

The Director of the Radiocommunication Bureau (BR) welcomes delegates/participants

Working hours

0930 – 1200 hours and 1400 – 1700 hours

It is suggested that breaks of 15 to 30 minutes be taken at approximately 1030 hours and 1530 hours. The meeting schedule is on permanent display and regularly updated on the electronic notice board.



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Registration



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The Delegate Registration Desk is located in the entrance of the Montbrillant Building. Delegates/participants may register from 0830 hours on the opening day. The registration confirmation email, together with a form of photo identification, will be required.

Identification badges

At the time of registration, delegates/participants will receive a photo identification badge which must be worn at all times when entering the premises. All delegates/participants, not having previously done so, must register their photograph in the registration database. These measures are being taken to ensure security for all attendees to ITU conferences, meetings and seminars.



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Publications



ITU publications may be obtained at the [ITU Bookshop](#) located in the entrance hall of the Tower Building.

Parking

Parking restrictions are in force for the streets adjacent to the CIG and the ITU. Visitors are advised to respect these restrictions, particularly in the area adjacent to the CIG main entrance. A limited number of parking cards are available only for those delegates/participants attending meetings being held in the CIG.



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Public transportation

Several bus and tram lines provide transportation to various parts of Geneva. There are bus/tram stops in the vicinity of the ITU on the Place des Nations, rue de Vermont, avenue de France and avenue Giuseppe Motta. Further information is available at www.tpg.ch.



Telecommunications

A telephonist will be available to assist delegates/participants in the second basement of the ITU Tower Building.



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Post office



A post office is situated to the left of the rue de Varembé entrance to the CICG. Working hours:
0800 - 1200 and 1400 - 1800 hours
(Monday to Friday) and
0830 - 1130 hours (Saturday)

Bank

A bank is situated across the street from the ITU Tower entrance. Currency exchanges and other services are available from Monday to Friday. Working hours:
0830 - 1630 hours (without interruption).



Cybercafé/Computers/Service Desk



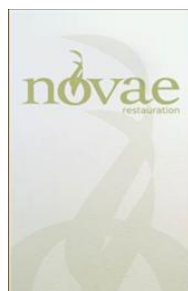
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The cybercafé will be available for use by participants in the second basement of the ITU Tower.

For computer support, you may call the ITU Service Desk on extension 6666.

Restaurant

A self-service cafeteria is situated between the ITU Varembé and Montbrillant Buildings. There is, as well, a self-service restaurant serving pizzas, paninis and a variety of salads on the 15th floor of the Tower.



Travel Agency



The American Express Travel Agency (ground floor of the ITU Tower), extensions 5168 and 5170, is available to arrange excursions, hotel reservations and other services.

Social and medical services

The ITU Staff Counselling Service is available to provide assistance to delegates/participants for matters of a personal or urgent nature. The Service is situated in Office T062 of the ITU Tower building, extension 5380.

The services of a nurse are available to participants from **0845 - 1230** and **1400 - 1730 hours**.

The medical service is on the 3rd floor of the ITU Varembé Building (Office V318 – extension: 5397).

Between **1230 and 1400 hours**, in case of an emergency, delegates/participants may contact the Security Service, extension 119.

After **1730 hours**, participants may go to the "Permanence Medicale" 9A, rue de Vermont, which is open 24 hours, 7 days a week (Tel.: 022 734 51 50).

The following medical services in Geneva are open 24 hours a day:



Hôpital Cantonal
Rue Gabrielle-Perret-Gentil, 4
1211 Geneva 14

Tel.: 022 372 33 11 and
022 382 33 11

Hôpital de la Tour

Ave Jean-Daniel Maillard, 3
1217 Meyrin

Tel.: 022 719 61 11



Geneva Emergency Services
Tel: **144**