



**INF. 3**

2 February 2024

ENGLISH ONLY

**UNITED NATIONS**  
**ECONOMIC COMMISSION FOR EUROPE**  
CONFERENCE OF EUROPEAN STATISTICIANS

**Meeting of the Group of Experts on Migration Statistics**

Geneva, 7-8 May 2024

**Workshop on the International Recommendations on Statistics  
on Refugees, Internally Displaced Persons, and Statelessness**

Geneva, 6 May 2024

## **LOGISTICAL INFORMATION**

The meeting and the workshop will be held at the Palais des Nations, Geneva, Switzerland  
(morning sessions 9:30–12:30 / afternoon sessions 14:30–17:30)

### **I. GENERAL INFORMATION AND REGISTRATION**

The United Nations Economic Commission for Europe (UNECE) and the Expert Group on Refugee, IDP and Statelessness Statistics (EGRISS) are jointly organizing the [Workshop on the International Recommendations on Statistics on Refugees, Internally Displaced Persons, and Statelessness](#), on 6 May 2024 at the Palais des Nations in Geneva, in collaboration with the International Organization for Migration (IOM) and the United Nations High Commissioner for Refugees (UNHCR).

The UNECE is also organizing the [meeting of the Group of Experts on Migration Statistics](#) on 7 and 8 May 2024 at the Palais des Nations in Geneva. The meeting is organized in collaboration with the Expert Group on Refugee, IDP and Statelessness Statistics (EGRISS), the International Organization for Migration (IOM) and the United Nations High Commissioner for Refugees (UNHCR).

The workshop and the meeting are open to representatives of all UNECE member States. Representatives of other 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 also register and will be able to participate subject to available capacity.

All participants must **register online by 5 April 2024**, separately for the [expert meeting](#) and for the [workshop](#) (Short title: Workshop on Refugee Statistics)

Countries are encouraged to identify their own sources of funding for their delegates. Countries that wish to discuss possibilities for financial support should contact UNECE at [social.stats@un.org](mailto:social.stats@un.org) **by 26 February 2024**, indicating the name, position and role of the delegate for whom funding is requested.

The working languages of the workshop are **English and Russian**. Simultaneous interpretation will be provided in these languages.

The working languages of the expert meeting are **English, Russian and French**. Simultaneous interpretation will be provided in these languages.

Timetables, papers, presentations and other documents will be made available on the webpages of the [workshop](#) and of the [expert meeting](#). They will not be distributed in print.

Instructions for submission of papers and presentations are provided in the call for contributions for the [workshop](#) and in the call for papers for the [expert meeting](#).

## II. VENUE



The workshop and the expert meeting will be held at the Palais des Nations in Geneva, Switzerland.

Further details on the room, in which the meetings will be held, instructions on how to get to the meeting room and other important logistical information, will be communicated by e-mail to all registered participants several days before the meetings.

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 meeting and a QR code. Once downloaded to a mobile phone or any other mobile device, the digital badge will enable faster entry to the Palais des Nations. Please click the link to view a video, which provides more details on how the digital badge will work: [Pavilion Prégny \(English\) - YouTube](#).



Participants who do not have a phone or any other mobile device should print their confirmation in color and bring it with them on the first day of the meeting.

You may find the map of the Palais des Nations on the next page.



### 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 **C2**
- Door **D9**
- Door **A13**
- 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, 1<sup>st</sup> floor  
 Door **A15** | Ground floor near the Cafeteria  
 Door **A13** | 2<sup>nd</sup>, 3<sup>rd</sup> and 5<sup>th</sup> floors  
**Door C6** | Ground floor, 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> floors  
**Door E40** | 1<sup>st</sup>, 3<sup>rd</sup> and 6<sup>th</sup> floors  
 Door **A17** | 3<sup>rd</sup> 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
<b>1</b> SAFI SHOP / POST OFFICE	-1	S1
<b>2</b> MEDICAL SERVICE	1	S1
<b>3</b> PRESS BAR	0	C6
<b>4</b> SALON SUISSE	3	C6
<b>5</b> CAFETERIA	0	A13 15
<b>6</b> DELEGATES RESTAURANT	8	A13 15
<b>7</b> CONCORDIA BAR	2	A13 15
<b>8</b> GUIDED TOURS www.ungeneva.org UN STAMPS	2	E39
<b>9</b> BOOKSHOP / SOUVENIRS	2	E40
<b>10</b> SERPENT BAR PASTA CORNER	1	E40
<b>11</b> UBS BANK / UNFCU BANK	2	E40
<b>12</b> PALETTE BAR	6	E40
<b>13</b> GRAB 'N' GO	2	H60
<b>14</b> CLIENT SUPPORT CENTRE	1	H60

### CONFERENCE ROOMS

BUILDING	FLOOR	DOOR
<b>BUILDING A</b>		
ROOMS <b>III, V</b>	1	C6
ROOMS <b>VI, VII, VIII, IX</b>	3	A13
ROOMS <b>X, XI, XII</b>	3	A15
ROOM <b>XIV</b>	1	A18
ROOM <b>XV</b>	2	A11
ROOM <b>XVI</b>	5	A13 15
<b>CONCORDIA 1-5</b>	2	A13 15
<b>ASSEMBLY HALL</b>	3	A13 15
<b>BUILDING B</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
<b>BUILDING C</b>		
ROOMS <b>I, II</b>	1	C6
ROOM <b>IV</b>	3	C6
<b>COUNCIL CHAMBER</b>	1	C6
<b>BUILDING E</b>		
ROOMS <b>XVII, XVIII</b>	1	E40
ROOMS <b>XIX, XX</b>	3	E40
ROOMS <b>XXI, XXII, XXIII, XXIV, XXV, XXVI, XXVII</b>	1	E40
<b>BUILDING S</b>		
ROOM <b>S1</b>	0	S2
ROOMS <b>S2, S3, S4</b>	3	S2
ROOM <b>S5</b>	4	S2
<b>TEMPUS</b>		
1, 2, 3		0

### III. 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 valuable 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 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.

### IV. VISAS

Participants travelling to Switzerland must have a valid passport and, if required, a visa<sup>1</sup>. 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 UNECE at [social.stats@un.org](mailto:social.stats@un.org).

### V. COVID-19 MEASURES

All public health measures and travel requirements related to COVID-19 have now been lifted.

Nevertheless, in the interests of protecting one-another's health, please do not come to the UN premises if you develop any COVID-like symptoms.

### VI. 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.

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<sup>1</sup> 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>.

## VII. PUBLIC TRANSPORT

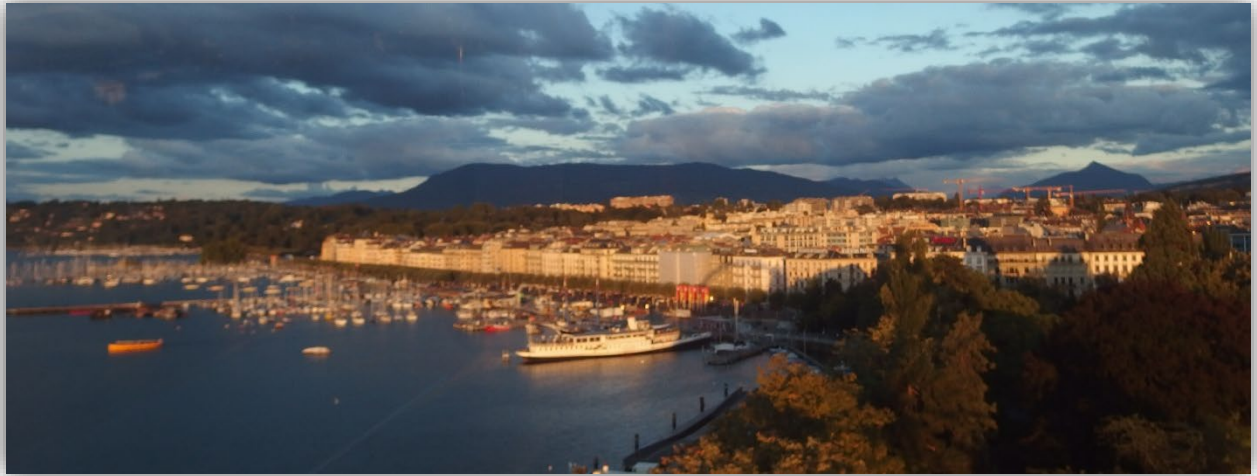
Geneva has an extensive public transport network with many tram and bus lines. See <https://www.tpg.ch/fr> to plan your route.



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.

## VIII. GENERAL INFORMATION ABOUT GENEVA



### Currency

The Swiss currency is the Swiss franc (CHF).

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.

All major credit cards are widely accepted in shops, hotels and restaurants.

### Time Zone

Switzerland is 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

**IX. INFORMATION AND CORRESPONDENCE**

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

**UNECE**

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