



INF. 1
2 May 2024

UNECE Expert Forum for Producers and Users of Climate Change-Related Statistics
Geneva, Switzerland, 29-30 August 2024

INFORMATION NOTE

I. GENERAL INFORMATION

The meeting is open to representatives of all 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, according to the terms of reference of UNECE (E/ECE/778/Rev.5, paras. 11, 12 and 13). All delegates must be accredited by the competent authority of their country or international organization. Representatives of academia and non-governmental organizations may be able to participate subject to available capacity.

II. DATE AND VENUE OF THE MEETING

The meeting will be held in room XXII, building E, at the Palais des Nations in Geneva, from 9:30 on 29 August to 17:30 on 30 August. The exact timetable will be available on the meeting webpage.

III. INTERPRETATION AND DOCUMENTATION

Simultaneous interpretation during the meeting will be provided into and from the three official working languages of the UNECE (English, French and Russian). The documents for the meeting will be available at the following website: <https://unece.org/statistics/events/EFCCRS2024>.

Free Wi-Fi is available in all meeting rooms in 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.

V. REGISTRATION AND ENTERING THE UN BUILDING

Participants are kindly requested to register at <https://indico.un.org/e/EFCCRS2024> by 7 August 2024.

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>.

As the United Nations Security and Safety Service is moving to a more efficient and greener digital badging solution, **all registered and accredited conference participants will receive a digital badge by email.**

This digital badge will have your photo, name and last name, your organization, the name and date of the meeting and a QR code.

Please download the digital badge to your mobile phone or any other mobile device, for a faster entry to the Palais des Nations.

More details on how the digital badge will work can be found in this video: [Pavilion Prégny \(English\) - YouTube](#). Participants who do not have a phone or any other mobile device can print their confirmation and bring it to the Peace Gate to have a paper badge issued and printed.

You may activate your digital badge or receive a paper badge at the UN Pass and ID Accreditation Service at the **Peace Gate Entrance**:

Address: Avenue de la Paix 12, Geneva.

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

Location: The Peace Gate is located opposite of the Broken Chair monument, a few metres from the Nations Gate (please see the map below).

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 together with your digital badge on the first day of the meeting. Your entry badge will last for the duration of the meeting for which you have registered.

It is advisable to arrive at the Peace Gate 1 hour before the meeting to activate your badge and make your way to the meeting room. There might be a long queue at the gate due to other meetings starting on the same day, especially on Monday mornings. After entering the Palais des Nations grounds, you may need 10-15 minutes to walk to the meeting room. Please note that due to ongoing renovation works some walkways are only partly accessible.

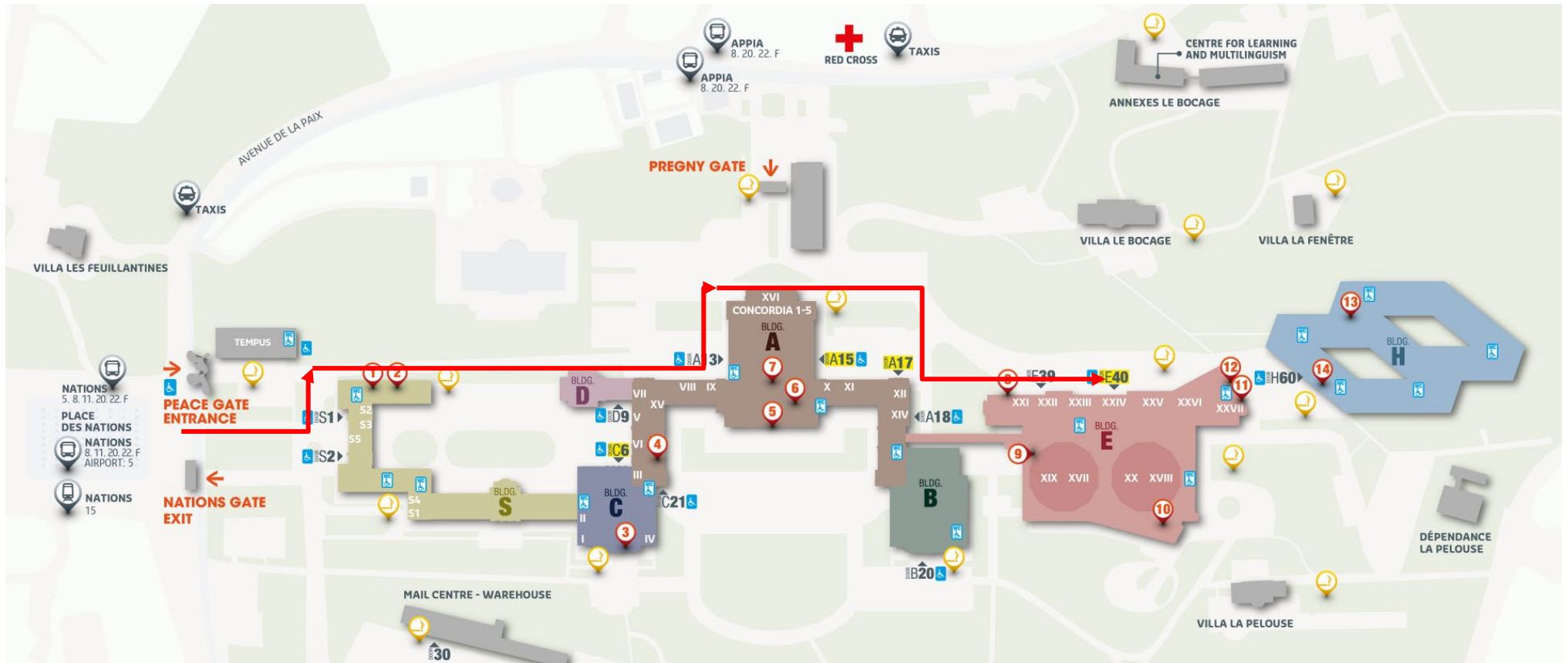
After activating your digital badge or collecting your paper badge and during its period of validity, you may:

- Enter UN premises through the Peace Gate if you are a holder of a red badge (Academia, NGO, Private sector, other);
- Enter UN premises through the Peace Gate or the Prégny Gate if you are a holder of a green badge (Government, Observer Org, UN Agencies); and
- Exit UN premises through the Peace Gate, the Nations Gate or the Prégny Gate for holders of all badges.

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.

Once you have entered the Peace Gate entrance, **to get to room XXI in building E**, walk straight until a roundabout, then turn to your left and continue walking uphill along the Palais until you reach building E (about 10 minutes). Enter the building through door E40. Room XXI is located one level below the entrance.





ACCESS DOORS TO THE BUILDINGS

OPEN ACCESS 7:00 a.m. - 7:00 p.m.
C6 | A15 | A17 | E40

Open access 08.00 a.m. - 6:00 p.m.: **S1**

Open access for guided tours: **E39**

DOORS UNDER PERMANENT ACCESS CONTROL
AUTHORIZED BADGES ONLY:

- Door **S2**
- Door **C21**
- Door **D9**
- Door **A13**
- Door **A18**
- Door **B20**
- Door **H60**

SMOKING SHELTERS

Accessibility at the Palais des Nations premises is more limited than usual due to the ongoing renovation works.

For accessible routes throughout the premises, please visit our updated webpage.

ACCESSIBLE DOORS
 Open access 7:00 a.m. - 7:00 p.m.:
 Doors **C6 | A15 | E40 | H60**

ACCESSIBLE TOILETS
MAIN ENTRANCE | Ground floor, 1st floor
 Door **A15** | Ground floor near the Cafeteria
 Door **A13** | 2nd, 3rd and 5th floors
 Door **C6** | Ground floor, 1st, 2nd, 3rd and 4th floors
 Door **E40** | 1st, 3rd and 6th floors
 Door **A17** | 3rd floor
 Door **B20** | Ground floor
 Door **H60** | All floors
TEMPUS | Ground floor

SERVICES CURRENT OPENING TIMES OF THESE SERVICES ARE AVAILABLE ON OUR WEBSITE.

	FLOOR	DOOR
1 SAFI SHOP / POST OFFICE	-1	S1
2 MEDICAL SERVICE	1	S1
3 PRESS BAR	0	C6
4 SALON SUISSE	3	C6
5 CAFETERIA	0	A13 15
6 DELEGATES RESTAURANT	8	A13 15
7 CONCORDIA BAR	2	A13 15
8 GUIDED TOURS www.ungeneva.org UN STAMPS	2	E39

	FLOOR	DOOR
9 BOOKSHOP / SOUVENIRS	2	E40
10 SERPENT BAR PASTA CORNER	1	E40
11 UBS BANK / UNFCU BANK	2	E40
12 PALETTE BAR	6	E40
13 GRAB 'N' GO	2	H60
14 CLIENT SUPPORT CENTRE	1	H60

CONFERENCE ROOMS

BUILDING	FLOOR	DOOR
BUILDING A		
ROOMS III, V	1	C6
ROOMS VI, VII, VIII, IX	3	A13
ROOMS X, XI, XII	3	A15
ROOM XIV	1	A18
ROOM XV	2	A11
ROOM XVI	5	A13 15
CONCORDIA 1-5		
ASSEMBLY HALL	3	A13 15
BUILDING B		
LIBRARY 8:30 a.m. - 5:30 p.m.	1	B20
UNITED NATIONS MUSEUM AT GENEVA 9:00 a.m. - 5:00 p.m.	1	B20
ARCHIVES READING ROOM 8:30 a.m. - 5:30 p.m.	3	B20

BUILDING	FLOOR	DOOR
BUILDING C		
ROOMS I, II	1	C6
ROOM IV	3	C6
COUNCIL CHAMBER		
	1	C6
BUILDING E		
ROOMS XVII, XVIII	1	E40
ROOMS XIX, XX	3	E40
ROOMS XXI, XXII, XXIII, XXIV, XXV, XXVI, XXVII	1	E40

BUILDING	FLOOR	DOOR
BUILDING S		
ROOM S1	0	S2
ROOMS S2, S3, S4	3	S2
ROOM S5	4	S2
TEMPUS	FLOOR	
	1, 2, 3	0

VI. ACCOMMODATION

Participants and/or their offices are requested to make their own travel arrangements and hotel reservations.

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 useful 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 Servette/Grand Pre and 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.

VII. 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.

VIII. SOCIAL EVENT

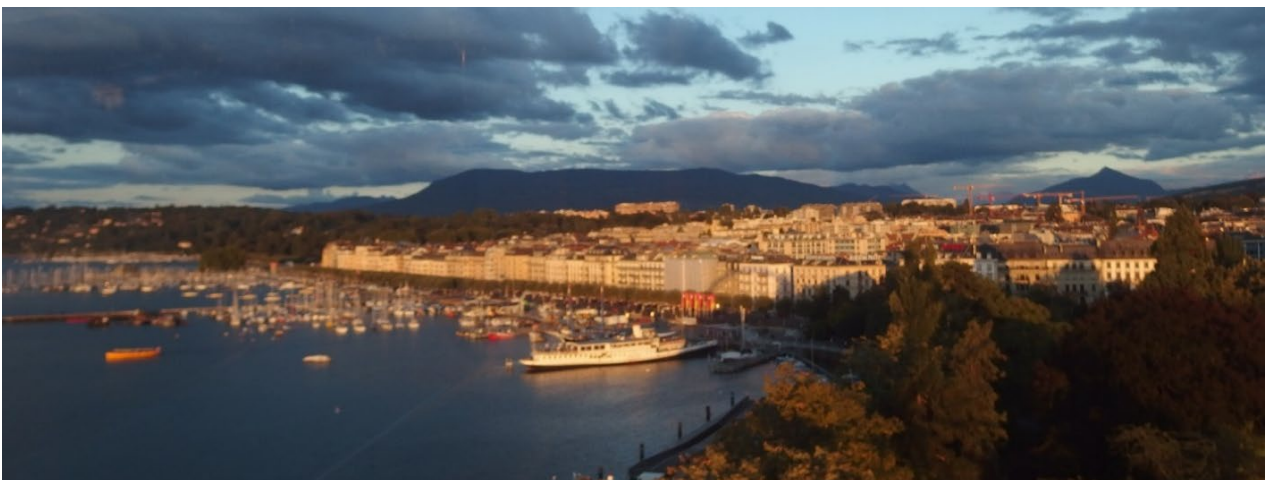
A subscription dinner on a self-paid basis will be organized on 29 August. Details will be communicated to registered participants by e-mail.

IX. 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. **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 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.

X. GENERAL INFORMATION ABOUT GENEVA



Currency. The Swiss currency is the Swiss franc (CHF). All major credit cards are widely accepted in shops, hotels and restaurants. 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.

Time zone. Switzerland is located in the Central European time zone.

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. We ask you to consider reducing 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

XI. CORRESPONDENCE

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

For any questions, please contact:

Ms. Malgorzata Cwiek

Statistician

UNECE Statistical Division

E-mail: cwiek@un.org

Palais des Nations

CH 1211 Geneva 10, Switzerland
