



Face-to-Face 2016: SDC Gendernet and CHRnet

Lausanne, Switzerland, 30th May – 3rd June 2016

Please find below some useful information for your arrival in Switzerland.

HOW TO GET THERE

MEETING / HOTEL VENUE

The conference will be held at:



Map of Switzerland



Hôtel AQUATIS
Route de Berne 150
1010 Lausanne, Switzerland
Phone +41 21 654 24 24
<http://www.aquatis-hotel.ch>

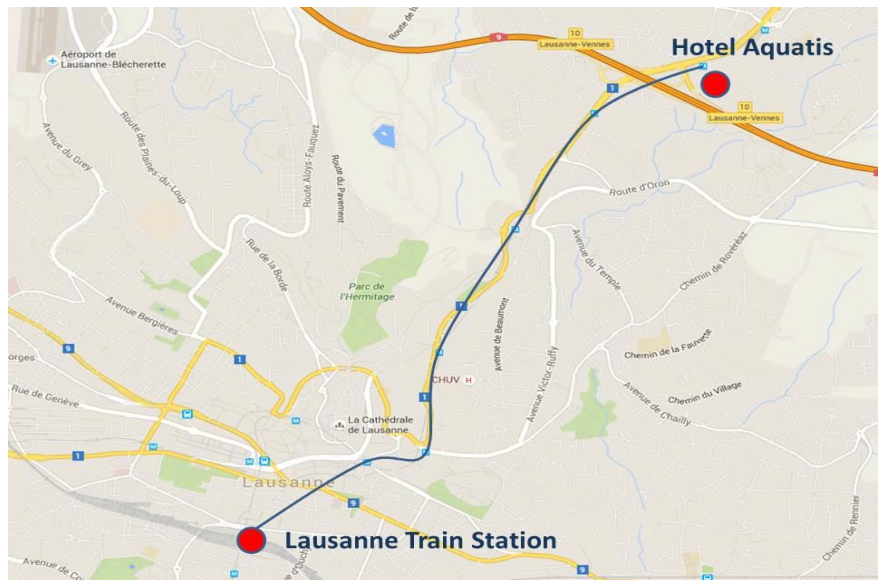
TRANSPORTATION FROM THE AIRPORT

Participants are kindly requested to take direct trains from the airport of arrival in Switzerland to Lausanne
- from Geneva airport: about 50 minutes and CHF 27.- (2nd class) / CHF 48.- (1st class) one way.
- from Zurich airport: about 2 hours 30 minutes and CHF 77.- (2nd class) / CHF 135.- (1st class) one way.
Timetables can be viewed under www.sbb.ch/en/index.htm.

Once at Lausanne train station, participants may use public transport to the Hotel AQUATIS. Take the **Metro M2** (direction Croisettes), getting off at the 8th stop “Vennes”, which is just behind the hotel. The ticket machines accept CHF and EUR coins & credit cards. Alternatively you may take a taxi which costs about CHF 30 one-way.

Airport Geneva:
<http://www.gva.ch/en>

Airport Zurich:
<http://www.zurich-airport.com>



VISA

Participants are requested to make their own arrangements with regards to valid travel documents such as valid passports, visas, etc.

The website of the State Secretariat for Migration SEM below will inform you whether or not you require a visa to enter Switzerland and on the travel documents that are recognized:

https://www.sem.admin.ch/sem/en/home/publiservice/weisungen-kreisschreiben/visa/liste1_staatsangehoerigkeit.html

Persons who require a visa should submit their application to the Swiss representation competent for their place of residence. In order to find out its address, please visit the following website:

<https://www.eda.admin.ch/eda/en/home/reps.html>

EXPENSES

As per your registration hotel accommodation, in a single room **for the respective nights** have been reserved at the Hôtel Aquatis. The overnights and all meals mentioned in the program are covered by the SDC.

All other costs (minibar, phone calls, etc.) incurred during your stay at the hotel as well as additional nights are at the expense of the participants.

For early arrivals or late departures, additional nights are at a charge of CHF 143.10 in a double room for single use.

CHECK-IN

Participants can check into their hotel rooms from 15h00 onwards (if you wish to check-in earlier, please contact the hotel). Each participant will receive a free "Lausanne Transport Card" to travel free of charge in the Lausanne area.

DURING THE EVENT

PROGRAMME

The conference for **GenderNet** participants is scheduled to start **at 2:00 pm on Monday, 30th May 2016**.

The **CHRnet** will officially **start at 8:30 am on Tuesday 31st May 2016**.

Participants are invited to attend the informal cocktail reception on Monday, 30th May, 6:00 pm at the Hotel Aquatis.

REGISTRATION

In order to receive your name badge and conference documentation, please register at the following times:

GenderNet: Monday, 30th May 2016 between 11h00 and 13h00 at our welcome desk.

CHRnet: Monday, 30th May 2016 between 16h30 and 18h30 at our welcome desk.

INTERPRETATION

The working language of the Conference is English. English <> French simultaneous interpretation will be provided for the main session. Please be informed that interpretation is not available in all workshops.

INTERNET

Free wireless access is available at the hotel and in the meeting room.

EXCURSIONS

Main meeting point for all scheduled excursions is the Lobby of the “Hotel Aquatis”. **The times indicated in the programme are the times of departure.**

The official program includes ½ day excursion to Geneva. Please make sure that you are carrying a valid ID / passport with you on the day of the excursion.

OTHER INFORMATION

Electrical Appliances

Please note that Switzerland may have different electrical plugs than used in your country (220VAC/50Hz).



Travel and Health Insurance

It is the responsibility of each participant to have adequate travel and health insurance for the whole duration of this trip. The organiser cannot be held liable for any incidents related to the travel to or within Switzerland.

Currency

The currency used in Switzerland is the Swiss Franc (CHF). Should you wish to know the conversion rate of your local currency and the Swiss Franc please consult <http://www.xe.com/>

Temperatures

The average temperature in Lausanne during the time of the Conference ranges from 15°C to 23°C. Please note that it can become chilly in the morning and at night, and that it may rain.

Weather Forecast: <http://meteo.search.ch/lausanne.en.html>

Curious about Switzerland? Visit www.swissworld.org

EMERGENCIES

If you encounter any problems before or during the Conference, you may reach the staff of the Swiss Federal Ministry of Foreign Affairs:

For contents of the **CHRnet conference**

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For general logistics and organisation:

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Conference Services
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For contents of the **GenderNet conference**

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We look forward to welcoming you in Switzerland soon!