

**GFMD 2014-2015 Thematic Meeting 3**

on

***Recognizing the contributions of women migrants to economic and social developments in countries of origin and destination and addressing their specific needs***

08 September 2015  
Geneva, Switzerland

**PRACTICAL INFORMATION FOR DELEGATES**

| <b>VENUE</b>                |  |
|-----------------------------|--|
| <b>Conference Room</b>      | <b>La Salle II<br/>International Labour Organization (ILO)</b><br>4 Route des Morillons<br>CH-1211 Geneva 22<br>Switzerland<br><a href="http://www.ilo.org">www.ilo.org</a>  |
| <b>Directions</b>           | The ILO is located alongside the 'BIT' bus station for bus lines F, 8 and 28. It is just two stops away from the United Nations Plaza with transfers to many tram and bus lines.<br><br>To plan your best public transportation route, please consult the TPG website: <a href="http://www.tpg.ch">http://www.tpg.ch</a> .<br><br>A map of Geneva and the ILO building can be accessed at: <a href="http://binged.it/Z5FWwW">http://binged.it/Z5FWwW</a> |
| <b>Security Arrangement</b> | In view of ongoing renovations at the ILO Building, GFMD delegates are advised to enter the ILO Building through <b>Door 4, R2 South</b> .   |
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| <b>MEETING</b>              |  |
| <b>Meeting starts</b>       | 8 September 2015, 9.30 hrs   |
| <b>Meeting ends</b>         | 8 September 2015, 17.00 hrs  |
| <b>Registration</b>         | Register by email to <a href="mailto:registration@gfmd.org">registration@gfmd.org</a> no later than 4 September 2015 to ensure inclusion in the participants' list.<br><br>A registration desk will be located in front of Salle II and will be open from 08:15 to 10:00 on Tuesday, September 8.  |
| <b>Languages</b>            | Simultaneous interpretation will be provided in English, French and Spanish  |

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|   | during the meeting.  |
| <b>Available Equipment</b>                              | Laptop connections, wireless internet, microphones, PowerPoint screen and projector.   |
| <b>MEALS</b>  |  |
| <b>Lunch</b>  | Lunch will be hosted by the Chair at the <b>BIT Eurest</b> , Level R2 North, (ILO Restaurant) from <b>12.30 – 14.00 hrs</b> , 8 September.<br><br>GFMD Support Unit staff will be on hand to direct delegates from the meeting venue to the BIT restaurant.  |
| <b>GENERAL INFORMATION</b>                              |  |
| <b>Restaurants</b>                                      | Please use the <i>Geneva Restaurants</i> search engine to find your preferred restaurant: <a href="http://www.geneverestaurants.ch/en/index.php">http://www.geneverestaurants.ch/en/index.php</a>  |
| <b>Tourism</b>  | <b>Geneva Tourism</b><br>Tel : +41-22-9097000<br><a href="http://www.geneve-tourisme.ch">http://www.geneve-tourisme.ch</a>   |
| <b>Weather</b>  | Average temperatures in Switzerland/Geneva in the month of September range from a low of 13 C° to a high of 22°C.  |
| <b>Electricity</b>                                      | Switzerland uses 220-230 volt current. It is recommended to bring adapters/converters.   |
| <b>Telephone country code</b>                           | To call Switzerland, you must first dial the country code +41. The local code for Geneva is 022. When placing international calls, dial 00 followed by the country and city codes.   |
| <b>Money</b>  | <b>Currency</b><br>In Switzerland, the official currency is the <i>Swiss Franc</i> (CHF). For updated currency exchange, please check the following site: <a href="http://www.xe.com/ucc">http://www.xe.com/ucc</a><br>Indicative exchange rate as of 12 February 2014: 1 CHF = 1.11 USD<br><br><b>Banks and credit cards</b><br>ATM machines are abundant; most accept major bank cards and credit cards, and they dispense Swiss francs at the going rate of exchange. |
| <b>Gratuity</b>   | Prices in hotels, restaurants, taxi fares, etc. are calculated to include taxes and service. A tip is not indispensable, but justified for good service. In restaurants, leave 10% of the bill.  |
| <b>CONTACT DETAILS</b>                                  |  |
| <b>Travel arrangements and other logistical support</b> | <b>GFMD Support Unit</b><br>GFMD Support Unit<br>Telephone: +41-22-788-4946<br>+41-22-788-4947<br>Mobile: +41-79-418-67 22<br>Email: <a href="mailto:supportunit@gfmd.org">supportunit@gfmd.org</a>  |