



GLOBAL SHELTER CLUSTER

Coordinating Humanitarian Shelter and Settlements

WEDNESDAY 12
- FRIDAY 14
JUNE 2024

GSC ANNUAL SHELTER MEETING 2024

VENUE: PALEXPO
Route François-Peyrot 30
1218 Le Grand-Saconnex
Geneva - Switzerland
[Googlemap-location](#)

The GSC Annual Meeting is open to individuals, agencies, institutions, and not-for-profit organizations interested in humanitarian shelter and settlements.

We look forward to seeing you and hope you are ready:

- ✓ To share your perspectives openly with the aim of collectively advancing the capacity of the sector and cluster, rather than to 'sell' yourselves or your projects, products and services.
- ✓ To strengthen our community, to network and build partnerships, rather than to seek funding.
- ✓ To attend with an open mind, sharing and learning attitude, rather than a copy-right mentality.

GENEVA - GENERAL INFORMATION



CLIMATE: In June, temperatures usually range between 12°C and 26°C during the day. It is recommended to pack breathable clothes (including a light sweater or wrap for inside the conference rooms), comfortable shoes and an umbrella.



in enclosed areas when they are open to the public or serve as a workplace for more than one person. Hence it is forbidden to smoke in restaurants, public buildings, offices and public transport. Smoking is permitted in certain outdoor areas.



ELECTRICITY: The voltage in Switzerland, as in most of Europe, is 230V/50 Hz. Switzerland uses type C (2-pin round) and Type J (3-pin round) plugs.



SHOPPING: Apart from bank holidays, the usual working week is 5 days, from Monday to Friday (administrations, companies, banks, etc.), but stores are open on Saturdays. Most stores are closed on Sundays.



LANGUAGES: French (other languages spoken: English and German)



CURRENCY: Swiss franc (CHF). 1 CHF is divided into 100 centimes.



TIPPING: Prices in hotels, restaurants, taxis, etc. are calculated to include taxes and service. A tip, therefore, is not indispensable, but justified for good service (up to 10%).



TIME ZONE: During the summer, Central European Summer Time (CEST) applies in Switzerland.

SMOKING: Smoking is forbidden in Switzerland



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MEETING AND VENUE INFORMATION



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MEETING VENUE

The Annual Global Shelter Cluster Meeting 2024 will take place at the Congress Center in Palexpo in **HALL 1** on the first floor. Palexpo is located near the airport at Route François-Peyrot 30, CH-1218 Grand-Saconnex. Entry to our meetings is only through **DOOR E1** to the far right. Clear signs will guide you the way to our meeting. For further information how to get to Palexpo by train or car, please visit the Palexpo website :

[Accès - Palexpo SA](#) [Access - Palexpo SA](#)

PALEXPO AREA

As Palexpo is located very close to the airport (walking distance), many of the nearest services and shops (pharmacy, supermarket, casual restaurants) are at the GVA airport, in the area where the train station is.

GREEN MEETINGS

In the same spirit of the Global Shelter Cluster continuous promotion and support of its partners to reduce the negative environmental impact of shelter responses on affected populations, the GSC is also striving to ensure that the environment footprint of the Annual Meeting is kept to a minimum. Please read the "[Greening the Global Shelter Cluster](#)" policy on the GSC website.

Apart from the meeting itself, recycling is widely practiced in Geneva and opportunities to recycle garbage are widely available. Participants are encouraged to bring refillable

water bottles to the meeting (Swiss water is drinkable and water fountain is available in the lobby). Please, avoid the use of single-use plastic bottles, bring a reusable bag when shopping (you may be charged if a store provides you a bag), use as little plastic as possible, use public transportation, and recycle whenever possible.

PUBLIC TRANSPORT TO PALEXPO

Geneva offers a good public transportation network. When you make a reservation for any hotel in Geneva, the hotel will send you a link to a document which gives you a **FREE PUBLIC TRANSPORT TICKET** before you arrive, which will remain valid throughout the duration of your booking period – please ask for it in case the hotel does not automatically send it to you once you have confirmed your booking. Information on how to use the free ticket can be found in the following link: [Free Geneva Transport Card | Geneva Tourism \(geneve.com\)](#)

Please note that no shuttle service will be available between hotels and the conference centre (Palexpo). As part of the greening efforts, meetings participants are encouraged to use the highly efficient public transportation system (bus, tram, rail) to get around Geneva and neighbouring areas.

To go to the Palexpo Congress Centre by public bus (TPG), you may take the **BUS N°5 TO THE "PALEXPO" STOP**, which brings you just in front of our area of Palexpo. You may also take the buses listed below, and transfer to the bus n°5, or walk from the stop listed to our area in **HALLE 1 OF PALEXPO** (NB: We are a long,



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complicated walk from « Palexpo-Halle 7 »! Best to transfer to Bus 5). Arriving by bus number 5, walk right into the Main Entrance Hall of Palexpo, through **ENTRY DOOR 1** (E1, to your far right). Go up to the 1st floor via the ramp on your right and you will arrive directly at our **WELCOME DESK** area to register and take your badge.

MANY BUS LINES FROM GENEVA AND ITS SURROUNDINGS CONNECT TO PALEXPO:

Lines 5, 8, 59 “Palexpo” stop / Lines 23, 50, 54 66 “Palexpo-Halle 7” stop / Lines 10, 28, 56, 57 “Airport” stop
You will find information, timetables and maps on Geneva public transportation’s website:

[Accueil | tpg](#) [Home | tpg](#)

TAXIS

Taxis charge according to their taxi meters, and can be booked here: [Taxiphone Centrale SA - Genève \(taxi-phone.ch\)](#) or by phone at +41 (0)22 33 141 33 or +41 (0)22 320 22 02, or found at taxi stands. Kindly note that taxis in Geneva are very costly in comparison to other cities in the world.

COVID PREVENTION MEASURES

The organizers recommend that participants who feel ill refrain from attending, and that others wear masks if they are vulnerable. Hand sanitizers dispensers will be available at the main entrance and at the entrance to the plenary hall.

NO SMOKING: The Palexpo premises are non-smoking, except outside of the building.

RESTAURANT

Palexpo has a self-service restaurant “Point-Central” located between Halle 2 and Halle 3 on level 0 and open to the public from Monday to Friday from 11h30 to 14h00 – you can find a selection of warm and cold dishes. Please note that food and drinks must be consumed in the areas reserved for this purpose. It is strictly forbidden to take any drinks (except water) or food into the meeting rooms and offices.

PALEXPO ACCESS AND SECURITY

Please note that an unsupervised coatroom is available at Palexpo. There is no cloakroom in the new conference center, but some moveable racks will be available. We cannot be held responsible in case of loss or theft of valuables at Palexpo. In addition, as there is no storage place available, please do not bring any luggage to the conference venue.

Switzerland is considered among the safest countries in Europe. Nevertheless, the crime rate is rising in Geneva, and pickpocketing and bag snatching is becoming increasingly frequent in shopping centres, public transport, bus stops, railway stations, restaurants, etc. We strongly recommend that you pay special attention to your personal belongings. Never carry large amounts of money on you and, if possible, leave your valuables (jewellery, identity papers, credit cards, travel tickets) in your locked hotel safe.

REGISTRATION AND BADGES

Upon arrival, participants will register at the Welcome Desk on the first floor and collect their badge issued by the event organizers.

FIRST AID

There is a first aid post staffed by a nurse at the Palexpo infirmary, opening hours are 08:00-19:00. The post can be reached by calling the fire control centre at +41 22 761 1318. Refer any medical emergency there for immediate assistance and first aid. If required, the patient will be referred to relevant medical facilities outside Palexpo.

IMPORTANT PHONE NUMBERS

Police: 117

Fire Brigade: 118

Ambulances: 144

Poisoning: 145

Palexpo First Aid Clinic: +41 22 761 1318

Duty Pharmacy Service: 1811/144

SOS Doctors at Home: +41 22 748 49 50

Lost and Found: +41 22 327 60 00

Taxis: +41 22 33 141 33 or +41 22 320 22 02



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PALEXPO ACCESS MAP / SITUATION MAP

PLAN DE SITUATION
SITUATION MAP
LAGEPLAN



LÉGENDE - LEGENDE

- ENTREES HÔTELS / VISITORS ENTRANCES / BESUCHER-ENGANG
- ACCES MARCHANDISES / GOODS ACCESS / WARENZUFUHR
- ACCES PARKING / CAR PARK ACCESS / PARKHAUSZUFUHR
- AUTOROUTE / MOTORWAY / AUTOBHN
- ROUTE / ROAD / STRASSE
- AÉROPORT INTERNATIONAL DE GENÈVE / GENEVA INTERNATIONAL AIRPORT / INTERNATIONALER FLUGHAFEN GENÈVE
- GARE CFF GENÈVE-AÉROPORT / GENEVA-AIRPORT TRAIN STATION / BAHNHOF GENÈVE-FLUGHAFEN
- TRANSPORTS PUBLICS GENEVOIS / PUBLIC BUSES GVA / ÖFFENTLICHE GVA (<http://www.tpg.ch>)



HOTELS SUR SITE / ON-SITE HOTELS / HOTELS VOR ORT
 HILTON GENÈVE : 496-chambres / rooms / Zimmer
 Ibis GENÈVE : 172-chambres / rooms / Zimmer
 Ibis STYLE : 115-chambres / rooms / Zimmer

ACCES PIÉTONS - 7-10 minutes de la gare ferroviaire/aéroport
PEDESTRIAN ACCESS - 7-10 minutes from railway station/airport
FUSSGÄNGERZUGANG - 7-10 Minuten vom Bahnhof / Flughafen entfernt

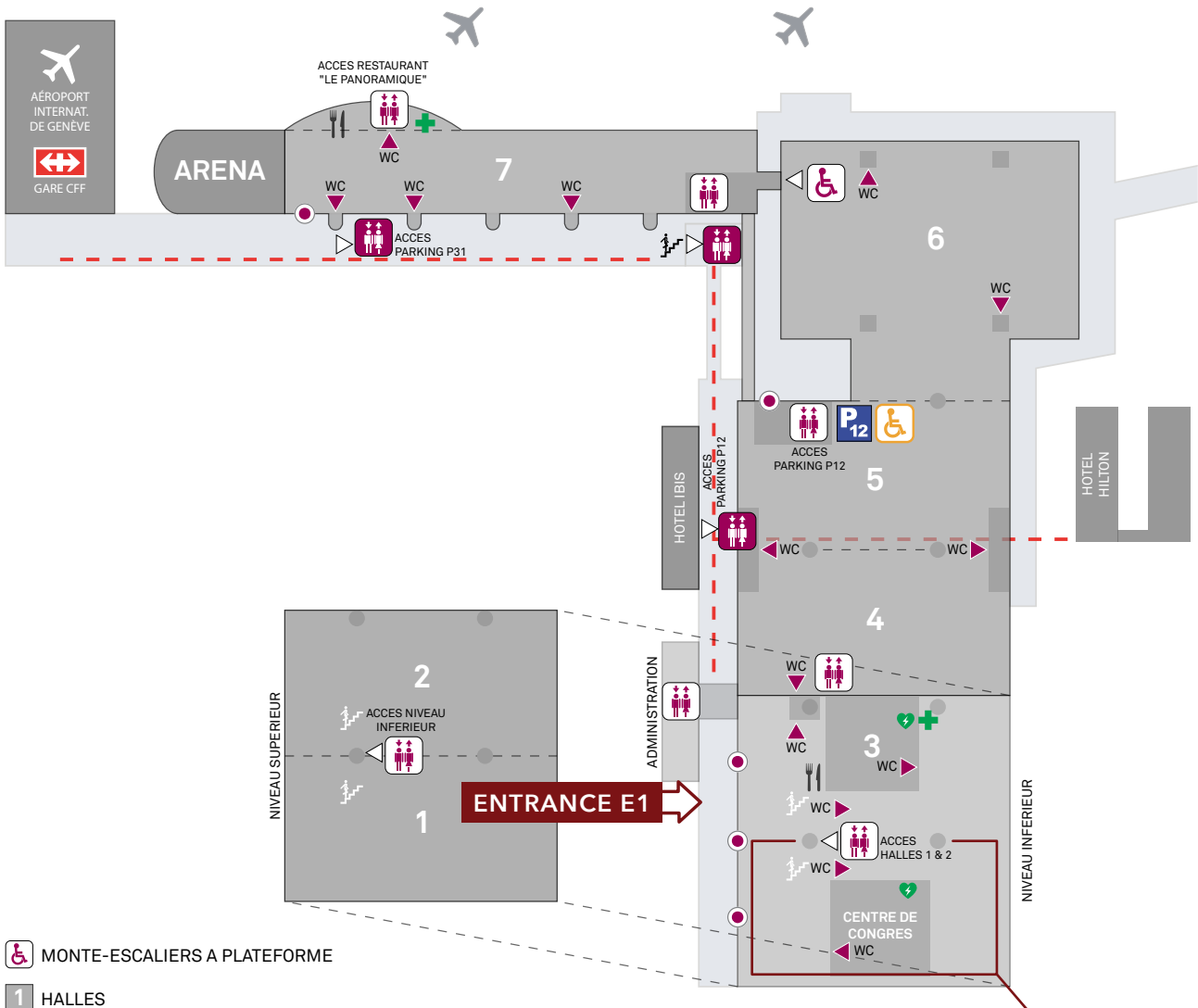
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FACILITIES FOR PEOPLE WITH REDUCED MOBILITY



MONTE-ESCALIERS A PLATEFORME

HALLES

ASCENSEUR EXTÉRIEUR

ASCENSEUR INTÉRIEUR

12 PLACES DE PARKING AU P12 POUR LES PERSONNES A MOBILITÉ RÉDUITE :

- NIVEAU -1 / 4 PLACES DE PARKING A CÔTÉ DES ASCENCEURS
- NIVEAU -2 / 4 PLACES DE PARKING A CÔTÉ DES ASCENCEURS
- NIVEAU -3 / 4 PLACES DE PARKING A CÔTÉ DES ASCENCEURS

ACCÈS AUX TOILETTES POUR LES PERSONNES A MOBILITÉ RÉDUITE

ENTRÉE VISITEURS

VILLA SARASIN

ANNUAL MEETING HALL 1 - 1ST FLOOR

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ACCESS RAMP TO 1ST FLOOR ENTRANCE E1

