pre Bois 1215 Geneva | www.movenpick.com | \$250 per night, breakfast not included | 10min drive, 20mins by public transport |
| Hotel Auteuil Manotel | 33 Rue de Lausanne 1201 Geneva | www.hotelauteuilgeneva.com | \$250 per night, breakfast not included | 15min drive, 20-25min by public transport |
| Hotel Bristol | 10 Rue du Mont Blanc | www.bristol.ch | \$350-400 per night, breakfast included | 15min drive, 20min by public transport |
| Hotel le MontBrillant | 2 Rue de Montbrillant 1201 Geneva | www.montbrillant.ch | \$200 per night, breakfast not included | 15min drive, 20mins by bus. |
| Hotel Novotel Geneve | 19 Rue de Zurich 1201 Geneva | www.novotel.com/3133 | \$250-300 per night | 20min drive, 25min by public transport. |
| Hotel des Alpes | 14 Rue des Alpes 1201 Geneva | www.hotelalpes.ch | \$170-200 per night, | 20min drive, 25min by bus. |
| Hotel Edelweiss | 2 Place de la Navigation 1201 Geneva | www.hoteledelweissgeneva.com | \$200 per night | 20min drive, 25mins by public transport. |

Participants are advised to book well in advance and should consider staying in a hotel within walking distance from the International Environment House to avoid traffic and help reduce CO₂ footprints.

Rooms are available to participants on a first-come, first-serve basis. Hotels should be notified of any cancellations, postponements or other changes at least 48 hours in advance.

11. Cafeteria services

Cafeteria services at the IEH1 are available during the duration of the meeting both during the morning and part of the afternoon i.e. until 3:30pm. This event intends to be paper smart and green as possible. It is therefore encouraged that all participants generate as little waste as possible, including unnecessary paper and plastic.



12. Meeting documents

Please note that the meeting will be a paper smart meeting and participants are kindly advised to bring your own laptop, as copies of meeting documents will not be printed or distributed.

Documentation will be published as soon as available at:

<http://saicm.org/Beyond2020/TechnicalWorkingGroup/tabid/8287/language/en-US/Default.aspx>

Documents for circulation or distribution at the session, if applicable, should be submitted to the SAICM secretariat at saicm.chemicals@un.org c.c. delfina.cuglievan@un.org

13. Accessibility support for persons with special needs

In order to ensure accessibility to the International Environment House 1 for any persons with special needs, all participants should advise well in advance their personal special needs so that the SAICM Secretariat may try to accommodate and make necessary arrangements.

14. Wi-fi

Username: **MIE-Guest or MIE-Guest_Legacy**

Password : **UNEPMDYux8U**

15. Financial and administrative arrangements including daily subsistence allowance

Participants whose travel is sponsored by UN Environment Programme, will be provided with a daily subsistence allowance at prevailing United Nations rates. In order to facilitate the payment of the subsistence allowance, eligible participants are requested to submit copies of their passport and boarding pass(es) during the first day of the meeting i.e. Thursday 13 February to Prisca Chulley.

Any participant unable to stay for the duration of the meeting are requested to inform the secretariat as soon as possible after arrival, so that the subsistence allowance may be adjusted accordingly.

In cases where participation costs are borne by the UN Environment Programme, UN Environment Programme will provide only travel and DSA as expressed and will not assume responsibility for any other expenditures, including the following:

- (i) All expenses in the home country incidental to travel abroad, including expenditure for visa, medical examination, inoculations and other such miscellaneous items and internal travel to and from the airport of arrival and departure in the home country;
- (ii) Salary and related allowances for the participants during the period of the meeting;
- (iii) Costs incurred by participants in respect of travel insurance, accident insurance, medical bills or hospitalization fees in connection with attending the meeting;

(iv) Compensation in the event of death or disability of participants in connection with attending the meeting;

(v) Any loss of or damage to personal property of participants while attending the meeting or losses or damages claimed by third parties as a result of any negligence on the part of the participants;

(vi) Any other expenses of a personal nature, not directly related to the purpose of the meeting.

4. DSA for this meeting will be provided through cash cards. These cards are rechargeable multiple times within their validity written below the card number. Funded participants are, therefore, advised to keep the cash card in safe custody for future use. Should a funded participant already have a cash card issued in USD, please inform the SAICM Secretariat by giving the number of the cash card already in your possession and bring it with you to receive your DSA payment. The cash card number must correspond to a card issued in USD in order for it to be usable. These cash cards should be kept away from smart phones to avoid any damage to the magnetic tape.

5. Further and more detailed information on the use of cash cards will be provided to funded participants during the meeting.