

WORLD HEALTH ORGANIZATION  
REGIONAL OFFICE FOR EUROPE

WELTGESUNDHEITSORGANISATION  
REGIONALBÜRO FÜR EUROPA

ORGANISATION MONDIALE DE LA SANTE  
BUREAU REGIONAL DE L'EUROPE

ВСЕМИРНАЯ ОРГАНИЗАЦИЯ  
ЗДРАВООХРАНЕНИЯ  
ЕВРОПЕЙСКОЕ РЕГИОНАЛЬНОЕ БЮРО



UNITED NATIONS  
ECONOMIC COMMISSION FOR  
EUROPE

COMMISSION ECONOMIQUE  
POUR L'EUROPE DES NATIONS  
UNIES

ЕВРОПЕЙСКАЯ  
ЭКОНОМИЧЕСКАЯ  
КОМИССИЯ

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TRANSPORT HEALTH AND ENVIRONMENT PAN-EUROPEAN PROGRAMME  
T H E P E P

Steering Committee on the Transport, Health and Environment  
Pan-European Programme, Fourteenth session  
Bureau, Thirtieth Session

Geneva, 7-9 November 2016

## INFORMATION CIRCULAR

Dear Participant,

We are pleased to provide you with the following information regarding the practical arrangements for the above meeting.

For urgent queries during the meeting (7-9 November 2016): +45 51 97 92 46

### 1. Site of the meeting

World Health Organization Headquarters  
**Room C**, main building  
20, Avenue Appia  
CH-1211 Geneva 27  
Switzerland

Tel: +41 22 7912111

For more information on the venue please see the attached brochure.

### 2. Language

The Steering Committee meeting will be held in English, Russian and French and simultaneous translation will be provided. The Bureau meeting will be in English only.

### 3. Registration, opening session and closure

To access WHO premises, delegates must be registered in a list of participants that will be made available at the WHO reception facility at the entrance to the main building. Prior to the session, delegates are requested to report to the entrance to the main building, where they will receive an ID badge and will be directed to the meeting room.

#### **4. Working hours**

The working hours will be as follows:

7 November	15.00 –18.00	-THE PEP 2016 Symposium
8 November	10.00 –18.00	-General Session (Lunch break from 13:00 – 15:00)
9 November	10:00 –13:00	-General Session
9 November	14:30	-Bureau Meeting

All sessions will take place in Salle (Room) C.

#### **5. Documentation**

For reasons of economy, delegates are requested to bring copies of the documents mentioned in this provisional agenda to the meeting. Documents may be downloaded from:

<http://www.unece.org/index.php?id=40554#/>

#### **6. Accommodation**

All meeting participants are responsible for booking their own hotel rooms. A list of all hotels in Geneva can be found at: [www.geneva-tourism.ch](http://www.geneva-tourism.ch)

Participants are advised to book hotel accommodation well in advance of the meeting as hotels in Geneva may be fully booked when there are large conferences or other events.

#### **8. Visa**

Please check with your travel agent if a visa is required for your travel to the meeting. If so, kindly apply for one as soon as possible. Upon request the secretariat can provide the invitation letter in order to facilitate the issuance of your visa.

#### **9. Climate**

At this time of the year the climate is generally cold but bearable. It can be affected by cold winds called the “bise”.

#### **10. Return travel arrangements**

It is advisable that you make your homeward travel arrangements prior to your departure from home as it may not be possible or convenient to do it during the meeting.

#### **11. Transport from/to airport**

Please see here for details on public transport options from the airport to the city, including a **free** public transport pass: <http://www.gva.ch/en/desktopdefault.aspx/tabid-67/>

#### **WHO contact (all queries before the meeting)**

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