



## PRACTICAL INFORMATION INTERNATIONAL PARTICIPANTS

# 5<sup>TH</sup> GLOBAL MINISTERIAL SUMMIT ON PATIENT SAFETY 2023

*“Less Harm, Better Care – from Resolution to Implementation”*

23-24 FEBRUARY 2023, MONTREUX, SWITZERLAND

### 1. PROGRAM & VENUE DETAILS

The Summit will be held the **23-24 February 2023** at:

**2m2c – Montreux Music & Convention Centre**  
**Avenue Claude Nobs 5,**  
**CH-1820 Montreux, Switzerland**  
Tel: + 41 21 962 20 00  
[www.2m2c.ch](http://www.2m2c.ch)

The Montreux Music & Convention Centre is located at one-hour distance by car from [Geneva Airport \(GVA\)](#) and it can also be reached easily by train in approximately one hour.

[Montreux](#) is a small city on the shores of Lake Geneva and facing the Alps. Deep in the town's heart and right at the water's edge, the Montreux Music & Convention Centre is a short 10 minutes' walk from the town's railway station, hotels, restaurants, and attractions.

The Summit will start on **23 February 2023 (Expert Day)** from **8.30 am to 6.00 pm**. On **24 February 2023 (Ministerial Day)**, the program will start at 8.30 am and will end at **1.45 pm** to be followed by a Networking Lunch until 3.00 pm. On both days, a buffet lunch and coffee breaks will be offered to all attending participants.

**A detailed program** is available on the Summit [website](#).



## 2. SUMMIT WEBSITE & ONLINE REGISTRATION

In order to formally sign up for the Summit, all participants need to undergo **two online registration procedures**:

- 1) **Security registration** - for security reasons, participants need to create an IDM password in order to have access to the four dedicated Summit registration options. Carefully read and carry out the IDM login instructions available on the "Registration" tab of the Summit [website](#).
- 2) **Summit registration** - After completing their security registration, participants can register to the Summit by with the following link:

### **Register as International Participant**

*International participants from academia, research, international organizations, non-governmental and non-profit organizations, (public) health institutions etc. not based in Switzerland*

Once the registration is completed, participants will receive an automatic reply confirming their registration and a link to access their submitted information.

Please **register no later than 31 January 2023**.

## 3. LANGUAGES

English will be the working language of the Summit. For the 2<sup>nd</sup> Day of the Summit (Ministerial Day), simultaneous interpretation will be available in the six official UN-Languages (Arabic, Chinese, English, French, Russian and Spanish).

## 4. BADGE COLLECTION

Badge collection will **open on 22 February 2023 from 2.00 pm until 6.00 pm**. On the 23<sup>rd</sup> & 24<sup>th</sup> February 2023 the doors will open one hour prior to the start of the first session, at 7.30 am.

Badges may be collected at the main entrance of the

**2m2c - Congress Center** Montreux  
Avenue Claude Nobs 5  
1820 Montreux

To collect your badge a valid ID must be presented.



## 5. TRAVEL ARRANGEMENTS

Participants are kindly requested to take care of travel arrangements to Montreux, Switzerland, at their own expenses. The nearest airport to the venue is Geneva Airport, GVA (approximately 1h distance by train or car to Montreux).

## 6. TRAVEL & HEALTH INSURANCE

It is the responsibility of each participant to have adequate travel and health insurance for the whole duration of their travel and stay. The Summit organisers cannot be held liable for any incidents at the Summit premises or related to the travel to or within Switzerland.

## 7. VISA REQUIREMENTS FOR INTERNATIONAL PARTICIPANTS

Please visit this [website](#) to check if a visa is needed to enter Switzerland.

Participants requiring a visa to enter Switzerland are kindly requested to make the necessary arrangements as soon as possible by contacting the nearest Swiss Embassy/Consulate.

Participants traveling via other countries are also advised to check if they need a transit visa in addition to the visa to enter Switzerland.

### **Border health measures**

Since 2 May 2022, entry into Switzerland is possible again under the normal conditions as before the pandemic. However, should a new variant of concern emerge, Switzerland may again introduce border sanitary measures (e.g. testing, quarantine). In this case, the relevant information will be published on the [PSS2023 website](#). Therefore we ask you to consult it before your journey. Participants traveling via other countries are also advised to check if there are border health measures applicable in the transit country.

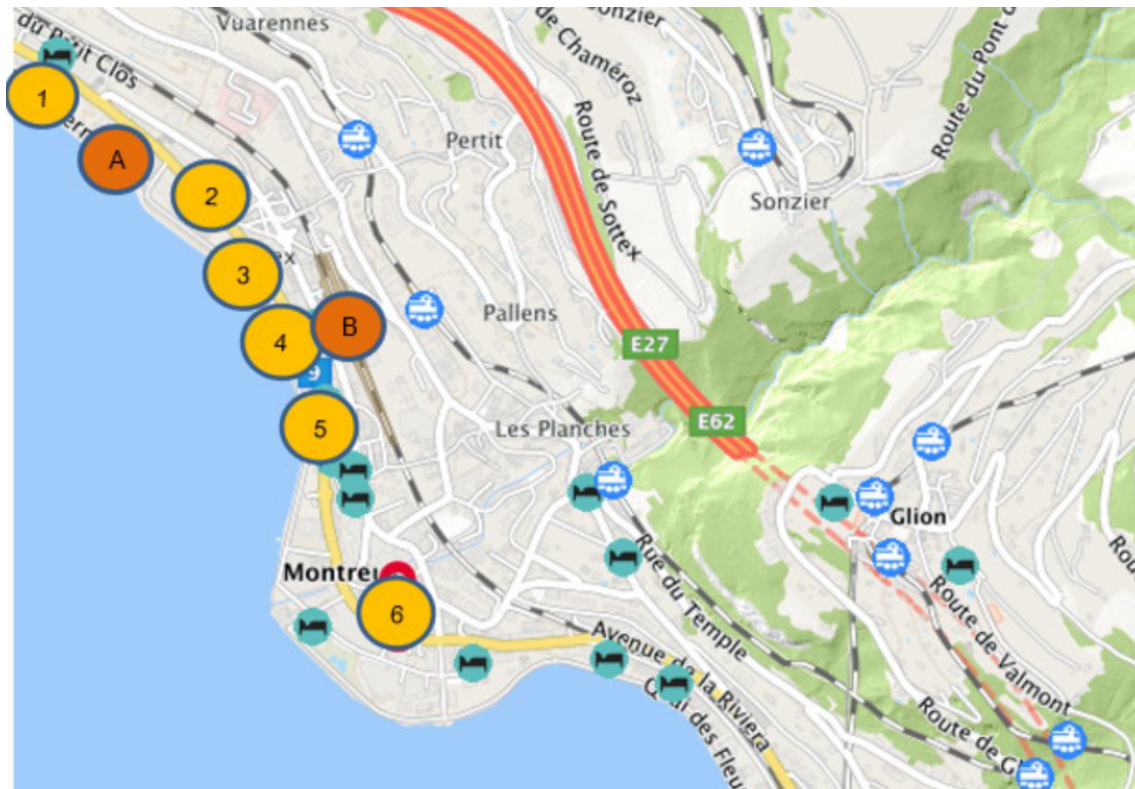


## 8. HOTEL ACCOMMODATION

Participants are kindly requested to organise their own accommodation at their own expenses. A limited number of hotel rooms have been pre-booked at discounted rates. Please be advised that these rates are only available until 31 January 2023.

Please note that a credit card is necessary to book the hotel rooms. Full settlement of hotel bill must be paid for upon departure at the hotel reception.

The following map shows the Summit venue as well as the six partner hotel suggestions.



**A) Montreux Music & Convention Centre**, Avenue Claude Nobs 5, 1820 Montreux

**B) Main Train Station Montreux**, Avenue des Alpes 45, 1820 Montreux



The partner hotels with pre-booked rooms at discounted rates for the Summit are listed below.

**IMPORTANT:** When booking a room at the selected hotel, please state in the headline:  
**«Patient Safety Summit».**

**1) Hotel Royal Plaza, Av. Claude-Nobs 7, 1820 Montreux**

**Reservation:**

Book here: [www.royalplaza.ch](http://www.royalplaza.ch)

Click on “Book your stay” and insert promo code: **“PATIENTSAFETY”**

<b>ROYAL PLAZA</b> <small>★★★★★ MONTREUX &amp; SPA</small>	E-Mail: <a href="mailto:reservations@royalplaza.ch">reservations@royalplaza.ch</a> , Tel: +41 21 962 50 30, Fax: +41 21 962 51 51		
<a href="http://www.royalplaza.ch">www.royalplaza.ch</a>			
	<b>Single Occupancy</b>	<b>Double Occupancy</b>	
<b>Standard Room</b>	CHF 205	CHF 235	
<b>Superior Room</b>	CHF 245	CHF 275	
<p>These rates include: full American Breakfast buffet, free wireless internet access, free use of the spa, the Riviera card (free access to local bus transportation and 50% discount on all major touristic attractions, service charge &amp; vat).</p> <p><b>Taxes:</b>  City tax: CHF 8.00 per person &amp; per day  Touristic tax: CHF 1.50 per person &amp; per day</p> <p><b>Cancellation policy:</b>  The participants can modify and/or cancel their booking until <b>7 days</b> prior the arrival without any penalties. For any modification and/or cancellation between 7 days and 48 hours before the arrival day, the hotel will charge 1 night penalty for the late modification or cancellation on the credit card. For any modification and/or cancellation between 48 hours and the day of arrival, the hotel will charge the entire stay on the credit card.</p> <p>Check-in: 3.00 pm  Check-out: 12.00 pm</p>			



## 2) Fairmont Montreux Palace, Av. Claude-Nobs 2, 1820 Montreux

### **Reservation:**

Book here: [Global Ministerial Summit on Patient Safety 2023 - Start your reservation \(passkey.com\)](https://www.passkey.com)

	E-Mail: <a href="mailto:montreux@fairmont.com">montreux@fairmont.com</a> , Tel: +41 21 962 12 12, Fax: +41 21 962 17 17		
	<a href="https://www.fairmont.fr/montreux/">https://www.fairmont.fr/montreux/</a>		
		<b>Single Occupancy</b>	<b>Double Occupancy</b>
<b>Standard Room</b>	CHF 250	CHF 250	
<p>The rates include: breakfast buffet, VAT and service charges. Each individual will be required to guarantee their reservation by credit card at the time of booking.</p> <p><b>Taxes:</b> City tax: CHF 9.50 per person &amp; per day</p> <p><b>Cancellation policy:</b> Cancellations will be accepted free of charge until 7 days prior to arrival, at 3.00 pm. Any late cancellations or no-shows will be subject to 100% of full stay penalty fee.</p> <p>Check-in: 3.00 pm Check-out: 10.00 am</p>			

## 3) Eurotel Montreux, Grand-Rue 81, 1820 Montreux

### **Reservation:**

Book here: [EUROTEL MONTREUX \(book-secure.com\)](https://www.book-secure.com)


	E-Mail: <a href="mailto:info@eurotel-montreux.ch">info@eurotel-montreux.ch</a> , Tel: +41 21 966 22 22, Fax: +41 21 966 22 20		
	<a href="https://www.eurotel-montreux.ch">https://www.eurotel-montreux.ch</a>		
		<b>Single Occupancy</b>	<b>Double Occupancy</b>
<b>Standard Room</b>	CHF 198	CHF 224	
<p>The rates include: breakfast buffet, touristic tax, free wifi, service charge &amp; VAT.</p> <p><b>Taxes:</b> City tax: CHF 7.- per person &amp; per day</p> <p><b>Cancellation policy:</b> Modification and cancellation possible up to 72 hours prior to arrival. No shows and late cancellations for the rooms will be charged 1 night.</p> <p>Check-in: 3.00 pm Check-out: 12.00 pm</p>			



#### 4) Grand Hotel Suisse Majestic, Avenue des Alpes 45, 1820 Montreux

**Reservation:**

Book here: [Book Your Group/Corporate Rate | Marriott International](#)



	E-Mail: <a href="mailto:events@suisse-majestic.ch">events@suisse-majestic.ch</a> , Tel: +41 21 966 33 33, Fax: +41 21 966 33 01		
	<a href="https://www.eurotel-montreux.ch">https://www.eurotel-montreux.ch</a>		
		<b>Single Occupancy</b>	<b>Double Occupancy</b>
	<b>Standard Room</b>	CHF 220	CHF 240
<p>The rates include: Hot buffet breakfast, wifi internet, service charges and VAT.  <b>Taxes:</b>            City tax: CHF 7.- per person &amp; per day  <b>Cancellation policy:</b>            cancellation received less than 72 hours prior to arrival and No-Shows will be charged 100% of the entire stay            Check-in: 3.00 pm            Check-out: 12.00 pm</p>			



### 5) Hotel La Rouvenaz, Rue du Marché 1, 1820 Montreux

**Reservation:**


E-mail to: [hotel@rouvenaz.ch](mailto:hotel@rouvenaz.ch) with Booking-ID "Patient Safety Summit"

  MONTRÉUX	E-Mail: <a href="mailto:hotel@rouvenaz.ch">hotel@rouvenaz.ch</a> , Tel: +41 21 963 27 36, Fax: +41 21 963 43 94		
	<a href="http://www.royalplaza.ch">www.royalplaza.ch</a>		
		<b>Single Occupancy</b>	<b>Double Occupancy</b>
<b>Standard Room</b>	CHF 130	CHF 150	
<b>Junior Suite</b>	CHF 210	CHF 210	
These rates are per room per night without breakfast. <b>Taxes:</b> City tax: CHF 6.00 per person & per day <b>Cancellation policy:</b> The participants can modify and/or cancel their booking until <b>48 hours</b> prior the arrival without any penalties. For any modification and/or cancellation between 48 hours and the day of arrival, the hotel will charge the entire stay on the credit card. Check-in: 3.00-7.00 pm Check-out: 7.00 am-11.00 pm			

### 6) Hotel Hévetie, Avenue du Casino 32, 1820 Montreux

**Reservation:**

E-mail to: [groups@helvetie.ch](mailto:groups@helvetie.ch) with Booking-ID "Patient Safety Summit"

 1865 HELVETIE - MONTRÉUX	E-Mail: <a href="mailto:groups@helvetie.ch">groups@helvetie.ch</a> , Tel: +41 21 966 77 77, Fax: +41 21 966 77 00		
	<a href="https://www.helvetie.ch">https://www.helvetie.ch</a>		
		<b>Single Occupancy</b>	<b>Double Occupancy</b>
<b>Standard Room</b>	CHF 126	CHF 150	
These rates include: breakfast buffet, service charges & VAT. <b>Taxes:</b> City tax: CHF 7.- per person & per day <b>Cancellation policy:</b> Cancellation received less than 72 hours prior to arrival and no-shows will be charged 100% of the entire stay. Check-in: 2.00 pm Check-out: 11.00 am			





## 9. ARRIVAL & TRANSPORT TO MONTREUX

### **From Geneva Airport to Montreux by train**

Geneva-Airport (GVA) is connected to Montreux via direct railway services. The Geneva-Airport railway station is located just outside the airport.

Train tickets can be purchased at the train station ticket machines or at the ticket office. Alternatively, train tickets can also be purchased online. More information can be found [here](#).

Ticket machines and ticket offices, only accept Swiss Francs or Euros in cash or by credit card payment. Select Montreux as final destination. First or second-class ticket, as well as one way (one arrow) or round-trip (double arrow) tickets can be selected on all ticket machines. A one-way 2<sup>nd</sup> class ticket from Geneva-Airport to Montreux costs approximately CHF 35.-.

Direct trains to Montreux, will show “Brig” as the final destination on the train and on the railway information board. The “Montreux” train stop is just after the train stops “Lausanne” and “Vevey” but the name “Montreux” may not appear on the board. The estimated journey from Geneva-airport to Montreux is around **1 h 15 min.**

### **From Zurich Airport to Montreux by train**

Once you'll arrive at Zurich Airport (ZHR), there will be several different trains running to Montreux. The journey from Zurich Airport to Montreux takes approximately **3 h**. Bear in mind that there will be *no* direct trains.

We recommend downloading the App from the Swiss Federal Railway. It can be found [here](#) for Apple devices, and [here](#) for Android devices. The App is very simple and user friendly and will help you with live time tables and always shows you the best connections to reach your desired destination. For more information visit the [website](#).

### **From the train station to the hotel**

Please consult the hotel map shown above in this document. All partner hotels are located at 10 minutes walking distance from the train station. Alternatively, you can also take a taxi from Montreux train station to your hotel.

### **From Geneva Airport to Montreux by taxi**

Upon arrival, you can take a taxi from Geneva terminal to Montreux. Taxis are parked just outside the Airport exit terminal. The distance is about 90 km and Montreux can be reached in approximately 1 hour, depending on traffic. The transfer rate (for a standard car) is about CHF 260.-.



## 10. MEALS

The organisers will provide all meals mentioned in the Summit Programme.

Participants with special dietary requirements are kindly requested to indicate them during the online registration. Kindly note that the organisers will not provide participants with a per diem allowance.

## 11. STATEMENTS

During the ministerial segment, all Head of Delegations will have the opportunity to make a statement during the "tour de table". The statement should be held in one of the six UN languages (simultaneous interpretation) and be no longer than 2 minutes, with no subsequent discussion. The speaking order will be announced in shortly before the event.

Non-governmental organizations (NGOs) are invited to submit their statements in written form for later publication on the official website. For more information please contact [pss2023@bag.admin.ch](mailto:pss2023@bag.admin.ch)

## 12. GENERAL INFORMATION

Montreux is a resort town on the eastern end of Lake Geneva. It's known for its mild climate and world-famous two-week-long Jazz Festival, held in July. More information can be found [here](#).

### **Weather in Montreux**

Montreux has a Maritime Temperate climate with cool summers and mild winters that are usually very cloudy. February is winter and the average temperature is at 2°C (36°F). The highest temperature for February is 6°C (43°F) while the lowest temperature is -2°C (28°F). Hence, we recommend checking the [weather](#) online shortly before departure.

### **Telephone calls**

The country code of Switzerland is 0041. To make international calls from Switzerland, dial 00-country code and the number you wish to reach.

### **Currency rate**

The local currency unit is the Swiss Franc (CHF). One US dollar or one Euro is equivalent to approximately CHF 1.00. The exchange rate is subject to fluctuations.

### **Time**

Switzerland follows Central European Time (CET), which is one hour ahead of the Greenwich Mean Time (GMT).

### **Airport tax**

No airport tax is levied on passengers upon embarkation at the airport.



## Electricity

Switzerland has 230-volt AC, 50Hz current and uses three-pin, type J plugs and sockets. The Type J plug has two round pins as well as a grounding pin. The socket is also compatible with plug type C, commonly used in Europe, South America & Asia. More information can be found [here](#).

## 13. CONTACT POINTS

For inquiries regarding the **content as well as the contributions to the Summit**, please contact:

E-mail: [pss2023@bag.admin.ch](mailto:pss2023@bag.admin.ch)

For inquiries regarding the **general logistics and organization of the Summit**, please contact:

**Conference & Event Service**, Federal Department of Foreign Affairs

E-mail: [sts.events@eda.admin.ch](mailto:sts.events@eda.admin.ch)

For inquiries regarding the **representatives of the media or official photographers / cameramen** travelling with the delegation, please contact:

E-mail: [media@bag.admin.ch](mailto:media@bag.admin.ch)

Phone: +41 58 462 95 05

## 14. COVID-19 PROTECTION MEASURES

To ensure the safe conduct of the 5<sup>th</sup> Global Ministerial Summit on Patient Safety, the recommendations for minimizing the spread of COVID-19 are established in such a way that risks to the conduct of the event as well as for vulnerable persons can be reduced. Regular monitoring and assessment of the epidemiological situation is foreseen.

All participants should follow [basic hygiene measures](#) during the Summit (hand hygiene, respiratory hygiene). In accordance with the current regulations in Switzerland, the wearing of face masks is voluntary but recommended in all areas, in particular for vulnerable persons and persons with respiratory symptoms, such as cough, sneezing, running nose.

In the event of a worsening of the epidemiological situation, any changes affecting the measures will be announced in advance. Current information on the measures in Switzerland can be found on the website of the Federal Office of Public Health (FOPH): [Coronavirus \(admin.ch\)](#)

There are currently no restrictions for entry into Switzerland due to the COVID-19 pandemic. In addition, there is currently no obligation to provide a COVID-19 certificate in Switzerland. More information regarding travel and entry into Switzerland can be found [here](#).



## 15. DATA PROTECTION

By registering for the conference, I am informed that, the cantonal authorities may process data about me that are necessary for security checks, checking in particular that there are no incompatible grounds, in order to guarantee the security of the conference, its participants and in particular persons with diplomatic or consular status and other persons enjoying the protection of public international law. If there are grounds that are incompatible with this data processing, registration may be refused. Depending on the epidemiological situation the data may also be used for the possible protection of the health of participants, for example in the context of contact tracing. I confirm that photos and videos may be taken of me during the Patient Safety Summit.