



CONGRESS PRACTICAL INFORMATION

How to get around

OCTOBER 2017



30th PSI World Congress
30 October to 3 November 2017
Geneva, Switzerland

DRAFT OVERVIEW OF EVENTS - PSI CONGRESS 2017

As at 17/10/2017

SUNDAY 29th October			MONDAY 30th October <i>Congress Registration 08h00 until 17h00</i>			TUESDAY 31 October	WEDNESDAY 1st November	THURSDAY 2nd November	FRIDAY 3rd November
ASIA-PACIFIC REGIONAL EXECUTIVE COMMITTEE (APREC) 9h00-12h00 Room 15	AFRICA & ARAB COUNTRIES REGIONAL EXECUTIVE COMMITTEE (AFREC) 9h00-12h00 Room 18	INTER-AMERICAS REGIONAL EXECUTIVE COMMITTEE (IAMREC) 9h00-12h00 Room 5+6	WOMEN'S COMMITTEE (WOC) 09h00-12h00 Room 5+6	PSI-EI LGBT FORUM 08h30-12h00 Room 3+4	PSI/FES SYMPOSIUM ON THE PROTECTION OF WHISTLE BLOWERS 09h00-12h00 ILO Room IX	SOC MEETING re. Emergency. Resolutions (closed session – if required) 8h00-8h45 Room 5+6	CONGRESS 2nd Day 8h00-12h45	CONGRESS 3rd Day 9h00-12h30	CONGRESS 4th Day 9h00-12h30
			Lunch 12h00-13h30 <i>Congress Registration 12h00 until 19h00</i>			Lunch 12h00-13h30			
EPSU EXECUTIVE COMMITTEE 13h30-16h30 Room 5+6	YOUNG WORKERS' SEMINAR 13h30-16h30 Room 3+4		EXECUTIVE BOARD (EB) 13h30-17h00 Room 5+6	PSI-EI LGBT FORUM Cont'd 13h30-16h00	PSI/FES SYMPOSIUM ON THE PROTECTION OF WHISTLE BLOWERS Cont'd 13h30-17h00	CONGRESS 14h30-18h30	CONGRESS 14h15-18h00	CONGRESS 14h00-17h00	CONGRESS 14h00-16h00 Close of Congress
4th STANDING ORDERS COMMITTEE (SOC) 17h00-19h00 Room 5+6			OPENING OF CONGRESS 18h00-20h00 Room 1+2 <i>Violinissimo</i>			SOC MEETING re. Emergency Resolutions (closed session – if required) 18h30-19h30 Room 5+6	SOC MEETING re. Emergency. Resolutions (closed session – if required) 18h00-19h00 Room 5+6	SOC MEETING re. Emergency. Resolutions (closed session – if required) 17h00-18h00 Room 5+6	
<i>18h00-22h00</i> <i>PSI-EI LGBTI public talk and social event *</i>			CREDENTIALS COMMITTEE 20h00-21h30 Room 12			<i>19h00-23h00</i> <i>PSI Welcome Reception</i> <i>at the Bâtiment des Forces Motrices (BFM)</i> <i>Emir Kusturica & The No Smoking Orchestra</i> <i>(Buses leave CICG 18h30; return to Cornavin and Fernex at 23h00)</i>	<i>18h00-20h30 Red Cross Museum visit *</i> <i>18h30-20h30 Special Screening at CICG (open to all)</i> <i>20h00-20h30 Young Workers Social Event *</i>	<i>18h00-20h30 CERN visit *</i> <i>18h30-20h30 Movie Night at CICG (open to all)</i>	

All meetings take place at the **CICG Geneva - Centre International de Conférences Genève, Rue de Varembe 17, 1211 Geneva, Switzerland**
EXCEPT the PSI/FES Symposium on the Protection of Whistleblowers taking place in the ILO (Room IX), Route des Morillons 4, 1202 Geneva, Switzerland.
Social & Cultural Events – see the brochure for full details (= registration required)*

PSI World Congress 2017

PRACTICAL INFORMATION – HOW TO GET AROUND

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Public Services International
2017

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INTRODUCTION

This document is intended to provide practical information for people coming to the 30th PSI World Congress and related meetings taking place in Geneva on 29 October – 3 November 2017. You can also consult the PSI Congress website for details <http://congress.world-psi.org/>

CONGRESS APP

PSI is providing a free **PSI Events application** for use on smartphones, tablets and PCs for our upcoming Congress. The application offers access to a detailed Congress agenda, related documents, the possibility of networking with other participants and participating more interactively in certain sessions as well as many other features.

You will receive a personal invitation to use the app which contains your personalised registration information. If you have not received your invitation by 26th October please contact: campaigns@world-psi.org

VENUE FOR CONGRESS AND RELATED MEETINGS

All meetings will take place the CICG – Centre International de Conférences Genève, Rue de Varembe 17, 1211 Geneva, Switzerland, **except** the PSI/FES Symposium on the Protection of Whistleblowers which takes place at the International Labour Office (ILO), Room XI, Route des Morillons 4, 1202 Geneva, Switzerland. This is within walking distance of the CICG (10-15 minutes).

OVERVIEW OF MEETINGS

See overview on the inside front cover for details.

There is a busy schedule of meetings in Geneva, starting with Constitutional meetings on 29 and 30 October: the regional executive committees, the Women's Committee and the Executive Board. Please note that these meetings are intended for regular Committee/ Board members only – they are not open to all participants.

There are also three other pre-Congress meetings on 29 and 30 October: Young Workers' Seminar, PSI-EI LGBT Forum and the PSI/FES Symposium on the Protection of Whistleblowers. Because of room capacity limitations, we must restrict access to people who have pre-registered. We apologise if we must refuse entry.

TRAVEL

ARRIVAL AT GENEVA AIRPORT

After collecting your baggage, remember to first take your **free Geneva bus ticket** before leaving the baggage claim area (see below). If you have problems claiming your baggage, the customer service area is inside the baggage claim area, so it is better not to exit before all baggage claims are dealt with.

There will be PSI staff members with a PSI banner and T-Shirt in the Arrivals area, after you have exited the baggage claim area from Saturday 28th until Monday 30th October. You can also change and withdraw money in the Arrivals area. Note that you can find information on flight arrivals and departures, and other useful airport information at www.gva.ch

TRANSPORT FROM GENEVA AIRPORT TO YOUR HOTEL

Public transport

Public transport is provided in Geneva and Ferney-Voltaire (France) by the [Geneva Public Transport \(TPG\)](#) (in English and French).

If your hotel is in Geneva

Upon arrival at the airport, you can pick up a [free ticket for public transport](#) from the machine **in the baggage claim area**, just before the exit. This Unireso ticket, offered by Geneva Airport, allows you to use public transport **in Geneva** for free for a period of 80 minutes, to get to your hotel if you are staying in Geneva.

If your hotel is in Ferney-Voltaire (France)

The free public transport ticket above does not cover Ferney-Voltaire. You should take the “Y” bus which leaves at regular intervals from outside of the airport, direction Ferney-Voltaire Mairie. Buy a “billet court” from the ticket machine at the bus stop. Buy the ticket a few minutes before departing (€3.10 cash or CHF 3.40 or credit card). NB: the machine does not give change.

- For the hotels “La Réserve” and “Citadines”, get off at the stop “BRUNETTE”.
- For the hotels “Appart City” and “Odalys”, get off at the stop “AVENUE DU JURA”

NB: the hotels are few minutes' walk from the bus stops.

Taxis

There is a taxi stand right outside the airport. You can also call +41 22 332 41 33 or reserve online at www.taxi-phone.ch – taxis normally come within 5 minutes. All these taxis accept credit cards, Swiss and Euro currencies, and they will also pick up and drop off in Ferney-Voltaire. The cost is around €35 from the airport to the hotel in France.

DAILY TRAVEL TO THE CONFERENCE CENTRE

If your hotel is in Geneva

When you check in at your hotel, you will receive a City Map and a **Geneva Transport Card** entitling you to ride free on buses, trams and trains in the Geneva area for the duration of your stay. Several bus and tramway stops are near the CICG. Click here for more information: <https://www.geneve.com/en/good-to-know/how-to-get-around/>.

From Cornavin main railway station to CICG:

- Bus n°5 : direction “Aéroport”, Bus stop "Vermont"
- Bus n°8 : direction “OMS”, Bus stop "UIT"
- Tramway n°15 : direction “Nations”, Stop "Nations"

From the airport to CICG:

- Bus n°5 : direction “Thônex-Vallard”, Bus stop "Vermont"
- Bus n°28 : direction Jardin Botanique, Bus stop "Nations"

If your hotel is in Ferney-Voltaire (France)

Note that you must always carry your ID with you, for crossing the border each day.

You must purchase your daily bus ticket a few minutes prior to departure from the bus stop (4.60€ one way). It has to be paid cash in Euros or in Swiss francs and the machine does not give change. It's impossible to buy the ticket from the driver. The ticket is valid for two hours from the purchase time.

Alternatively, you can purchase a 7-day unlimited transport card covering Ferney-Votlaire and Geneva, available at the TPG Cornavin Office.

From Ferney-Voltaire to the CICG:

- Bus F : direction “Cornavin”, Bus stop "Nations"
- For the hotels “Appart City” and “Odalys” get on at the stop “AVENUE DU JURA”
- For the hotels “La Réserve” and “Citadines” get on at the stop “BRUNETTE”.

Car Park

The closest public car park to the CICG is the *Parking des Nations*, rue de Varembé – a 2-minute walk from the Conference Centre main entrance. Approximate cost is: 10 CHF for 4 hours, 28 CHF for 10 hours.

AT THE CICG CONFERENCE CENTRE

ON-SITE REGISTRATION

All Congress participants - delegates, observers and any visitors (including the family members who intend entering the CIGC and/or attending the evening receptions) must register on-site before Congress starts and obtain an identifying badge. This includes participants in pre-Congress events, whether they stay for Congress or not.

Registration will take place in the CIGC Entrance area on the following days/times, where you will obtain your badges and voting materials:

Registration times: Sunday 29th 12h00-19h00 and Monday 30th 08h00-17h00.

After this time, any late registrations will not be taken into account by the Credentials Committee.

If possible, the Head of Delegation (or a nominated person) should register all people in her/his delegation and then distribute all badges, voting cards and ballot forms to the delegation, to avoid crowding the registration area. Details of voting materials are provided in the accompanying document: "Voting at Congress".

Please note that family members will not be able to access the meeting rooms. They are welcome to attend social events, however, *on condition* that their name has been registered with PSI as accompanying a Congress participant and that they have a badge. If in doubt, please contact the Registration Desk on-site.

CONGRESS GIFTS

Will be distributed after you have registered, and on presentation of your name badge.

DOCUMENTS FOR CONGRESS

Participants who want printed documents should print their own copies from the link below and bring them to Congress. The key documents are the Draft Programme of Action and Amendments, the Draft Resolutions and Amendments and the Draft PSI Constitution and Amendments. All Congress documents will be provided at Congress on a USB key, and can also be accessed from the website and the Congress App.

<http://congress.world-psi.org/pop-documents/>

INTERNET CAFÉ//WI-FI//PRINTING SERVICES

Internet will be free for all participants. There is an internet café for delegates on the -1 (basement) level of the Conference Centre with limited printing facilities. Universal electricity adapters will be provided in the delegate bags.

UNION VILLAGE EXHIBITION AREA

There will be a Union Village exhibit area where unions can display banners and hand out materials. Only 20 stands will be available, please contact aurore.capelier@world-psi.org in advance if you wish to book a stand.

GENEVA TOURISM INFORMATION DESK

There will be Geneva Tourism information desk at the Conference Centre from Monday 30 October to Friday 3 November.

MEETING ROOMS FOR AFFILIATES

Affiliates wishing to arrange side-meetings should contact the PSI Registration/Information Desk. Rooms will be allocated depending on availability. No support facilities (such as interpretation, microphones, projectors etc.) will be provided.

AREA FOR PRAYER AND MEDITATION

A multi-purpose area for prayer and meditation is at the disposal of delegates and staff for meditation, prayer, relaxation and other spiritual activity at the -1 (basement) level from 09:00 to 18:00. Please respect the opening hours.

FIRST AID AT THE CONFERENCE CENTRE

A health professional is available at the Conference Centre from during meeting times from Monday 30 October to Friday 4 November. Please go directly to the First Aid Room located in the -1 (basement) level if you require assistance. Alternatively, you can contact any of the PSI or CICG staff.

LUNCHES AND REFRESHMENT SERVICES

No food or drinks are allowed inside the meeting venues at the CICG.

There will be no official coffee/tea breaks during Congress or the pre-meetings. Refreshments will be available for purchase outside the meeting rooms.

Food for lunch will be available for purchase from caterers inside the CICG and in commercial establishments close by. Please note that only 500 persons can eat inside CICG during lunch time, there are several possibilities to eat from 5 to 15 minutes' walk from the CICG. Several of them required booking in advance.

Below is a non-exhaustive list of restaurants in or near the Conference Centre:

CICG – MIP restaurant, from 13.5 CHF

CICG – MIP sandwiches and salad bar, from 7 CHF

CICG – MIP “pasta box” from, 11 CHF

LESS THAN 5 MINUTES' WALK FROM CICG

COOP restaurant, Rue de Montbrillant: capacity 300 persons

Newly opened, self-service, main dish 14 CHF, main menu around 25 CHF

Brasserie Tivoli, Rue de Montbrillant: capacity 80 persons

Swiss/Geneva specialities, menu of the day 19 CHF (salad + main course)

Pizza available

Ariana Italian restaurant: capacity 60 but only 20 available without booking, a room can be booked and privatised for 30 to 40 people max

www.ariana-restau.com

La Romana: capacity 200 persons, 100 persons without booking

Kitchen close at 2 pm straight

<http://www.la-romana-geneve.ch/>

Sangano Japanese: capacity with booking one week in advance 30 persons, if not 10 max

<http://www.sagano.ch/>

Thai Phuket: capacity with booking 80 persons (as much in advance as possible), without booking 4 together max, with booking morning for noon 10 persons max

<http://phuket-thai.ch/>

New Shangai

https://www.tripadvisor.fr/Restaurant_Review-g188057-d7304113-Reviews-New_Shanghai_Restaurant-Geneva.html#

10 MINUTES' WALK FROM CICG

Restaurant La Colombe: booking in advance necessary

https://www.tripadvisor.fr/Restaurant_Review-g188057-d10771502-Reviews-La_Colombe-Geneva.html

Pizzeria Da Giani: capacity 80 persons, booking advised from 6 people

https://www.tripadvisor.fr/Restaurant_Review-g188057-d813469-Reviews-Restaurant_Pizzeria_Da_Gianni-Geneva.html

Lemon Café: capacity 36 people, but advised max 18 without booking

https://www.tripadvisor.fr/Restaurant_Review-g188057-d4296142-Reviews-Lemon_Cafe_Restaurant-Geneva.html

Restaurant Stade Varembe: capacity 50 persons without booking, 70 with booking

<http://restovarembe.ch/>

15 MINUTES' WALK FROM CICG

Restaurant Salsabeel: capacity 120 (upstairs) + 150 (downstairs) with booking 1 week in advance; if no booking maximum 50 people

Halal; they don't serve alcohol

http://salsabeel.thefork.rest/en_GB/

GENERAL INFORMATION ON THE AREA

WATER

Water in Geneva is potable, supplied by a public utility, SIG. Thus, there is no need to pay for bottled water. Geneva water will be provided at Congress.

PHONES

The country code for Switzerland is 41, the city code is 22. When you are in Geneva, to call a Swiss number: omit the country code and just add a “0” before 22. To call a Geneva mobile: omit the country code and replace by 79.

The country code for France is 33, the area code for Ferney is 4. When you are in France, to call a French number: omit the country code and just add a “0” before 4. To call a French mobile: omit the country code and replace by 06.

BANK SERVICES AND CURRENCY

There are automatic bank machines at the Airport Arrivals area and all over town. Swiss currency is the Swiss Franc (CHF). For those staying in France, the currency is the Euro (€). If you need to exchange currencies, you get better rates at currency trading shops than at banks.

LANGUAGES IN GENEVA

French is the common language in Geneva; English can also be used.

FIRST AID/MEDICAL ASSISTANCE OUTSIDE OF THE CONFERENCE CENTRE

We remind you **that personal health insurance is strongly recommended**. If you don't have insurance, you will be required to pay for health services.

All hotels also have a doctor on call, in case of emergency.

EMERGENCY NUMBERS

	In Geneva	In France
Emergency calls across Europe	112	112
Police	117	17
Ambulance	144	15
Fire service	118	18

You can also contact your regional or sub-regional secretary.

The closest medical care facility to the Conference Centre is **Centre Médico - Chirurgical Vermont**

Grand-Pré, 9a, Rue de Vermont - 1202 Genève.

Phone +41 22 734 51 50 Email: info@cmvvp.ch

24 hours health service: **Geneva University Hospitals (HUG)** is one of the five university hospitals of Switzerland, and the largest one in the country.

Rue Gabrielle-Perret-Gentil 4, 1205 Genève, Switzerland

Phone +41 22 372 33 11 Website: <http://www.hug-ge.ch/>

SAFETY IN GENEVA

In general, Geneva is a safe city. However, be careful of your belongings, as there are pickpockets, including on buses and trams. Exercise standard precautions and be aware of your surroundings.

<http://www.cagi.ch/en/practical-info/health-and-security.php?subcat=50>

SMOKING REGULATIONS

PSI Congress is a non-smoking event. Smokers are asked to kindly use the designated outside areas which will be indicated at the Conference Centre. Smoking is prohibited in public buildings in Geneva and in France.

HARASSMENT

Harassment is any unwanted verbal, physical or gestural sexual advances, explicit derogatory statements or sexually or other discriminatory remarks made by someone, which are offensive to the person involved, which cause the person to feel threatened, humiliated, patronized or harassed, or which interfere with the person's job performance, undermine job security or create a threatening or intimidating environment.

We do not expect problems of this nature to arise during our meetings. If you do need advice and support on such a matter, however, PSI staff are available to assist you. Please contact the PSI Information Desk immediately.

SHOPPING HOURS

Normally, shops are open 09h00-12h00, 14h00-19h00 Monday to Saturday in both Geneva and Ferney-Voltaire. Some shops in the centre of Geneva and most supermarkets are open through lunch. Most shops are shut on Sundays.

TIPPING

Tipping is not obligatory, as service charge is included in the bill at restaurants. You are free to add more if service has been good. Leaving a tip for the hotel room staff is appropriate.

ELECTRICITY SUPPLY

Swiss sockets accept Swiss plugs and "Europlugs". Universal electricity adapters will be provided in the delegate bags. Current is 220V, people with 110V equipment need to be very careful before plugging in.



Delegates' desks in the main conference room are equipped with electrical sockets of the type illustrated above.

WEATHER

<https://www.accuweather.com/en/ch/geneva/313082/october-weather/313082>

Regrettably, Geneva weather end of October and early November is often cold and wet. Low temperatures can approach 0C, whereas highs are around 10C. It is best to be prepared with outdoor clothes for rain and cold (although we do not anticipate snow).

People should anticipate appropriate outdoor footwear, hats and scarves, as well as sweaters and overcoats. Sunrise will be around 07h15 and sunset at 17h20. The temperature in the meeting rooms will likely be between 20-23C. Rooms will be heated, so the air can be dry.

CLOCKS CHANGE ON SUNDAY 29TH OCTOBER !

Note that all European countries change their clocks in the early hours of Sunday 29th October: At 3am, the clocks go BACK and it will be 2am, i.e. you get an extra hour to sleep!



Congress Practical Information



Public Services International
45, avenue Voltaire
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www.world-psi.org