

**Logistics note for the 25th International Meeting of National Mine Action Programme
Directors and United Nations Advisers (NDM-UN25)
23-24 June 2022**

Updated 13 June 2022

I. General information

This year's event will be held at the World Intellectual Property Organization (WIPO) in Geneva. The WIPO is situated close to the Palais de Nations.

Address:

World Intellectual Property Organization
34, Chemin des Colombettes
CH-1211 Geneva 20, Switzerland

II. Registering in Indico

All participants to the Conference must register on the UN Office at Geneva Online System: Indico. The platform provides organizers a comprehensive list of registered participants – which greatly helps us in terms of logistics.

To start the process, please go to the Indico registration page:

<https://indico.un.org/event/1000778/registrations/7379/>

- Participants registering for the first time will need to upload passport details and a passport-quality photo. If the requested documents are not attached, the system will reject the application.
- Participants who have already registered for a previous meeting at UNOG, can simply log in to their existing account in Indico and register for the NDM-UN25 following the event page:
<https://indico.un.org/event/1000778/>

Once you created an account, register for the meeting. Once you do that, UNMAS will be notified about pending registration request and someone will approve it. You will then receive an email confirming approval of your registration

III. Registering on the day

Due to the more compact, two-day conference this year, participants are requested to note that there is a shorter period on 23 Thursday morning to collect the badges from 8 AM to 9.45 AM. This can create a line, so we ask participants to arrive early and be prepared to queue for a short period of time. The opening ceremony starts at 10 AM in the WIPO Conference Hall.

For security reasons, kindly note that your conference badge must be worn and visible to WIPO and conference staff at all times while on location.

IV. Directions: Reaching the WIPO

To reach NDM-UN25, please go to the WIPO Access Center located on the north side of the WIPO AB Building. Access for persons with reduced mobility is available throughout WIPO premises. Guide-dogs for the visually-impaired are allowed.



By taxi:

If you are coming to WIPO directly from the airport by taxi, ask to be driven to WIPO at 34, Chemin des Colombettes, Geneva 20, 1211. From the airport, it takes about 10 minutes and costs about 30 CHF. If you are taking an Uber, you may write 'WIPO' as the destination point.

By bus:

Geneva is a small city and public transportation works very well. You may find schedules and more information at <http://tpg.ch> (they do not have a full English version of the website but it can be Google translated, and they have a smartphone application as well called 'tpg' with live information on departures).

The most convenient way to access the WIPO is to go to the "Intercontinental" or "UIT" bus stops, they are located very close to the WIPO. Alternatively, you can choose to stop at 'NATIONS', as it is well-connected to the public transport network. The Tramway 15, and Bus 5, Bus 8, Bus 11, Bus 20, Bus 22, Bus 28 and Bus F stop at 'NATIONS' which is located about 3-5 minutes by foot from the WIPO.



Nota Bene: When you stay in a hotel, you will receive a **‘Geneva Transport Card’ free of charge**. With this card, public transport in Geneva is free for the full duration of your stay. This personal and non-transferable card will be given to you when you arrive at your accommodation. It permits unlimited travel on Geneva's public transport network UNIRESO: bus (TPG), train (CFF) and boat (Mouettes Genevoises).

V. During the Conference - Miscellaneous

All plenary sessions will take place at the WIPO Conference Hall (WCH). Side events will take place in the Orange, Red and Blue rooms. The rooms for the side events will be small and participants are admitted on a first come, first serve basis. Those who would like to attend a side event but cannot sit into the room, will have a chance to follow the event online by connecting to it with their own devices.

Language:

Simultaneous interpretation will be provided during all plenary sessions in six official UN languages (Arabic, Chinese, English, French, Russian, Spanish). Side events will be in English only.

WiFi:

WIFI is available in all public areas. The access code will be provided to participants at the NDM-UN25 registration desk.

Food Options:

As NDM-UN this year is not organized at the Palais des Nations, and due to persistent COVID-19 restrictions, **participants will likely not have access to on-site lunch options. The organizers are planning to provide light refreshments, but it is recommended that participants plan contingencies especially if they have dietary restrictions.**

A number of cafés and restaurants are situated within walking distance of the WIPO campus, some of which listed below.

Restaurant Woods

InterContinental Geneva, an IHG Hotel
Chem. du Petit-Saconnex 7, 1209 Genève, Switzerland
Lunch: 12-2pm

Cake J'adore

Chem. de Sous-Bois 16, 1202 Genève, Switzerland
Open: 10am-7pm

Mulan

Rue Maurice-Braillard 18, 1202 Genève, Switzerland
Lunch: 12-2:30pm

Brasserie Tivoli

Rue de Montbrillant 87, 1202 Genève, Switzerland
Open: 10am-12pm

Groceries:

Coop Supermarché Genève de Budé
Av. De-Budé 15, 1202 Genève, Switzerland
Open: 8am-7:30pm

Coop Supermarché Genève Montbrillant
Rue de Montbrillant 90, 1202 Genève, Switzerland
Open: 7:30am-7:30pm

COVID-19:

Given pandemic restrictions globally, please note that rules and restrictions can change with short notice. Please use Travelcheck (<https://travelcheck.admin.ch/home>) to check whether and under what conditions you can enter Switzerland.

While there is no mask mandate in Switzerland at the moment, it is recommended that participants wear masks as a precautionary measure especially when social distancing is not possible at NDM-UN25.

The organizers will have a limited amount of masks to share if someone develops symptoms during the conference.

If you need to have a COVID-19 test in order to return home, test locations can be found here:
<https://www.ge.ch/en/covid-19-get-tested/where-can-one-be-tested-geneva>

Health:

All participants are responsible to have adequate travel and health insurance for the whole duration of their stay in Switzerland.

WIPO's Medical Unit is located in the GBI Building (Room GBI 0.6) near the WIPO AB Building lobby (tel: +41 22 338 9128). Open Monday to Friday, 08:30 to 18:00.

For medical emergencies call 112.

Computer facilities:

A number of PCs, with free Internet access and shared printer, are available. Access is on a first-come/first-served basis. In the interests of other delegates, users are encouraged to reduce their access time in case of high demand.

ATM:

A cash dispenser is available on the ground floor of the WIPO GBI Building (right-hand side of the lobby of the WIPO AB Building). Swiss francs and Euros are available, using internationally-recognized credit cards. The closest bank is the UBS Vermont-Nations Branch, 17bis Chemin Louis Dunant, 5 minutes walk from WIPO.

Cocktail reception:

All registered participants are invited to a cocktail reception on 23 Thursday 5.30 PM at the WIPO, kindly hosted by the Government of Switzerland.

Visa:

Participants are responsible for making their own visa arrangements. Visa information can be found here: <https://www.eda.admin.ch/eda/en/home/entry-switzerland-residence/visa-requirements-application-form.html>

Other:

Please note that Switzerland has its own standard for electrical plugs which may be different than those used in other countries (SEV 1011, 220 VAC/50Hz).

**Useful web-pages:**

- United Nations Office at Geneva: <https://www.ungeneva.org/en>
- WIPO at the UN Office at Geneva: <https://www.ungeneva.org/en/wipo>
- Geneva Public Transportation: <https://www.tpg.ch/en/coming-soon>
- Geneva airport information: <https://www.gva.ch/en/>
- Geneva Tourism information office: <https://www.geneve.com/>

Emergency numbers in Switzerland:

- *General 112*
- *Police: 117*
- *Fire service: 118*
- *Ambulance: 144*

VI. CONTACT INFORMATION

Feel free to contact us if you have any questions on the information provided in this note.

United Nations Mine Action Service: unmasgeneva@un.org