

Logistics note for meeting observers

Fifth meeting of the Advisory Board
of the Santiago network

2-4 September 2025

Geneva, Switzerland

Contents

1. Meeting details	2
2. Meeting venue	2
3. Visas	2
4. Participant costs	2
5. Flights	2
6. Accommodation	2
7. Catering	2
8. Transportation	3
9. About Geneva	3

1. Meeting details

The fifth meeting of the Advisory Board of the Santiago network will take place from 2-4 September 2025 in Geneva, Switzerland. The meeting will open on 2 September 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 are required to register as observers (both in-person and virtual) via this [registration form](#) by **Friday, 8 August 2025**. In view of the need to confirm the arrangements for the meeting as early as possible, registrations received after this deadline may not be processed. In case of any questions, please contact Ms. Hannah Milde (E-mail: secretariat@santiago-network.org).

For registered in-person observers, registration will take place in the entrance lobby of the Hotel Royal from 8:30 a.m. CET on Tuesday, 2 September 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 Advisory Board meeting will be held at the [Hôtel Royal](#), close to the main train station in central Geneva, Rue de Lausanne 41, 1201 Genève, Switzerland, +41 22 906 14 14.

📍 Hôtel Royal Genève, Suisse

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 observers of the Advisory Board meeting.

5. Flights

The Santiago network Secretariat is not in a position to arrange travel for 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. 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:** A ticket can be obtained from a machine at the airport.
 - **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](#)

9. 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. September in Geneva marks the transition to autumn, with mild, cool, and humid weather. Expect daytime highs of around 21°C (70°F) and cooler nights at 8°C (46°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