

GLOBAL CRYSPHERE WATCH
Implementation Meeting
First Session

Original: ENGLISH

GENEVA, SWITZERLAND
21 – 24 NOVEMBER 2011

**INFORMATION FOR PARTICIPANTS TO WMO MEETING
AT WMO HEADQUARTERS**

A. PLACE OF THE MEETING

Opening date and place of the session

The first GCW Implementation Meeting will be held at the World Meteorological Organization (WMO) headquarters, 7 bis avenue de la Paix, CH-1211 Geneva 2, Switzerland.
<http://map.search.ch/geneve/av.de-la-paix-7bis>.

The session will begin on 21 November 2011, at 09:00 in Salle C1. The session will end 24 November at 15:00. **English will be the language used at the meeting and for all documents.**

Security registration and conferences passes

Security regulations at the WMO require that all participants possess conference badges. To enter the WMO building, the participants of the session will receive a badge at the beginning of the session.

Participants are requested not to leave any luggage or briefcases unattended.

Lost and found is operated in the WMO, by the Security Service located at the reception. Lost and found can be reached at the following number: +41 22 730 84 24 (you should dial the last four digits when calling from a WMO internal phone).

Restaurant service

A self-service restaurant is situated at the top of the WMO building (“**A**” on the elevator button), where lunch can be purchased by participants at a very reasonable price. A café is also available there from 07:30 - 17:00, where drinks and pastries can be obtained. Participants may purchase drinks or snacks there during the meeting breaks.

Banks

A bank and two ATM machines are situated at the WTO building; rue de Lausanne, down the street from the WMO building. Currency exchange and other services are available from Monday to Friday (09:00 – 12:15 / 13:30 – 15:30). There are ATM machines throughout the city, at the airport and train station, but they are not as common as in other cities.

Medical services

In case of emergency, please call extension 55 20.

Postal service

The nearest post office is situated at the UN Headquarters (door 6), 10 minutes walking distance up the road from WMO.

Travel services

The American Express Travel Agency is located on the ground floor of the WMO building, (extension 80 15), for flight booking and confirmation. This office is closed on Saturday.

The WMO Travel Unit (Room 1J98, 1st floor, WMO Secretariat) will provide payment of travel expenses, if these have not been obtained earlier. It is open from Monday to Friday (09:00 - 12:00 / 14:00 - 16:30). The Travel Unit is closed on Saturdays.

Smoking

The entire WMO building is a smoke-free environment.

Focal points for the meeting

Miroslav Ondráš (OSD) – Chief, WMO Observing Systems Division (mondras@wmo.int)

Petra Pichler (AA/OSD) – correspondence and logistics (ppichler@wmo.int)

Barry Goodison – WMO Polar Activities programme officer (bgoodison@wmo.int)

B. TRAVEL INFORMATION

Visas:

Participants are responsible for obtaining all necessary visas for their travel to Switzerland. **This includes entry and transit visas.**

Languages, Currency and Credit Cards

The official languages spoken in Switzerland are French, German and Italian. English is spoken at hotels, many restaurants, shops and in WMO.

The currency is the Swiss Franc (CHF). Most hotels, restaurants and shops accept internationally valid credit cards. Some restaurants accept cash only, so please check upon entering. Currency exchange and ATM's are available at the airport.

Time Zone

Switzerland follows Central European Time, which is Universal Coordinated Time (UTC) + 1, during the period of the meeting.

Electricity

The electricity voltage is 220V 50 Hz, power sockets. Swiss adapter plugs can be obtained from the Conference Services Unit at request and upon deposit of 10 CHF.

Shopping

Shops are opened on Mondays, Tuesdays and Wednesdays from 09:00 - 19:00; on Thursdays from 09:00 - 21:00; on Fridays from 09:00 – 19:30 and on Saturdays from 09:00 - 1800. Shops are closed on Sundays.

C. ARRIVAL AT GENEVA INTERNATIONAL AIRPORT (COINTRIN)

The airport is located about 5 km from Geneva city centre. The city centre is easily reached by train or by bus using the public transport system (*Unireso*). Only one single ticket is required to travel by train, tram, bus or boat in the area France-Vaud-Geneva.

You can obtain a free bus/train ticket for local travel from the machine in the baggage claim area just before exiting airport customs. It is valid for 80 minutes. Geneva hotels will provide a public transportation pass, free of charge, for the length of your stay.

Tourist information and tickets can be obtained at the *Unireso* information counter in the Arrivals hall of the airport, after leaving customs control. Tickets can also be purchased from the machines located at bus stops (CHF or Euro change required) and at the Swiss railway station.

Geneva International Airport (Cointrin) web site: <http://www.gva.ch>.

D. TRANSPORTATION/HOTELS/USEFUL INFORMATION

Bus

Stops near WMO building: Rigot, Genève-Secheron, Jardin Botanique.

- From the airport (Cointrin) to the main railway station (Cornavin) - Bus No. 5 or 10
 - From the airport (Cointrin) to WMO building - Bus No. 28
 - Railway station (Cornavin) to WMO building - Bus No. 1
- (<http://www.tpg.ch/index.php/tpg/horaires>)

Train

- From the airport (Cointrin) to the main railway station (Cornavin). All trains from the airport stop at Cornavin.
 - From the main railway station (Cornavin) to the WMO building (takes three minutes, twice an hour, train stop: Genève-Secheron).
 - Connections can be made for national and international connections from Cointrin and Cornavin.
- (<http://www.unireso.com/scripts/reseaux/reseaux1.php?annee=20091213&id=136>)

Taxis

There is a very good taxi service from the airport. The airport is situated approximately 5 km from the centre of Geneva. However, taxis are expensive, so bus or train is recommended.

Hotels

YOU ARE URGED TO BOOK YOUR HOTEL AS SOON AS POSSIBLE AS THERE ARE MANY MEETINGS IN GENEVA DURING THIS PERIOD.

Hotels located closest to the WMO building are as follows:

Hotel Mon Repos***
131 rue de Lausanne
Tel: +41 (0)22 909 39 09
Fax: +41 (0)22 909 39 93
<http://www.hmrge.ch>

Hotel Eden***
135 rue de Lausanne
Tel: +41 (0)22 716 37 00
Fax: +41 (0)22 731 52 60
<http://www.eden.ch>

The Manotel Hotel Group (<http://www.manotel.com/fr/index.php>) has six hotels in the downtown area ranging from 3-star to 5-star, and many visitors have stayed there. Mention that you are attending a WMO meeting to receive a reduced UN rate for your hotel room.

A more complete list of hotels, which can also be searched by category, is to be found on the homepage of the Geneva Tourist Office (click on accommodation / hébergement: <http://www.geneve-tourisme.ch/> (click on desired language EN / FR).

Please check with your hotel on the easiest and cheapest way to reach the hotel from the airport or train station.

Plan and City Guide may be accessed at <http://www.ville-geneve.ch/>
(Under '**Tourism**' click on desired language available in FR, DE, EN, IT)

Information on Switzerland may be accessed at: <http://www.myswitzerland.com/en/home.html>.

More detailed Information for visitors may also be accessed at the WMO visitor's page: http://www.wmo.int/pages/visitors/index_en.html