

Practical Information for visitors and participants

Address: World Health Organization
Regional Office for Europe
UN City
Marmorvej 51
2100 Copenhagen Ø
Denmark

Telephone: 4533 7000 from abroad: 45 4533 7000

Fax: 45337001 from abroad: 45 4533 7001

Electronic mail: Postmaster@euro.who.int

Internet address: <http://www.euro.who.int>

Transport

By taxi

The taxi ride from the airport to the city centre of Copenhagen takes about 40 minutes and amounts to approx. DKK 350, (approx. €50). Taxis are available just outside terminal 3.

You can also get to the city centre of Copenhagen where hotels (listed below) are located, by metro and by regional trains and buses.

By metro

The train station is located in terminal 3 at the Copenhagen International Airport. Tickets can be bought at the Danish Rail Service Centre (DSB) in the arrival hall. Automatic ticket machines are also available. A purchased ticket covers metro, regional train, bus and S-tog (city trains).

Metro trains run with a 3-minute interval during the day time and approx. 15-minute interval during nights. From the airport from “**Lufthavnen**” station take a metro train to the direction of “**Vanløse**” and get off at the station named “**Kongens Nytorv**” - the city centre of Copenhagen. The metro train ride takes approx. 25-30 minutes and costs approxim. DKK 50, for a 4-zone ticket.

We would advise you to buy a 2-zone card, (DKK150), which covers 10 rides by train, metro and bus within most of Copenhagen, and is much cheaper and convenient to use it rather than pay each time you enter a train or a bus. The journey costs 2 clips (out of 10 if you use a 2-zone card).

By regional train

Regional trains depart to the city centre every 20 minutes during the day time.

From the airport take the train to the direction of “**Helsingør**” (from **Platform 2** or **Spor 2** in Danish) and get off at the station named “**Hovedbanegaarden**” (**Central Station**), to get to the hotel Wakeup.

To get to the First Hotel Østerport, you should get off at the station “**Østerport**”.

To get to the WHO/EURO at the UN City, get off at the station “**Hovedbanegaarden**” (**Central Station**) and take any S-tog (city trains from Spor (Track/Platform) 7-8. Then you should get off

at the station “**Nordhavn**”. The journey takes approx. 40 minutes and costs DKK 50, for a 4-zone ticket. You can use the same ticket or the clip card you purchased at the airport for a train. The journey costs 2 clips (out of 10 if you use a 2-zone card).

Walking from Nordhavn Station to UN City

Leave the Nordhavn station on Østbanegade (take the stairs to go down) and turn right. Walk to Århusgade and turn right. Walk through the tunnel and turn right on Kalkbrænderihavnsvej until you come to Marmorvej which is the UN City access road. The walking distance from the station to UN City is approximately 900 m.

Walking map from Nordhavn station to UN City (FN Byen):



This is a link is from Google: <http://goo.gl/maps/6t7gA>

Arriving at WHO

Visitor access

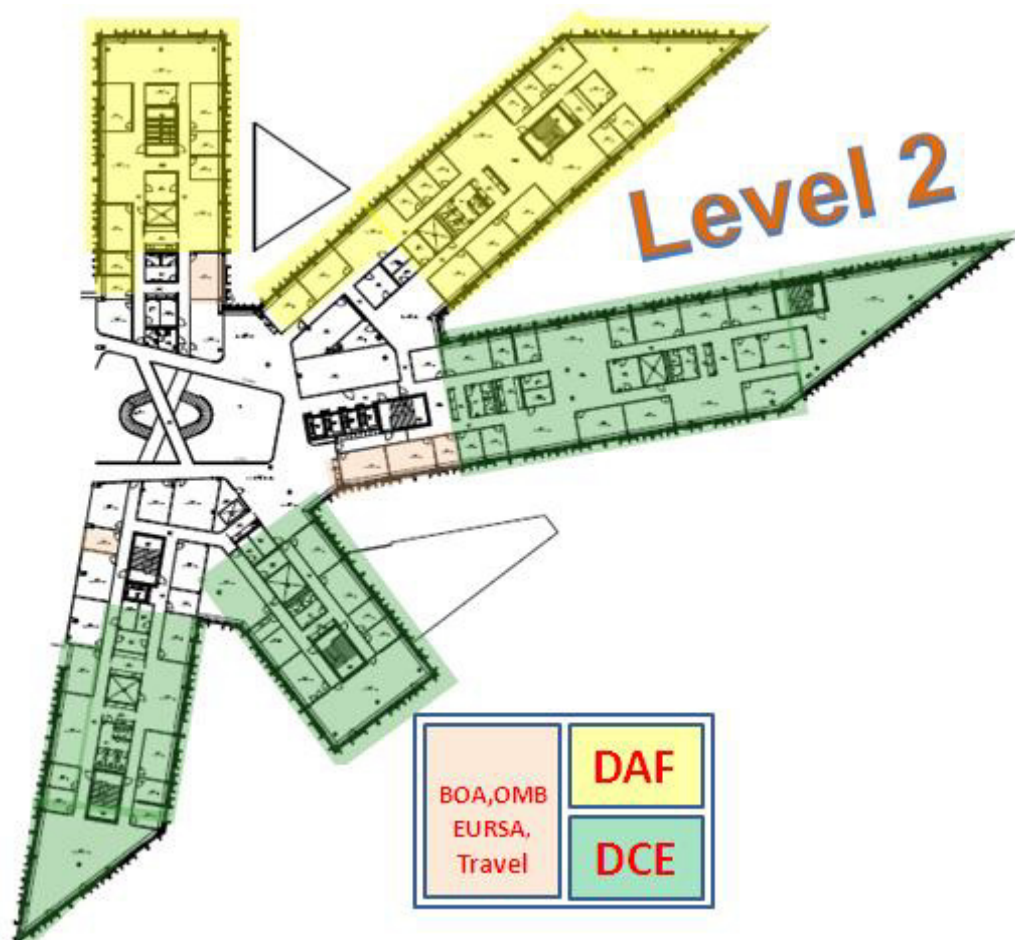
All visitors must enter the compound through the small building at the PAF (Primary Access Facility). Here they will go through a mandatory security check, consisting of a baggage scan/examination and a personal scan (much like at the airport). Once screened by security at the PAF, the visitors will be asked to proceed to the reception.

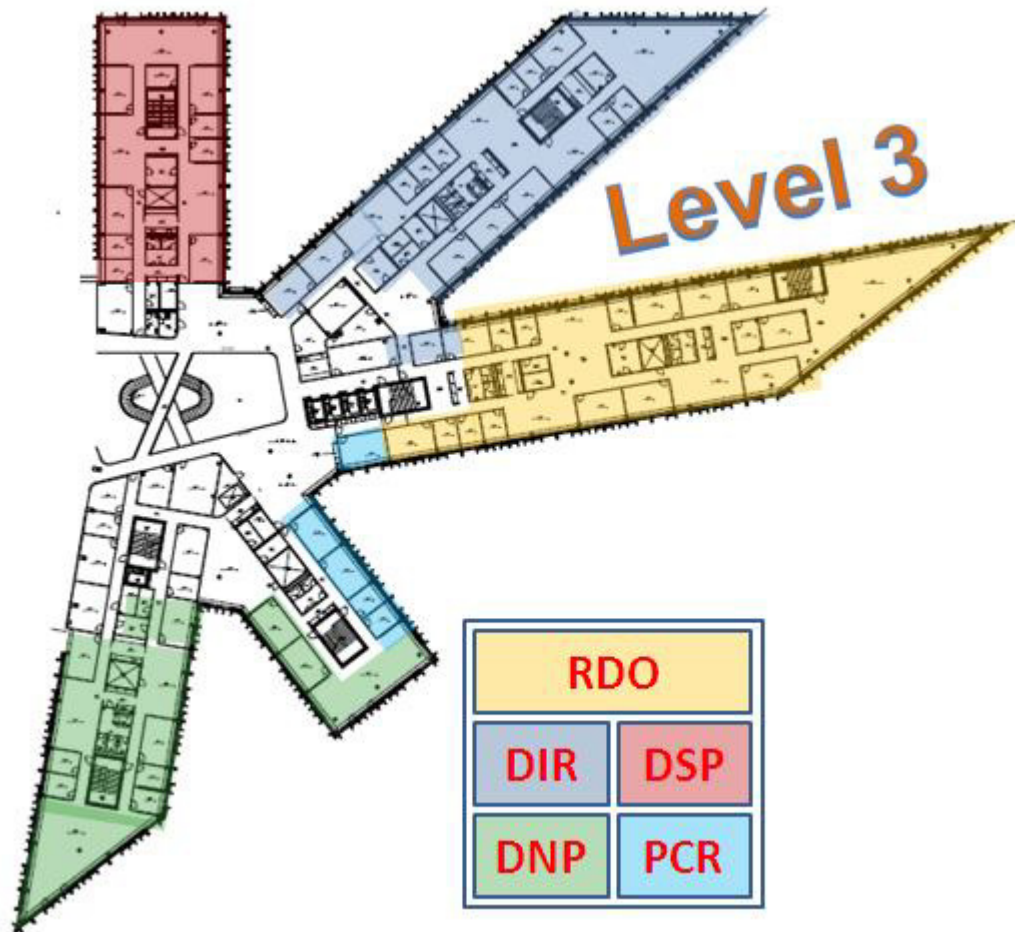
Visitors will wait for the host to meet them in the lobby; they must wear a visible visitor ID and be escorted by their host at all times.

On your departure from the Regional Office, the UN City receptionist can call a taxi on your request. The waiting time varies but usually it is not more than 10 minutes.

We apologize for any inconvenience, the above rules have been implemented to protect staff and guests of the UN City.

Location of WHO Divisions at UN City:





Reception services

The UN City reception is open from 08:00 to 18:00 (Mon-Fri). The main number for Reception is **4533 5000** (internal extension: **5000**). Email: Reception.dk@one.un.org. The reception serves all UN Agencies in UN City.

Telephones

Internal calls: dial the extension number as soon as the dialling tone is heard.

Private calls to any number within the greater Copenhagen area can be made free-of-charge from the telephone at the reception.

Internet/computer facilities

Wireless access

UN-City-Guest: this is the wireless network for visitors to the building. When this network is chosen, the user is automatically prompted to enter login details when opening an internet browser. The credentials are:

User name: **guest**

Password: **uncity2013**

Conference room

UN City provides a huge number of meeting rooms varying in size from 6 to 400 persons.

Smoking is not allowed inside UN City premises.

Travel agent

Our travel agent, **Via Egencia** is open from 09:00 to 17:00 (except for 12:00-13:00) Monday to Friday.

Working hours

Most staff at WHO work on flexible time. However, core hours are from 09:00 to 15:00 Monday to Friday.

Cafeteria services

The initial hours of the Canteen in the UN City will be as follows (Mon-Fri):

- Breakfast: 08:00 to 9:30H
- Lunch: 11:30 to 13:30H
- Vending machines with various types of foods will be available all day.

The canteen accepts credit cards.

Hotels

WHO Regional Office for Europe uses a number of different hotels in the inner city of Copenhagen.

We recommend you to book a hotel of your choice from the list:

Adina Apartment Hotel Copenhagen ****

Amerika Plads 7

DK-2100 Copenhagen Ø

Telephone: +45 39 69 10 00

Telefax: +45 88 19 36 99

E-mail: acph@adina.eu

www.adina.eu.com

Prices are valid for 2013

Studio Room (35 m2): DKK 915

1 Bedroom apartment (45 m2): DKK 1125

Prices incl. VAT and service charges - Breakfast not included - DKK 125-140

FREE WIRELESS INTERNET CONNECTION AND FREE ACCESS TO FITNESS, SAUNA, SPA POOL AND SWIMMING POOL

Please note that 11-13 April, 23-25 May, 8-11 August and 2-4 October are black-out periods!

Copenhagen Admiral Hotel ****

Toldbodgade 24-28

DK-1253 Copenhagen K

Telephone: +45 33 74 14 14

Telefax: +45 33 74 14 16

E-mail: booking@admiralhotel.dk

www.admiralhotel.dk

WHO Customer number: 403 000

Standard single: DKK 965 / Standard double: DKK 1265

Other room categories available - please enquire with the hotel

Prices incl. VAT and service charges

Breakfast not included - DKK 140

Invoice to be paid upon arrival.

Scandic Front Hotel ** (former Sophie Amalie Hotel)**

Skt. Annae Plads 21
 1250 Copenhagen K
 Telephone: +45 33 13 34 00
 E-mail: front@scandichotels.com
 Standard: DKK 798 – DKK 838

First Hotel Esplanaden (First Hotels) ***

Bredgade 78
 DK-1260 Copenhagen K
 Telephone: +45 33 48 10 00
 E-mail: booking@firsthotels.dk
 Standard: DKK 740 / Superior: DKK 990
 Prices incl. VAT and service charges, but excluding breakfast

First Hotel Østerport (First Hotels) ***

Oslo Plads 5
 DK-2100 Copenhagen ø
 Telephone: +45 70 12 46 46
 E-mail: booking@firsthotels.dk
 Standard: DKK 690 / Superior: DKK 890
 Prices incl. VAT and service charges, but excluding breakfast

Hotel Maritime ***

Peder Skramsgade 19
 DK-1054 Copenhagen K
 Telephone: +45 33 13 48 82
 Telefax: +45 33 15 03 45
 E-mail: hotel@maritime.dk
www.hotel-maritime.dk

WHO Customer no: 157268

Standard single: DKK 870 / Standard double: DKK 1070
 Other room categories available - please enquire with the hotel.
 Prices incl. breakfast, VAT and service charges

Hellerup Parkhotel ****

Strandvejen 203
 DK-2900 Hellerup
 Telephone: +45 39 62 40 44
 Telefax: +45 39 45 15 90
 E-mail: info@hellerupparkhotel.dk
 Standard single: DKK 1140 / Standard double: DKK 1200
 Other room categories available - please enquire with the hotel.
 Prices incl. breakfast, VAT and service charges
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Wakeup Copenhagen (Arp Hansen Hotel Group) **

Carsten Niebuhrs Gade 11
 DK-1577 Copenhagen V
 Telephone: +45 44 80 00 00
 Telefax: +45 44 80 00 01
 E-mail: wakeupcopenhagen@arph-hansen.dk
www.wakeupcopenhagen.dk
WHO customer no: 150785 / password (for online booking) hotel
 Standard single: DKK 523-715 / Standard double: DKK 644-815
 Other room categories available - please enquire with the hotel
 Prices incl. VAT and service charges, but excluding environmental tax - DKK 35
 Breakfast not included - DKK 60

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We also refer to the website www.visitcopenhagen.dk for more information on accommodation.

GENERAL INFORMATION

Security in Denmark

Generally Denmark is a very safe place and non-violent crime is currently the largest security threat in Denmark. This threat is somewhat mitigated by an effective police force, but visitors are encouraged to exercise caution in train and bus terminals due to the activities of “pick pockets” and not to leave baggage and belongings unattended for any reason.

Natural disasters have not been a threat in Denmark, however, there is a very limited threat to the country by high winds.

Currency/Banks

The Danish currency is the krone (crown) which is made up of 100 øre.

Denmark does not participate in the single European currency (EURO), but major shops will accept payment in EURO.

The banks usually stay open from 10:00 to 16:00 Monday to Friday, except Thursday where the banks close at 18:00. Outside opening hours, cash can be obtained from the numerous cash dispensers. Most banks have these machines outside in the street and all major credit cards are accepted (be sure to have the PIN code). The most common credit card in Denmark is the Visa card.

Information on events in Copenhagen

The information booklets are available in English, free of charge, at the reception.

Please also check the website www.visitcopenhagen.dk.