

Logistics note for meeting observers

Fourth meeting of the Advisory Board
of the Santiago network

15 - 17 April 2025

Geneva, Switzerland

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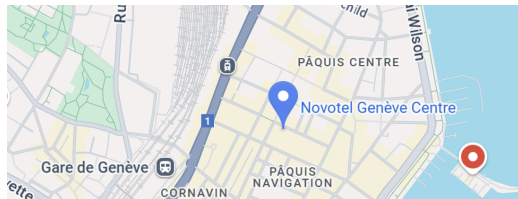
1. Meeting details

The fourth meeting of the Advisory Board of the Santiago network will take place from 15-17 April 2025 in Geneva, Switzerland. The meeting will open on 15 April 2025 at 9:00 a.m. CET.

The meeting is open to registered observers and will be facilitated in hybrid mode, allowing registered participants to join virtually or in-person. Owing to space limitations, access may be limited for in-person participation and attendance will be subject to confirmation. Interested representatives had been invited to register as observers to the meeting and the registration deadline has now closed. In case of any questions, please contact Ms. Hannah Milde (E-mail: secretariat@santiago-network.org).

For in-person observers, registration will take place in the entrance lobby of the Novotel Genève Centre from 8:30 a.m. CET on Tuesday, 15 April 2025. All registered observers will receive their conference badge for the duration of the meeting at registration. For virtual observers, the meeting link will be shared with all registered participants ahead of the meeting.

2. Meeting venue



The meeting will be held at the Novotel Genève Centre, close to the main train station in central Geneva, Rue de Zurich 19, 1201 Genève, Switzerland, +41 22 909 90 00.

📍 Novotel Genève Centre

3. Visas

Visa requirements must be met before arrival to Switzerland and are the sole responsibility of the participant. Based on nationality, participants attending the Advisory Board meeting may require a visa to enter Switzerland. Please see the [Swiss visa website](#) for more information. An invitation letter from the Santiago network Secretariat to support travel arrangements may be provided to all registered in-person observers as needed. Please get in touch with Ms. Hannah Milde (E-mail: secretariat@santiago-network.org) if you require such a letter.

4. Participant costs

The Santiago network Secretariat is not in a position to cover the costs for in-person observers of the Advisory Board meeting.

5. Flights

The Santiago network Secretariat is not in a position to arrange the travel for in-person observers of the Advisory Board meeting.

6. Accommodation

Participants are requested to arrange their own accommodation for their stay in Geneva. Early booking of accommodation is advised. Please see the [Geneva hotel list](#) and the [Geneva tourism website](#) for further information.

7. Catering

During the meeting, coffee, tea and water will be available for registered in-person observers. A list of nearby restaurants for lunch and dinner options will be available at the reception desk.

8. Informal reception

An informal reception is planned for the Advisory Board and observers attending the meeting in person. This event is anticipated to occur in the evening following the day's agenda, either on Tuesday, 15 April, or Wednesday, 16 April. Additional information will be disseminated in due course.

9. Transportation

Access from the airport: Geneva Airport (GVA) is conveniently located just 4 km from Geneva's city center. Upon arrival, participants have several transportation options:

- **Public Transport:** Free tickets are available to get from the airport to the city center free of charge. A unireso ticket (80 minutes validity) can be obtained from the machine in the baggage claim area.
 - **Train:** The airport railway station (Gare Aéroport) offers direct connections to Geneva's main station (Gare Cornavin) in about 7 minutes.
 - **Bus:** TPG buses 5 and 10 connect the airport to the city center in approximately 15 minutes.
- **Taxi:** A ride to downtown Geneva takes around 15 minutes and costs approximately 35-45 CHF.
- **Rideshare & Private Transfers:** Uber and other ride-hailing services operate in Geneva.

Upon booking a hotel in Geneva, a transport card is issued in advance of arrival. This "Geneva Transport Card" enables you to use public transport free of charge in Geneva for the duration of your stay. To plan how to get around the city using public transport, please visit the [Geneva public transport website](#)

10. About Geneva

Geography: Geneva is the capital of the Swiss Canton of Geneva and is located in the westernmost corner of Switzerland. The city is situated on the banks of Lake Geneva, at the mouth of the Rhone River and is bordered by the Jura Mountains to the west and the French Alps in the east. The city is easily reached within 2 hours by plane from most major cities in Europe and is a hub of Europe's highway network. High-speed train connections to Paris and Milan, and fast trains to Spain and Germany provide additional access.

Language: Switzerland has four national languages: German, French, Italian and Romansh. French is the predominant language spoken in Geneva, with English widely spoken.

Time: GMT/UTC +1

Telephone Area Code: +41 for Switzerland and 022 for Geneva

Electricity: Electricity in Switzerland is 230 Volts, alternating at 50 cycles per second. Please bring a power plug converter – Switzerland uses a 3-pin outlet system.

Currency: The currency in Switzerland is the Swiss Franc (CHF). The Euro is also accepted at most businesses but expect to pay a premium rate. Check www.xe.com for the most up-to-date exchange rates. ATMs are widely available.

Climate: The climate in Geneva is pleasant most of the year. April in Geneva marks the transition to spring, with mild temperatures and increasing sunshine. Expect daytime highs of around 12–16°C (54–61°F) and cooler nights at 4–7°C (39–45°F). Rain is possible, so a light jacket and an umbrella are recommended. For more information, see the website of the [Federal Office of Meteorology and Climatology MeteoSwiss](#).

Emergency Numbers: The general emergency number in Switzerland is 112. You can call this number using a foreign SIM card, or when using a prepaid mobile phone with no remaining credit.

Additional emergency numbers are as follows:

Police	117
Fire service	118
Ambulance	144