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Vision Zero Fund Forum 2024

Practical Guide for participants

Geneva, Switzerland

9th and 10th of April 2024

Location and access to the Forum

The [Vision Zero Fund Forum](#) will take place on the 9th and 10th of April at the ILO headquarters ([route des Morillons 4](#)) in Geneva. This guide is meant to help visitors at ILO HQ to plan their participation in the Forum. For any questions, please contact us vzf@ilo.org.

Accommodation

Due to a parallel event, the Vision Zero Fund expects a shortage of available accommodation in Geneva. We have therefore reserved a limited + of rooms at [Château de Bossey](#), from where transportation to and from the ILO will be organized. **Participants should reach out directly to Chateau de Bossey to secure their accommodation with copy to [Nathalie Imbault](#).**

9th April - Departure Château de Bossey: **16:00**, Departure ILO: **20:45**

10th April - Departure Château de Bossey: **08:00**, Departure ILO: **18:00**

Alternatively, should participants wish to organize their accommodation independently, a list of Geneva-based hotels with UN rates is available [here](#).

Visa requirements

Prior to travel, Forum participants are requested to check with the airlines or with the consulate in their country of origin whether a visa is required for travel to Switzerland. **Participants are responsible for ensuring compliance with all relevant foreign entry requirements and that travel documents, such as passports and visas, are in order. If you require a personal letter of invitation to process your visa, please contact [Nathalie Imbault](#).**

UN Laissez Passer holders and EU nationals do not need a visa to enter Switzerland.

Transportation

TAXIS

Dial +41 22 331 4133 or reserve online at www.taxi-phone.ch or through their mobile app. The address "Route de Morillons 4" should drop you off at the indicated spot on the attached map.

PUBLIC TRANSPORTATION

For information on Geneva's public transport system, please visit www.tpg.ch or download their mobile app. The relevant bus stop is **OMS-BIT, which is reachable with the buses 8, 22, 60 and 61.**

PARKING

It is possible for outside participants to use the ILO parking upon request. Please contact [Nathalie Imbault](#) with parking requests, indicating dates and time of parking.

Access to the ILO building and venue of the Forum

Participants are kindly requested to complete the [online registration](#) before the Forum. This will facilitate a seamless entrance into the building on the days of the event.

Upon arrival on site, please find the **R2 North** entrance as indicated on the map below. Note that you will have to walk through the parking to find this entrance. Please follow the signs “Vision Zero Fund Forum”, which will lead you to the badge office (a small booth located in the P1 parking area). Please bring a valid ID that you will have to present to receive your **visitors badge**, which will be valid for both days of the Forum. After entering the building and passing the security barrier with your badge, further signs will guide you to the **Auditorium** located on **R2** on the South Side of the ILO building, between the R2 café and R2 library space (please see map). The Auditorium will be the venue of the Forum for both days of the Forum.

Please return your visitor badges at the end of the event on April 10th in the labelled box “Retour badges” located by the exit.

Accessibility and inclusion of persons with disabilities

BUS

If you come on foot from route des Morillons, the footpath unfortunately has a gradient of over 6%. We recommend that you avoid this option or do it with the assistance of someone else. The Avenue Appia side is a safer option.

REGISTRATION DESKS

Requests for reasonable accommodation should be addressed to [Nathalie Imbault](#).

MOBILITY WITHIN THE ILO BUILDING

It is relatively easy to move around the ILO independently from one side to the other. The lifts are accessible and adapted, including for wheelchair users and the visually impaired, with audio and Braille signage. However, we would warn you about the risk of falling in R1 and R2 areas and on the stairs.

Unfortunately, the granite floor is uneven, making it difficult for people on crutches or those with difficulty lifting their feet. We recommend comfortable shoes with a minimum heel if you have difficulty. Do not forget to hold on to the handrail if you can.

We recommend travelling between the south and north using the R3 footbridge.

All access points and height differences are adapted with gentle ramps.

TOILETS, SHOWERS

The ILO currently has more than 30 toilets for people with reduced mobility, as well as showers and changing rooms (R1 North). These are indicated on the plans. Our guards can guide you.

FORUM ROOM

On the south side, the R2 Auditorium is accessible by lift located on either side of the building. Again, we recommend travelling between the south and north using the R3 footbridge.

The height of the tables means you can sit in a wheelchair.

If you need hearing assistance, please notify the Forum organizers.

The technicians can lend you an induction loop/T-Coil.

The lighting in the rooms allows for appropriate reading, with a minimum of 500 lux on the tables.

Safety, health, and well-being

For all emergencies at the ILO Forum site Call 112 from an internal, fixed telephone (landline)

For immediate assistance during the event, you can also contact us directly at the following number: 0041 079 593 13 36

First aid services

The International Labour Office actively seeks to safeguard participants' health and safety during the Forum.

Forum participants are requested to report to the Forum secretariat any situation they believe to be a safety or health hazard.

The ILO Medical Service (MEDSERV) is available to provide basic medical advice and immediate assistance in case of need. It is situated on R3 level at the North end of the ILO building.

Opening hours are 9 a.m. to 6 p.m., from Monday to Friday.

MEDICAL EMERGENCIES OUTSIDE OF THE UN PREMISES

For medical emergencies outside of the UN premises, call 144 for an ambulance (if you are in Switzerland) or 15 (if you are in France), or go to the closest emergency medical service immediately.

Links to medical services in Geneva and France

Geneva

Link to clinics in Geneva: <https://smarthug.ch/urgence>

Medical centres in Geneva:

<https://www.medbase.ch/en/centers/detail/medbase-geneve-gare-cornavin/>

<https://www.magellan.ch/en/>

<https://arsante.ch/centres-de-competence/>

France

Hospitals in France:

Centre Hospitalier Annecy - Genevois

Tel.: +33 (0) 4 50 49 65 65

Chemin du Loup BP 14110, 74164

Saint-Julien-en-Genevois Cedex

Hôpital Privé Pays de Savoie,

Annemasse

Tel.: +33 (0) 4 50 83 43 43

19, avenue Pierre Mendès France

74105 Annemasse

Additional links:

SOS Médecins Suisse:

<https://www.sos-medecins.ch/wdp>

SOS Médecins France:

<https://sosmedecins-france.fr/>

Doctor's directory in Canton of Geneva:

<https://amge.ch/>

Online appointments:

<https://www.onedoc.ch/en/>

Insurance coverage

The ILO does not provide participants with any insurance cover for accident or illness while journeying to or from Geneva or during the period of the Forum. It is therefore essential that all participants ensure that they have adequate medical and accident insurance coverage before travelling to Geneva. Full medical services, both general and specialist are available in the city of Geneva, but delegates are reminded to bring sufficient supplies of their usual medication.

Smoke-free policy

Smoking is not permitted inside the Palais des Nations nor inside the ILO building. It is only allowed in the outdoor designated areas. For the health and well-being of all, we kindly request you to not smoke close to the entrance doors.

Nursing facilities

The ILO Medical Service (MEDSERV) manages a breastfeeding room located outside the entrance to MEDSERV at R3 North. Any Forum participants who would like to use this facility must register initially with one of the nurses by contacting by email infirmaty@ilo.org or calling +41 22 7997133.

Prayer and rest rooms

The BIT provides a prayer room and rest room in R2 North, past the lifts, next to the cafeteria.

Anti-harassment policy

The ILO is committed to ensuring a workplace that is free from any form of harassment, in particular sexual harassment. ILO anti-harassment policies apply to all ILO officials, anyone working with the ILO or on ILO premises, as well as delegates and other people attending ILO events. If you feel that you are being harassed or see it happening to others, speak up! You may consider contacting any of the following services for guidance and support:

Mediator: mediator@ilo.org

Staff Welfare Officer: menes@ilo.org

Medical Service: medical@ilo.org

Human Resources Department: oneill@ilo.org

Staff Union: syndicat@ilo.org

Other facilities

Catering

The Vision Zero Fund Forum will be hosting a cocktail reception on the 9th of April and lunch and coffee breaks on the 10th of April. Participants are also welcome to use the ILO Building facilities:

- Cafeteria, R2 North: 7.30 a.m. to 5 p.m., for lunch from 11.45 a.m. to 2 p.m.
- Coffee Bar, R2 North: 8 a.m. to 4 p.m.

Internet access

Forum participants will be able to access the public Wi-Fi network at the ILO building (called "ILO-Public"; there is no password).

Bank

UBS has offices located in both the ILO building and at the Palais des Nations, as well as ATM machines available at all times.

- Tel. +41 22 929 15 88
- Opening hours: Monday through Friday, from 9 a.m. to 5 p.m.

Lost and found

Contact the Control Centre (R3-14 North) by dialing 8014 or 8015 (internal) or +41 22 799 8015 (external).

Luggage

In view of the constant reinforcement of security and safety measures, it is reiterated that it is forbidden to leave luggage or parcels unattended.

A dedicated area (with very limited capacity) for depositing luggage will remain available at the ILO building. Deposits in this room are the sole responsibility of the depositor; the ILO will decline all responsibility in case of loss or theft.

Further inquiries

The VZF Secretariat is available to support your participation in the Forum. Should you have any inquiries not covered in the information provided above, please feel free to reach out to us via email at vzf@ilo.org.

For immediate assistance during the event, you can also contact us directly at the following number: 0041 079 593 13 36

Map of forum premises





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