

## INFORMATION NOTE

### 2023 UNHCR Nansen Refugee Award

## DATE, TIME & LOCATION

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### Date & time:

**Date:** 13 December 2023

- **Doors open (welcome cocktail):** 18:00 CET
- **Ceremony starts:** 19:00 CET (19:15 CET livestream)
- **Post-ceremony reception:** 20:30 CET

NOTE: The time zone in Geneva is CET (Central European Time)

### Location: Palexpo, Geneva, Switzerland

- **Website:** <https://www.palexpo.ch>
- **Address :**  
Route François-Peyrot 30  
CH-1218 Grand-Saconnex  
Geneva, Switzerland

[Google Maps link](#)



## INVITATIONS & REGISTRATION

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### Invitations:

The 2023 UNHCR Nansen Refugee Award is **by invitation only**.

### Registration:

All invitees are **required to register** in the Indico Nansen event page. The **registration instructions & the link to Indico** will be shared separately with all invitees.

All participants to the Nansen ceremony, including those with a UN Office at Geneva (UNOG) ID badge, **must register online** through the Indico link provided by UNHCR to invited participants.

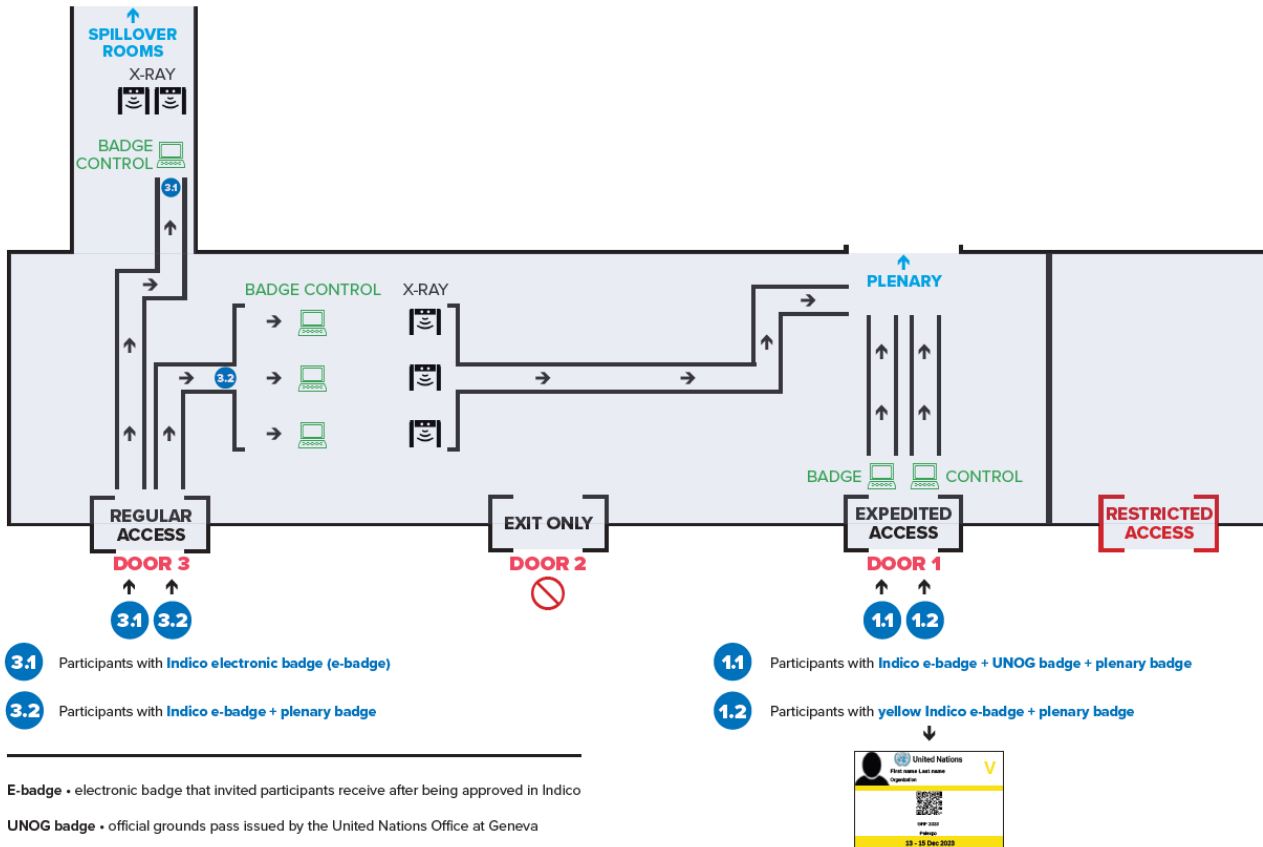
Registrations will be reviewed by the UNHCR Nansen Refugee Award Team and only accepted registrants will be able to access the ceremony.

**Note:** Invitees will need to register separately to attend the Global Refugee Forum.

## ENTRY POINTS AT PALEXPO

**Entry points for holders of a Nansen badge only:** In order to access Paalexpo, **Door 3** will be used for all participants that only hold an Indico e-badge to the UNHCR Nansen Refugee Award. Once inside you will be given instructions on how to access the Nansen ceremony and reception space.

**Entry points for holders of a GRF badge:** Please see the [GRF note on security arrangements](#) for further information.



## CHECK-IN & SEATING ARRANGEMENTS

### Check-in:

Doors for check-in will open at **17.45 CEST**. All attendees are requested to have their **e-badge with their unique QR access code** at hand to ease the check-in process to the Nansen Refugee Award ceremony.

Please bring a **valid identification**. All attendees without an ID or an e-badge will be denied entry to the ceremony.

### Seating arrangements:

All attendees will be guided to their seats once the doors to the main ceremony space open. More information will be made available as needed.

## TENTATIVE RUN-OF-SHOW

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TENTATIVE RUN OF SHOW: 2023 NANSEN CEREMONY	
18:00	Check-in and welcome cocktail with hors d'oeuvres
19:00	Ceremony begins - Welcome by MC
	Legacy video (Fridtjof Nansen and history of the award)
	Opening performance: Lous & the Yakuza
	High Commissioner speech
	Regional winners: brief video, introduced on stage, receive certificates, give brief thank you speech (region by region)
	Mid-show performance: Miyavi
	Global Laureate brief video, introduced on stage, receives medal, gives brief thank you speech
	Closing performance: Ricky Kej with local chorus & orchestra
	Closing of show
20:30	Reception (food, drinks and exhibitions)

## LANGUAGES & INTERPRETATION

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**In-person participation:** Simultaneous interpretation will be provided in English and French for in-person participants. Headsets will be provided to all attendees and will be placed next to each seat. Interpretation will be transmitted as follows:

- Channel 0: Floor language
- Channel 1: English

**Livestream:** The livestream will only be transmitted in English. More information on the livestream can be found in the next few sections.

## WEATHER CONDITIONS & DRESS CODE

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Please note that Geneva's average temperature for the month of December is 0–6 degrees Celsius during the day and -5–0 degrees Celsius after the dark with occasional rains.

Business formal attire is expected. For your comfort, we would kindly advise you to:

- wear warm clothing
- dress in layers
- bring an umbrella

## FIRST AID

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There is an **infirmary** at Palexpo. In case of a **health issue**, please liaise with security.

In case of an emergency, please call +41 (0) 22 761 13 18 for all emergencies and need for help in Palexpo.

## ACCESSIBILITY

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### Disability:

The venue is accessible and equipped with elevators (to enable everyone to participate in the event). Any request for the provision of (disability related) reasonable accommodation or questions on accessibility can be indicated in the Indico registration form and made by directly contacting the Nansen Team at [nansen@unhcr.org](mailto:nansen@unhcr.org) as early as possible. Late requests will be satisfied to the extent possible.

### Disability access map & toilets:

Please see [this map](#) for disability access around Palexpo. There will be volunteers available to assist in guiding participants towards accessible toilets. Access to the bathrooms is possible with stairs or lift.

## LIVESTREAM & SOCIAL MEDIA

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### Livestream:

The 2023 UNHCR Nansen Refugee Award ceremony will be livestreamed on YouTube and via the Nansen website at <https://www.unhcr.org/nansen-refugee-award.html>, where you will also find the latest information.

You can watch the livestream directly on [YouTube - 2023 Nansen ceremony](#).

### Social media:

We encourage participants sharing on social media to use our hashtag and tag the UNHCR's global accounts:

- **Hashtag:** #NansenAward
- **Twitter:** [@refugees](#)
- **Instagram:** [@Refugees](#)
- **Facebook:** [@UNHCR, the UN Refugee Agency](#)
- **YouTube:** [@UNHCR](#)

## PROGRAMME & DOCUMENTATION

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The 2023 UNHCR Nansen Refugee Award programme will be available online prior to the ceremony on UNHCR's website at: <https://www.unhcr.org/nansen-refugee-award.html>

An English printed version of the programme will also be given to attendees at the ceremony.



## ACCESS & TRANSPORTATION

### ACCESS:

Drop-off location (Palexpo – Genève) – 2023 UNHCR Nansen Award ceremony venue:



### PARKING:

> **Parking:** There are 1,500 parking spots in the P12 parking (please [see here](#) for more information). There are 4 parking spaces for people with disabilities per floor, so a total of 12 spaces.

All attendees are strongly encouraged to use public transport or shuttle buses (if attending GRF), or to be **dropped-off** to access the ceremony venue due to the high demand.

> **Charging locations for electric cars:** There are 4 fast charging stations (20kW) installed on level -1 of the P12 parking

### TRANSPORTATION FROM THE AIRPORT & TRAIN STATION:

How to get to the venue from the airport and the train station to Palexpo?

> **Access by Car:** [more information here](#)

> **Many bus lines** from Geneva and its surroundings connect to Palexpo. More [information here](#) and [here](#).

> **Trains:** More [information here](#).

**From the airport (Geneve International Airport):** [google maps link](#)

- **By Car:** Approximately 3 minutes
- **By Bus:** Bus number 23 (approximately 7-10 minutes) – direction: Grand-Saconnex
  - First stop (departure): Genève Aéroport
  - Final Stop (arrival): Grand Saconnex, Arena Halle 7
  - Walk 5 minutes to the venue

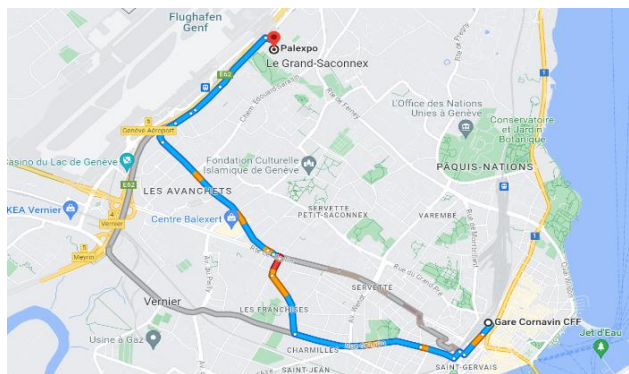
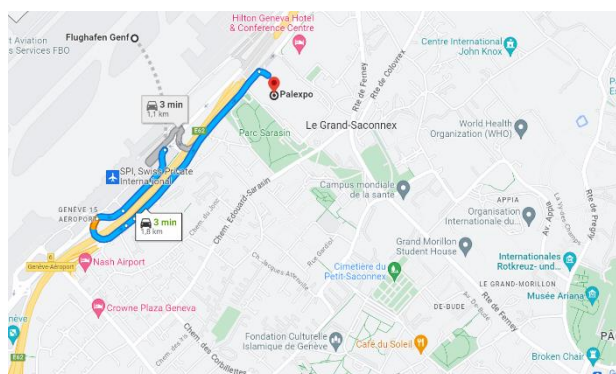
**From the main train station (Gare Cornavin):**

- **By Car:** Approximately 15 minutes
- **By Bus:** Bus number 5, 10, 23 (approximately 18 minutes) – direction: Genève-Aéroport
  - First stop (departure): Gare Cornavin
  - Final Stop (arrival): Grand Saconnex, Arena Halle 7

> **Taxis and Ubers** are also available in the city. There is a taxi stand next to the Palexpo main entrances (TAXIPHONE: +41 (0)22 33 141 33)



PUBLIC TRANSPORTATION: from airport (image on the left) / from Gare Cornavin (image on the right).



### Access to public transportation:

**Geneva Free Public Transport card:** By staying at hotels or hostels, you are entitled to receive a personal and non-transferable Geneva Transport Card at no cost. This card will allow you to use for free the public transportation system, which includes buses, trams, trains, and yellow taxi-boats (mouettes). Please contact the accommodation where you will be staying, which must be registered with Geneva Tourism & Congress. If it isn't, please ask the host to contact them directly. Three days before arrival, you will receive an e-mail from the accommodation with an online form to fill in to receive your Geneva Transport Card. Don't forget to check your spam if you haven't received the form.

For more information, please visit this website: [Already in Geneva - all the information to discover the city \(geneve.com\)](http://www.geneve.com)

**BIENVENUE À GENÈVE.**  
Les transports publics vous sont offerts.

Découvrez Genève en toute liberté grâce à votre Geneva Transport Card qui vous donne accès gratuitement à tous les transports publics. Bus, tram, train et mouettes genevoises vous emmènent à travers la ville pour découvrir vos activités et visites préférées.

Pour en savoir plus sur les expériences à vivre à Genève, consulter [www.geneve.com](http://www.geneve.com) et découvrez toutes nos suggestions!

Et pour tous vos déplacements, rendez-vous sur [www.unireso.com](http://www.unireso.com)

**Ce document fait office de titre de transport. À présenter au moment du contrôle avec une pièce d'identité.**

Il est valable durant votre séjour jusqu'à la fin des services de transports, sur l'ensemble de l'offre unireso zone 10 en 2ème classe. Personnel, non échangeable et non remboursable. Pour le surplus, les conditions générales de vente unireso s'appliquent.

Émis par la Fondation Genève Tourisme & Congrès.

## CLOAKROOM

A coatrack will be made available on level -1 in front of the plenary room for those participants attending GRF. Additional, but limited space will also be available at the Nansen floor. Participants may leave their coats and belongings at **their discretion**. Please note that UNHCR will not assume any liability for lost or stolen items.

## VISAS

Attendees who need visas, are encouraged to use the invitation as support to request for visa. If further documentation is needed for visa applications, please send a specific request to [nansen@unhcr.org](mailto:nansen@unhcr.org).

## ACCOMMODATION

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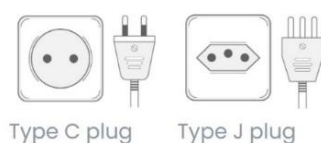
Where to stay in Geneva? It is the responsibility of each participant to organize their accommodation in Geneva. Should participants require assistance with accommodation, general information is available in the [Geneva Tourism Office](#). Please find below some suggested hotels.

Hotel	Price estimation per night	#Stars	Driving distance to Palexpo (venue)
<a href="#">Hôtel de la Cigogne</a>	From 393 CHF	5	19 minutes
<a href="#">Les Armures</a>	From 428 CHF	5	17 minutes
<a href="#">Hotel d'Angleterre</a>	From 456 CHF	5	14 minutes
<a href="#">MEININGER Geneve</a>	From 231 CHF	3	8 minutes
<a href="#">Hotel Warwick</a>	From 256 CHF	4	15 minutes
<a href="#">Hotel Cornavin Geneve</a>	From 186 CHF	4	14 minutes
<a href="#">NH Geneva City</a>	From 192 CHF	4	10 minutes
<a href="#">Hotel Tor</a>	From 222 CHF	3	17 minutes
<a href="#">ibis Genève Centre Gare</a>	From CHF181	3	12 minutes
<a href="#">Hôtel Astoria</a>	From CHF148	3	16 minutes
<a href="#">Hotel Hilton</a>	From CHF209	4	3 minutes
<a href="#">Hotel Eden</a>	From CHF190	4	10 minutes

## ELECTRICITY OUTLET

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Switzerland uses power outlets and **plugs of types C & J** as shown in the pictures below. Switzerland operates at a standard voltage of **230V** with a standard frequency of 50Hz.



## USEFUL RESOURCES

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- 2023 Nansen Refugee Award webpage: <https://www.unhcr.org/nansen-refugee-award.html>
- Palexpo (ceremony venue): <https://www.palexpo.ch>
- Visa information: <https://www.swiss-visa.ch/ivis2/#/i210-select-country>
- Travelling to Switzerland COVID-19 requirements: <https://www.bag.admin.ch/bag/en/home/krankheiten/ausbrueche-epidemien-pandemien/aktuelle-ausbrueche-epidemien/novel-cov/empfehlungen-fuer-reisende.html>

*Last updated as of 11 December 2023.*