



## Practical information for participants

<b>Contact us:</b>	<ul style="list-style-type: none"> <li>• For questions about <b>registration</b>, including on technical &amp; logistical matters, email: <a href="mailto:registrationforumbhr@ohchr.org">registrationforumbhr@ohchr.org</a></li> <li>• General enquiries: <a href="mailto:forumbhr@ohchr.org">forumbhr@ohchr.org</a></li> </ul>
<b>Online registration:</b>	<p><b>All participants must:</b></p> <ol style="list-style-type: none"> <li>1. Register online at <a href="https://reg.unog.ch/event/16132/">https://reg.unog.ch/event/16132/</a></li> <li>2. Submit an “accreditation request” letter (letter on official letterhead of the organization, signed by a senior manager, requesting participation for the registrant(s) in the Forum). Once your registration is completed you will receive a confirmation “e-ticket” with a QR code, by email.</li> </ol> <p>Group registration is not possible. <b>Each participant must register individually.</b></p>
<b>Travel &amp; Visa:</b>	<ul style="list-style-type: none"> <li>• <b>Participants are fully responsible for all their travel-related expenses to Geneva (ie: flights, accommodation and insurance) and for obtaining a visa.</b></li> <li>• <b>Visa:</b> Contact your nearest Swiss Embassy or Consulate to determine whether a visa is required (<a href="http://www.eda.admin.ch/eda/en/home/eps.html">www.eda.admin.ch/eda/en/home/eps.html</a>). NB: start your visa application procedures <b>well ahead of time!</b></li> <li>• Participants from <b>NGOs with ECOSOC status</b> who need an attestation letter for their visa application may contact NGO Liaison Services at: <a href="mailto:ungeneva.ngoliaison@unog.ch">ungeneva.ngoliaison@unog.ch</a></li> <li>• <b>Other participants needing a visa:</b> If you require a visa to enter Switzerland, you may use the confirmation of your registration (your “e-ticket”) when applying to the nearest Swiss consulate. For queries, please email <a href="mailto:registrationforumbhr@ohchr.org">registrationforumbhr@ohchr.org</a>.</li> </ul>
<b>Location:</b>	<ul style="list-style-type: none"> <li>• <b>Palais des Nations</b>, Avenue de la Paix 14, CH-1211 Geneva 10, Switzerland</li> <li>• Most sessions are in <b>Building E</b> (access via Door E40). Others, including the high-level plenary on 27 November, will take place in the Assembly Hall in Building A. For information about session rooms, please consult the final version of the programme that will be posted on the Forum web page the week before the event.</li> </ul>



<p><b>Badges &amp; access to Palais des Nations:</b></p>	<ul style="list-style-type: none"> <li>• All visitors must collect their badge upon arrival and enter the Palais des Nations via the <b>Pregny Gate:</b> <ul style="list-style-type: none"> <li>- Pass and Identification Unit UNOG Security and Safety Section Pregny Gate 8 - 14 avenue de la Paix, 1211 Geneva 10</li> <li>- Open Monday-Friday: 8am to 5pm.</li> </ul> </li> <li>• In order to collect you Forum badge, you must bring: <ul style="list-style-type: none"> <li>- <b>Your passport and/or ID;</b></li> <li>- <b>A copy of the confirmation of your registration (your “e-ticket”).</b></li> </ul> </li> </ul> <p><b>TBC:</b> On the days of the Forum, Pregny Gate may open earlier. For updates go to <a href="http://www.ohchr.org/2017ForumBHR">http://www.ohchr.org/2017ForumBHR</a> closer to the Forum.</p> <p>You are strongly advised to be at Pregny Gate <u>at least one hour</u> before the session starts. Delays are common and participants wait in the open air.</p>
<p><b>Transport:</b></p>	<p>Palais des Nations is accessible via several bus lines and a tramway.</p> <ul style="list-style-type: none"> <li>• The <b>Appia</b> stop is nearest to the Pregny Gate and is served by buses 8, 28, F, V and Z.</li> <li>• The <b>Place des Nations</b> stop is located 500 metres away from the Pregny Gate and is served by tram number 15 and buses 5, 8, 11, 14, 28, V, F, and Z.</li> </ul> <p><u>From Geneva Cointrin airport:</u> by bus in 10-15 minutes. Take the bus n°28 towards Jardin Botanique and stop at <b>Appia</b>; or take the bus n°5 towards Hôpital, and stop at <b>Nations</b>. <i>Free tickets, for a period of 80 minutes, are available from a machine in the baggage collection area, just before passing customs.</i></p> <p><u>From Geneva Cornavin train station:</u> by bus or tram in 10-15 minutes. Take the tram n°15 towards Nations and stop at <b>Nations</b>; or take either the bus n°5 towards Aéroport, and stop at <b>Nations</b>, or the bus n°8 towards OMS, and stop at <b>Appia</b>.</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 <a href="#">Transport Public Genevois</a> website.</p> <p><u>Taxis:</u> Taxis <u>cannot</u> enter the UN compound - participants will have to get off at Pregny Gate. Call +41 (0)22 331 4133.</p>
<p><b>Luggage*:</b></p>	<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><b>(*Disclaimer:</b> The United Nations 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>



<b>Accommodation:</b>	<p>We advise that you book your accommodation in Geneva as soon as possible. We do not make hotel reservations for participants.</p> <p>Useful links:  <a href="http://www.ohchr.org/Documents/Issues/Business/ForumSession4/Hotels_close_to_UN.pdf">www.ohchr.org/Documents/Issues/Business/ForumSession4/Hotels_close_to_UN.pdf</a>  <a href="http://www.ohchr.org/Documents/Issues/Business/Hotels_Mar2018.pdf">www.ohchr.org/Documents/Issues/Business/Hotels_Mar2018.pdf</a></p>
<b>Other information:</b>	<p>Official information about Geneva can be found at the city of Geneva official website:</p> <ul style="list-style-type: none"> <li>- <a href="http://www.ville-geneve.ch/welcome-geneva/">http://www.ville-geneve.ch/welcome-geneva/</a></li> <li>- <a href="http://www.geneve-tourisme.ch/en/home/">http://www.geneve-tourisme.ch/en/home/</a></li> </ul> <p>“Mandat International” provides useful tips to facilitate your stay in Geneva:</p> <ul style="list-style-type: none"> <li>- <a href="http://www.mandint.org">www.mandint.org</a>.</li> </ul>
<p>For <b>updates</b> please refer to: <a href="http://www.ohchr.org/2017ForumBHR">www.ohchr.org/2017ForumBHR</a></p>	