

**Platform on Disaster Displacement Advisory Committee Workshop
1-3 March 2023, Château de Bossey, Bogis-Bossey, Vaud, Switzerland
Participant Information Note**

❖ **GENERAL INFORMATION ABOUT THE WORKSHOP**

Workshop Venue and Time Table

The Advisory Committee Workshop will be held at the Château de Bossey, Chemin Chenevière 2, 1279, Bogis-Bossey, Vaud, Switzerland (Phone: +41 22 960 7300, Fax: +41 22 960 7367, Email: bossey@wcc-coe.org and website: <https://www.chateaubossey.ch/>)

The Workshop will last for three days, beginning on Wednesday, 1 March 2023 at 13:30 with registration and ending on Friday, 3 March 2023 at 17:00. Please ensure that your travel plans enable you to arrive in time to attend the Workshop's opening session at 14:00 and to depart after the closing session.

How to get to the Venue

The Château de Bossey is located in Bogis-Bossey between the villages of Bogis-Bossey and Céligny, in Switzerland, 20km from Geneva International Airport.

- **From the airport in Geneva and vice versa:**
 - **Taxi:** You can take a taxi from the airport to the Château de Bossey. The taxi company **Taxi AAB** offers special rates for Workshop participants (80 CHF, one way). Phone: +41 (0)22 362 11 11. Email: aabtaxis@hotmail.com. Credit cards, Euros and US Dollars are accepted. The other AAB Taxi rates are:
 - From the Château to the airport one way it is 80 CHF
 - From the Château to Cornavin train station one way 90 CHF
 - From the Château to Nyon train station one way 35 CHF
 - From the Château to Coppet train station one way 30 CHF
 - **Train and Taxi:** You can also take a train from the Airport to Nyon (departure at .19 and .49 every hour, 15 CHF one way day ticket or 24 CHF day return) or the main station in Geneva (Gare Cornavin) (departure at .20, .29, .50, .59 every hour, 9 CHF one way day ticket or 18 CHF day return) and get off at Nyon and take a taxi from there to the Château de Bossey.
- **Car:** The Château de Bossey is located in Bogis-Bossey, just off the main A1 motorway from Geneva to Lausanne, and 20km from Geneva international airport.
 - The nearest motorway exit is marked Coppet-Divonne. As you leave the motorway, follow in the direction of the village of Chavannes-de-Bogis. As you drive through the village, you will see a signpost indicating a right turn towards the "Château de Bossey for Ecumenical Institute".
 - If you take the lake road from Geneva, drive through Versoix and Coppet, then take the left turn from the lake road for Céligny.
 - Parking space is available at Château de Bossey at no cost for meeting participants.
- **For Geneva based participants:**
 - Participants who are staying and/or are based in Geneva may request shuttle transport via a **complimentary shuttle service** between Geneva train station and the meeting venue (each morning and return after the workshop/dinner. If you would like to request the shuttle service,

please **register your interest through this link** <https://forms.gle/yVGebpK5MbLJoy9WA> **no later than Friday 24 February 2023**. Further information regarding the complimentary shuttle service will be shared with only those who have registered their interest.

- Geneva based participants can also make their own arrangements to come to the Château de Bossey by car or train/taxi.

❖ SPONSORED PARTICIPANTS

Accommodation

The Château de Bossey is a Hotel and Conference Center and the reception and restaurant have limited evening working hours. If you are arriving after 20:00 on Tuesday 28 February, please plan accordingly as there are no supermarkets near the Château de Bossey. We advise that you buy any additional meals or snacks you might require during the workshop before arriving at the venue. Between 20:00 and 08:00, you will need to use a code to enter the main building. The code is “1020” followed by the bell icon. Breakfast is from 07:00 to 09:30 from Monday to Friday and from 07:00 to 10:00 on Saturdays and Sundays.

Catering for all participants during the workshop

For all meeting participants (both sponsored, non-sponsored and Geneva based), the following will be available:

- **1 March 2023:** Lunch from 12:00 to 13:30 and an Aperero and followed by Dinner from 17:45 to 20:30.
- **2 March 2023:** Lunch from 13:00 to 14:00, a film screening with a movie snack pack from 18:30 to 20:00 followed by Dinner from 20:00 to 21:30.
- **3 March 2023:** Lunch from 12:30 to 14:00.

Passports and Visas

Most sponsored participants have had their travel and accommodation arranged already. Your passport must be valid for the entire period of your stay. If a visa for Switzerland is required, you are expected to obtain your visa before leaving your country of residence. Please contact Mr. Erick Mutshayani (ErickM@unops.org) if you need assistance.

Insurance – Travel and Health (medical)

In general, it is the responsibility of each participant to make sure they have adequate travel and health insurance coverage for the duration of this workshop/ trip. Travel health (medical) insurance should meet Swiss requirements of a minimum coverage of EUR 30 000 and covering COVID-19 related issues. Sponsored participants are covered by a UNOPS managed insurance policy for travel health (medical) for the duration of the official travel for the workshop only. Please contact Mr. Erick Mutshayani (ErickM@unops.org) for more information or if you need assistance.

Reimbursement of travel costs (for confirmed sponsored participants who organize their own travel)

Please keep all receipts in your name for any travel related costs and claims (hard or soft copies) e.g. visa fees if applicable, visa photos, taxi etc. and contact Mr. Erick Mutshayani (ErickM@unops.org) if you need assistance, including in person during the workshop.

❖ GENERAL INFORMATION ABOUT SWITZERLAND

Climate

The average temperature forecast in Bogis-Bossey during the meeting will be between 0°C to 8°C. Participants are encouraged to bring warm clothing. Updated weather information can be accessed at <https://www.accuweather.com/en/ch/bogis-bossey/313060/march-weather/313060>

Currency

The Swiss Franc (CHF) is the official currency in Switzerland. The current exchange rate is 1 CHF = 1.08, EUR = 1.07 USD (OANDA exchange rates as of 17 February 2023). Credit cards are accepted at most hotels, restaurants and shops, including at the Château de Bossey.

Time

Local time is Central European Time (CET).

Electrical Appliances

The electricity supply for domestic use is 220 V. **Participants are advised to bring international converters.** Most power sockets are designed for three pin round plugs. The standard continental type plug with two round pins, applied for many electrical travel products, may be used without problems.



❖ CONTACT PERSONS

For questions regarding the concept note and agenda, please contact:

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For logistical/organizational questions, please contact:

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