

38th Session of the Inter-Agency Security Management Network (IASMN)

20 June – 22 June
Montreux, Switzerland

INFORMATION FOR PARTICIPANTS

Hotel & Conference Venue Information

The 38th session of the IASMN Meeting will be held at the Eurotel Montreux Hotel, Montreux, Switzerland, in Room Piccard from 20 June – to 22 June 2023. Participants will lodge at the same venue.

The Swiss Confederation is generously hosting the IASMN Meeting again and has arranged hotel accommodations for the participants. To ensure that appropriate numbers of rooms at Eurotel are reserved for the participants, the Swiss Confederation kindly asks that you confirm your participation. Therefore, please fill out the required form on INDICO with preliminary confirmation for the session: [IASMN Montreux 2023 \(20-22 June 2023\): Overview · Indico](#). The deadline is the **21st of April 2023**. If you have technical issues or questions, please contact Aude Engrand (aude.engrand@un.org).

Please note, that the final deadline for any changes **is 20th of May, 2023** to *Almazova Aigerim* (aalmazova@iom.int).

The Swiss Confederation will be covering the costs of 3 nights stay at the Eurotel Montreux Hotel (breakfast included) and lunches of the principal representative during the meeting. Participants are expected to check in on 19th June, Monday, and check out on 22 June, Thursday, afternoon. For participants whose flights are only available on 23rd June, Friday, kindly indicate this in your confirmation email so a fourth night can be arranged and be covered by the Host.

For multiple agency representatives in the Meeting, kindly contact *Aigerim Almazova* (aalmazova@iom.int). Accommodation of additional representative/s, as approved by the USG, will have to be paid for by their respective agency. The special rate per night for additional participants and private stays is **CHF 185.00 per night for single use** (only for the conference) + **CHF 7.00 city tax per night per person**. All participants will have to settle the CHF 7.00 city tax per night per person directly, including those whose stay will be covered by the Swiss Confederation.

IMPORTANT: As per Eurotel Hotel, a special rate will only be extended to guests who book through the IASMN meeting logistics support focal point, *Almazova Aigerim*.

Hotel amenities included are in-room Wi-Fi connection and fitness facility/gym, free of charge. For more information about the hotel, you may visit their website at: <http://www.eurotel-montreux.ch/en/>

Travel Arrangements

Participants' travel arrangements such as air and train tickets, visas, Travel Authorization, DSA, and others shall be coordinated directly by the participants with their respective organizations. The nearest airport from Montreux is the Geneva International Airport or also known as Cointrin Airport.

Participants are responsible for filing their security clearance request via TRIP (<https://dss.un.org>).

Participants are also recommended to familiarize themselves with their health insurance coverage and their own organization's medical/occupational COVID-19 protocols, including their organization's medical emergency focal point/s.

COVID-19 Travel Requirements and Health Measures

COVID-19 restrictions for persons entering Switzerland were lifted. It is no longer necessary to provide proof of vaccination, recovery, or a negative test or complete an entry form. However, all participants are requested to check their specific COVID-19 requirements for entry to Switzerland using the Swiss Federal Office of Public Health's [Travelcheck](#) website as part of their travel preparation. In addition, aside from the Swiss entry health measures, participants are responsible for checking if additional health measures are required by the airlines and transit countries, if applicable.

For more information on the COVID-19 requirements for entering Switzerland, you can visit the Swiss regulation [here](#) and/or use the Swiss [Travelcheck](#).

DSA rate

DSA calculation shall be based on participants' respective organization's Travel Policy, noting that 3-night accommodation and lunch from 19 June to 22 June will be covered by the Swiss Confederation or 4 nights for relevant travelers.

Food Restriction/s or Dietary Requirements

As lunch will be provided in the meeting venue, please let *Almazova Aigerim* (aalmazova@iom.int) know if you have any food restriction/s, allergies, or specific dietary requirements

Transportation (Geneva Airport to/from Eurotel Montreux Hotel)

The best means of travel from Geneva Airport to Montreux is by train directly from Geneva Airport. The journey takes approximately one hour and 15 minutes. Direct trains usually run every 30 minutes from the airport. Train tickets can be purchased in advance through the SBB CFF website <http://www.sbb.ch/en/home.html> or can be purchased in the ticket shops at the airport. *See map 1 for the ticket shop's location.* Train schedules are also available on the SBB CFF website.

From the Montreux main train station, Eurotel Montreux Hotel is just approximately 200 meters away. Head northwest on Avenue des Alpes toward Escaliers de l'Hotel Suisse. Turn

left, passing through Escaliers de l'Hotel Suisse. Turn right onto Grand Rue. *See map 2 for reference.*

Taxis are also available immediately upon exiting the arrival area of the Geneva airport. However, please be aware that the taxi fare from the Geneva airport to Montreux will likely cost CHF 220 – 280 (one way).

There are no hotel shuttle buses available.

For participants who are driving, it will take you approximately one hour from Geneva and you need to take the A1 Autoroute and exit at Montreux. Parking is available at the Eurotel Hotel, for **CHF 25** per night, which needs to be directly paid to the hotel by the participant/s.

Social Event on 21 June, Wednesday, Evening

Participants are kindly requested not to make any commitments on the evening of Wednesday, 21 June as a social activity has been kindly organized and sponsored by the Swiss Confederation. The event will be in an informal setting. Recommended attire is casual and please bring a light jacket as the weather can be cooler in the evening.

More Useful Information

Swiss Currency and Payment Methods

The Swiss currency is the Swiss Franc. Although Euros are accepted in some establishments in Geneva and Montreux, their exchange rate will likely be a disadvantage on your part. US dollars are generally not accepted.

Debit and credit cards are widely accepted in Geneva and Montreux. Currency exchange and ATM/Cash Machines are available at the arrival area, upon exiting customs, in the Geneva Airport. *See map 1.*

Weather in Montreux

It is recommended that participants check the weather (<http://www.meteoswiss.admin.ch/home.html?tab=overview>) as we approach the meeting dates.

Taxis in Montreux and Geneva

Public transportations in Montreux and Geneva are safe and very convenient. However, should you need to take a taxi, there are a lot of taxi stands found around Montreux and Geneva. Should you need to call, these are recommended taxi companies:

Taxi Lemania (Montreux): +41 (0) 21 963 6363
Cooperative Taxis (Geneva): +41 (2) 22 320 2202

Medical Emergency

For non-serious medical concerns, the nearest pharmacy, Pharmacie du Palace, is 180m north of Eurotel Montreux Hotel (open until 18h30 on weekdays) and Pharmacie Sun Store, 600m south of the Hotel (open until 20h00 on weekdays). For serious medical issues, the nearest hospital is:

Hospital Riviera-Chablais (approximately 1.8km from the Hotel) is at Avenue de Belmont 25. Tel : +41 21 966 6666

To call an **ambulance**, dial **144**.

Safety and Security in Montreux and Geneva

Montreux and Geneva are generally safe towns. However, similar to other European towns, petty crimes, such as pickpocketing, exist. As June is already the beginning of summer, petty crimes tend to increase as more tourists come. With this, just be mindful of your belongings, particularly when you are in the train, train stations, or other touristy areas.

Emergency contact numbers in Switzerland

Police	117
UN Office in Geneva (UNOG) Security Control Center	+41 22 917 2900 / 2
Luc Vandamme (IOM)	+41 79 833 6422
Aigerim Almazova (IOM)	+41 79 573 65 78

IASMN Meeting Admin and Logistics Focal Points

For inquiries on the hotel accommodation and other admin matters in Switzerland, please contact:

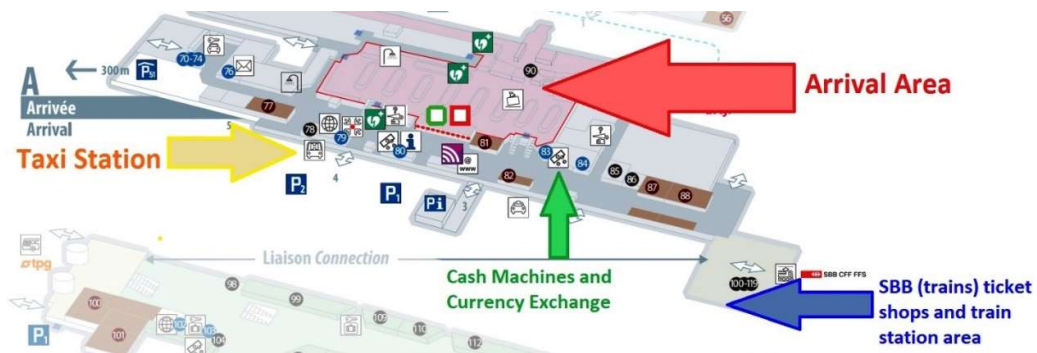
Aigerim Almazova

aalmazova@iom.int | Mobile: +41 79 573 65 78

For overall inquiries on the IASMN Meeting, please contact:

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Map 1: Airport Arrival Area for cash machines, currency exchange, taxis, and train





Map 2. Montreux Main Station to the Hotel