

4th annual Forum on business and human rights, 16 to 18 November 2015

Practical information for participants

Contact:	<p>For questions specific to registration, including technical inquiries and logistics, email: registrationforumbhr@ohchr.org</p> <p>General queries: forumbhr@ohchr.org</p>
Travel and visa:	<p>Each participant is responsible for making the necessary arrangements for travel and for obtaining a visa. It is recommended that participants contact the nearest Swiss Embassy or Consulate to determine whether a visa is required (www.eda.admin.ch/eda/en/home/repr.html). Please note that visa application procedures need to be started well ahead of time.</p> <p><u>Participants needing a visa:</u> The registration to the Forum will be confirmed only after delivery of the Schengen visa. Please indicate that you are required to obtain a visa in the E registration system. Requests for visa attestation letters MUST be emailed to us in addition to checking the box. We will not process Visa attestation letters after the FIRST of November. You must log into the E registration system AFTER you receive the visa and check the box to confirm that you have received it.</p> <p>All travel related-expenses, accommodation and insurances are the responsibility of the participant.</p>
Location:	<p>Palais des Nations, Avenue de la Paix 14, CH-1211 Geneva 10, Switzerland The Human Rights and Alliance of Civilizations Room (former Room XX), Building E, Door E40, 3rd Floor</p>
Registration:	<p>All participants must: (i) Register online at https://bhr.ohchr.org; (ii) Submit an accreditation letter (letter on official letterhead of the organization, signed by a senior manager, requesting participation of their delegation in the Forum); and (iii) Receive a confirmation of their registration, by email, from the Forum Secretariat. ONLY the one person who does the registration for the group will get this approval email. Please share the email with the members of your delegation.</p> <p>Participants must obtain a badge upon arrival at the United Nations and before attending the session at:</p> <p>Palais des Nations - Security entrance Prégny Gate, 8 - 14 Avenue de la Paix 1211 Geneva 10</p> <p>Open on Forum days from 7 a.m. to 5 p.m.</p> <p>You are strongly advised to be at Prégny gate at least one hour in advance of the meeting. Delays are common and participants wait in the open air. You will need to show your passport or ID. Sunday before the Forum afternoon open registration hours will be posted on our website closer to the Forum date.</p> <p>Visitors cannot enter through the gate of Place des Nations and must make their way to the Prégny Gate.</p>
Transport	<p>Palais des Nations is accessible via several bus lines and a tramway.</p> <ul style="list-style-type: none">• The Appia stop is nearest to the Prégny Gate and is served by buses 8, 28, F, V and Z.• The Place des Nations stop is located 500 metres away from the Prégny Gate and is served by tram number 15 and buses 5, 8, 11, 14, 28, V, F, and Z. <p><u>From Geneva Cointrin airport:</u> by bus in 10-15 minutes. Take the bus n°28 towards Jardin Botanique and stop at Appia; or take the bus n°5 towards Hôpital, and stop at Nations. <i>Free tickets, for a period of 80 minutes, are available from a machine in the baggage</i></p>

	<p><i>collection area, just before passing customs.</i></p> <p>From Geneva Cornavin train station: by bus or tram in 10-15 minutes. Take the tram n°15 towards Nations and stop at Nations; or take either the bus n°5 towards Aéroport, and stop at Nations, or the bus n°8 towards OMS, and stop at Appia.</p> <p>Participants staying at hotels, youth hostels or at campsites receive a free transport card for the duration of their stay.. To find out how to get around by public transport, visit the Transport Public Genevois website.</p> <p><u>Taxis:</u> Taxis cannot enter the UN compound - participants will have to get off at Prégny Gate. Call +41 (0)22 331 4133.</p>
Luggage*	<p>You may bring into the Palais des Nations only the type of luggage considered as carry-on luggage by airline companies (e.g. computer bags, rucksacks and hand bags). Should you have large luggage it might be stored by the Security service if sufficient space is available.</p> <p>*Disclaimer: The United Office at Geneva declines all responsibility for any luggage stored. All pieces of luggage found unattended may be impounded and disposed of by the Security services. Any costs related to the latter action may be charged to the owner of the luggage.</p>
Accommodation:	<p>NB! Please book your accommodation as soon as possible. We do NOT make hotel reservations for ANY participants.</p>
Other information:	<p>Official information about Geneva can be found at the city of Geneva official website: http://www.ville-geneve.ch/welcome-geneva/ http://www.geneve-tourisme.ch/en/home/</p>
<p>For updates please refer to: www.ohchr.org/2015ForumBHR</p>	