



ACCESSIBILITY GUIDE

The following information on accessibility is provided as part of UNOG's efforts to make its meetings and conferences more accessible.

Contents:

1. **Creating an account and registering on Indico**
2. **Accreditation**
3. Getting to the United Nations
4. Accessible Route from Pregny Gate to your Meeting Room
5. Maps
6. Leaving the building
7. Evaluation Survey

1. **Creating an account and registering on Indico**

The first step to attending an event at UNOG is to create an account on Indico and register for your event. Please view this [Step-by-step guide](#).

Please remember that all participants, including **accessibility support persons** must create their own account and register separately.

2. **Accreditation**

All visitors must bring their **passport or national identification card** and their **e-mail notification with the QR code** (or **UN Event Pass**) with them to Pregny Gate for accreditation to get a badge.

If you have registered and been **approved for accessibility**, you should use the **dedicated right-hand lane with the Universal Accessibility Symbol** for access to the security screening area at Pregny Gate. You should approach the door and show your documents to the Security Officer. You will be invited to undergo a light Security check and then be able to collect your badge from the I.D. Help Desk. There is

an accessible lift to take you to the lower floor, from which you can enter the grounds of the Palais des Nations.

You **may be accompanied at all times by a support person**, as long as they have registered on Indico and have a national identification document and QR code with them.

3. Getting to the United Nations Office in Geneva

Public Transport in Geneva is accessible, with low-floor vehicles and access ramps, and can be used to reach the United Nations.

The United Nations building is called the Palais des Nations. There are two gates – Nations and Pregny. When you come for the first time, you must go to the **Pregny Gate** to get your badge.

The nearest bus stop to Pregny Gate is **Appia**.

These buses stop at **Appia** and **Nations**.



The following buses stop at **Nations** (by the Broken Chair), where you can change bus to get to **Appia** for the **Pregny Gate**:



Tram 15 also stops at **Nations**:



Once you have your badge, you can enter by the **Nations gate**.

More information on mobility can be found at: <http://www.tpg.ch/en/web/site-international/service-clients/mobilite-reduite>

Routes and timetables can be found at: <http://www.tpg.ch/en/web/site-international/horaires/temps-reels>

A smartphone application is also available for iOS and Android (download "TPG"). It contains a route planner and tickets can be purchased using it.

Tickets can also be bought from the machines at bus stops, but are not available on board the bus.

4. Accessible Route from Pregny Gate to your Meeting Room

For your safety, please note that accessible Door A15 is a double door which opens automatically towards you as you approach it.

For the C-building, **Rooms 4, 6, 7, 8 and 9 (IV, VI, VII, VIII and IX)** - From Pregny, cross the road and turn left. Follow the path down the hill until P5 car park entrance. Turn right to cross the length of the car park and enter door A15. Take the lift to level 3 and turn right upon exit. Follow the hallway until you reach your room on your right. Room IV is beyond the Delegates' Lounge, round the corner and at the end of the corridor leading to the left.

For the C-building, **Rooms 10, 11 and 12 (X, XI and XII)** - From Pregny, cross the road and turn left. Follow the path down the hill until P5 car park entrance. Turn right to cross the length of the car park and enter door A15. Take the lift to level 3 and turn left upon exit. Follow the hallway until you reach your room on your left.

For the C-building, **Room 16 (XVI)** - From Pregny, cross the road and turn left. Follow the path down the hill until the P5 car park entrance. Turn right to cross the length of the car park and enter door A15. Take the lift to level 5.

For the E-building, **Rooms 17, 18, 21, 22, 23, 24, 25, 26 and 27** - From Pregny, cross the road and turn left, following the signs on the pavement indicating door E39 Guided Tours. Continue past door E39 to door E40 and enter through the automatic, sliding door on the far side of the first revolving door. You are entering on level 2. Go down one level to level 1. Take either the small lift on the right, which announces the floors, or cross the entrance hall diagonally towards the left and take lift number E47, located behind the steel staircase which has Braille on the control panel.

For the E-building **Rooms 19 and 20 (XIX and XX)** - From Pregny, cross the road and turn left, following the signs on the pavement indicating door E39 Guided Tours. Continue past door E39 to door E40 and enter through the automatic, sliding door on the far side of the first revolving door. You are on level 2 of the building. Go up one level to level 3. Take either the small lift on the right, which announces the floors, or cross the entrance hall diagonally towards the left and take lift number E47, located behind the steel staircase which has Braille on the control panel.

For the **Council Chamber and Rooms 1 and 2 (I and II)** – These rooms are located beyond the C-building when entering by Pregny Gate. From Pregny, cross the road and turn left. Follow the path down the hill until P5 car park entrance. Turn right to cross the length of the car park and enter door A15. Take the lift to level 3 and turn right upon exit. Follow the long hallway past the Delegates' Lounge and then turn right. Lift C7 is on your right. Go down to Level 1 and turn right upon exit. The Council Chamber lobby is in front of you. The Council Chamber is on your left. For Rooms I and II, exit the lobby on the far side and follow the corridor leading to the left. Room II is on the right side of the corridor and Room I is at the end.

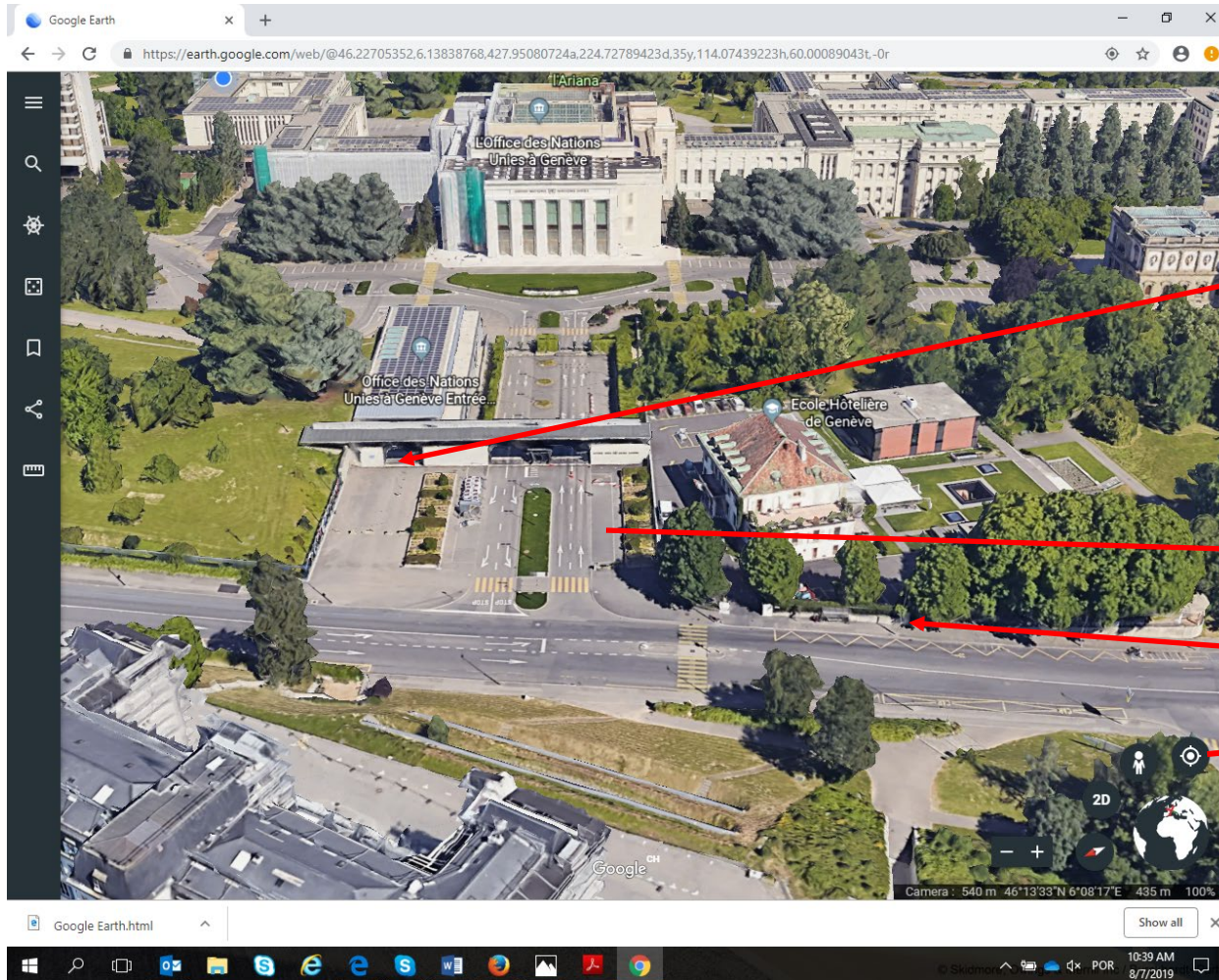
For the **Assembly Hall** – The glass doors giving access to the Assembly Hall are located directly opposite Pregny Gate. If the glass doors have remained closed, then follow the path down the hill until P5 car park entrance. Turn right to cross the length of the car park and enter door A15. Take the lift to level 3, which will bring you to the Assembly Hall.

For **Concordia Rooms 1 to 5** - From Pregny, cross the road and turn left. Follow the path down the hill until P5 car park entrance. Turn right to cross the length of the car park and enter door A15. Concordia rooms are located on this level.

5. Maps

Click [here](#) for a map of the interior of the Palais des Nations and further information for visitors.

Pregny Gate



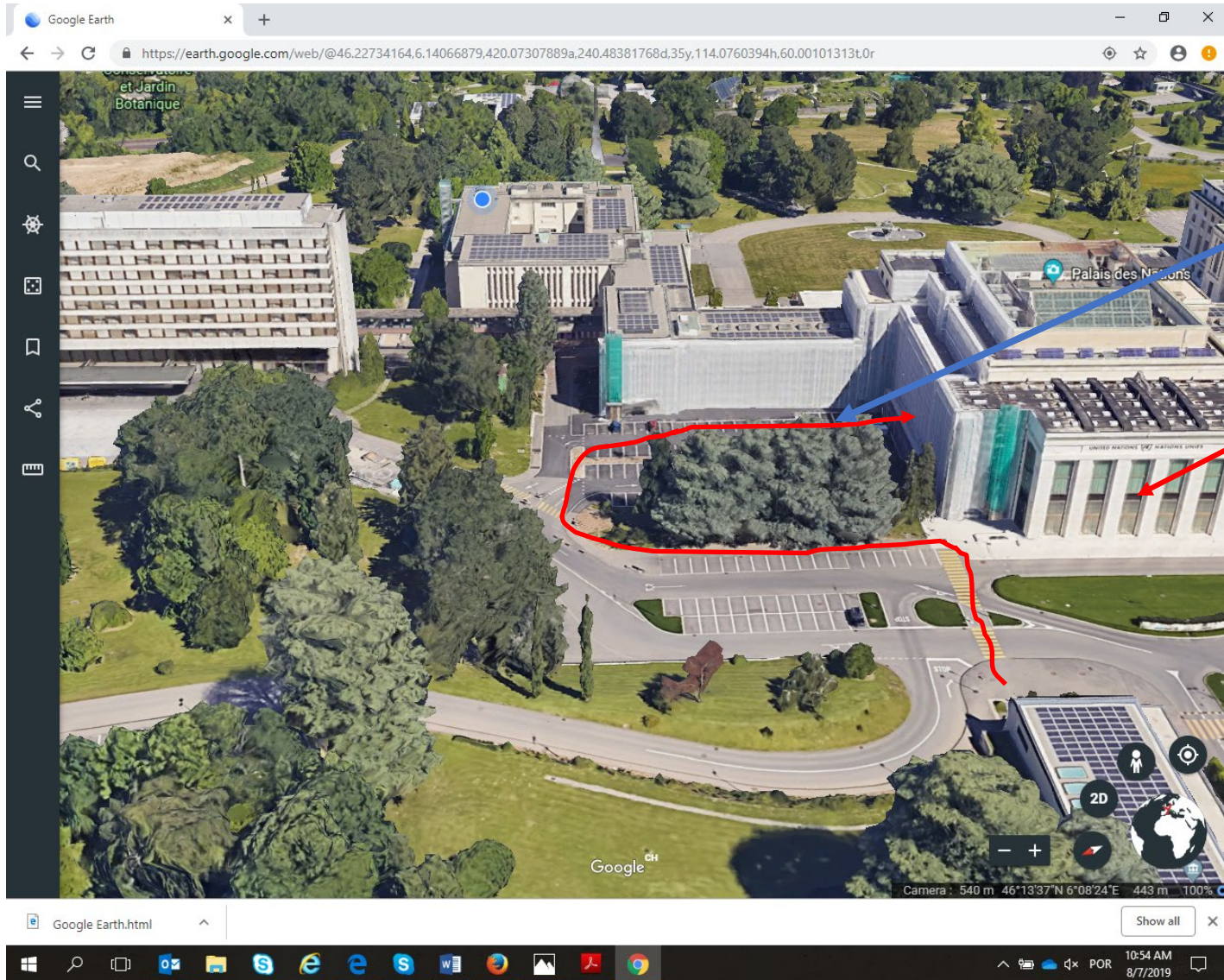
Enter here. Go to the right-hand lane with the Accessibility symbol and show the Security Officer your e-mail notification.

Short-stay parking spaces.

Appia stop for buses 20 and Z.

Appia stop for buses 8, 22 and 28.

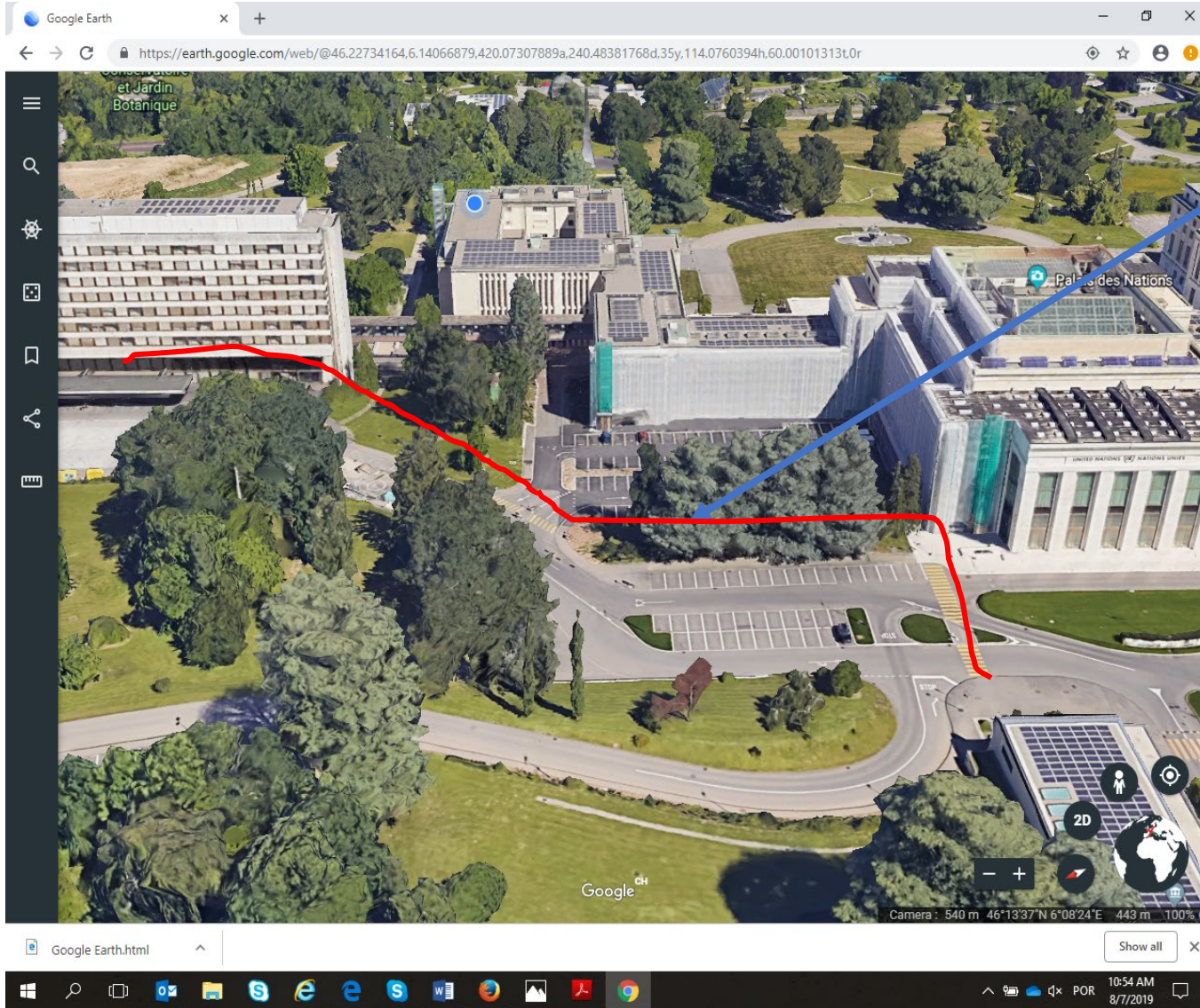
C-building and Assembly Hall



Accessible Route from Pregny Gate to Door A15 (on Level 2), giving access to meeting rooms in the C-building on Level 3.

Assembly Hall

E-building



Accessible Route from Pregny Gate to Door E40 (on Level 2), giving access to meeting rooms in the E-building.

6. Leaving the building

Pregny Gate – This gate is uphill. When you reach the building, use the ramp on the left side of it to reach the exit gate. If you need assistance to exit, call UNOG Security on the intercom to open the gate. Please be aware that the gate will open towards you.

Nations gate – this route is flat, but please be aware that accessible routes from the E-building may be affected by building renovation works.

7. Evaluation Survey

Please help us improve accessibility, by completing this [survey](#) after your meeting:



Thank you! We wish you a successful meeting at UNOG.