



Daily Bulletin Supplement – No. 1

94th Session (Maritime) of the International Labour Conference
7-23 February 2006

ILO publications - ILO bookshop: 50 % discount

ILO publications and souvenirs can be purchased during the Conference from the ILO Publications Bookshop (open daily from 09.00 to 18.00), located on R2 south in the ILO Library. A 50% discount on all publications will be offered to Conference participants. Those wishing to take advantage of this offer should show their badge when purchasing. ILO publications may also be purchased direct online at www.ilo.org/publns using a credit card. For enquiries on translation and reproduction rights, please contact the Rights and Permissions Unit at the main ILO building, office 1-42 or telephone 022 799 6063.

ILO Bureau of Library and Information Services

The ILO Library, the world's leading library in the field of work and work-related development and human rights issues, welcomes Conference participants. Delegates and ILO officials from the field may use all of the Library's facilities (including Internet access) and may borrow books for a period of one week. Reading areas are available in the main Reading Room and on the mezzanine floor.

The ILO Library is located on the R2 level (south) of the ILO building. Opening hours of the Reading Room: Monday-Friday: 09.00 to 18.00, tel: 022 799 8682 (information desk), 022 799 8675 (secretariat).

Computers with Internet access are available for the exclusive use of Conference delegates from 08:00 - 20:00, Monday to Friday, in the Library's computer access room (Room R2-105), in the corridor to the right of the Library Reading Room (please follow the signs). The Library's Reading Room is a WiFi zone.

If you need research assistance or would like to learn more about using ILO databases and other information resources, please do not hesitate to ask the staff at the information desk or contact the Library's information desk to make an appointment (tel. 022 799 8682).

International Social Security Association (ISSA)

- **ISSA General Secretariat:** ILO building, Office 9-13, Tel. 022 799 6617.
E-mail: issa@ilo.org, web site: www.issa.int
Secretary General: Mr. H. H. Kondolewsky
- **ISSA Documentation Centre:** All ISSA publications, a vast collection of publications on social security issues from sources worldwide and access to the *Social Security Worldwide* SSW databases. The ISSA Documentation Centre is located on R3 level (north) of the ILO building.
Opening hours from Monday to Friday: 9.00 – 12.00 and 14.00 – 17.00.
Tel.: 022 799 7555, Fax: 022 799 8509, E-mail: issadoc@ilo.org

Facilities



Telecommunications and postal services

Palais des Nations: postal services Door 13/15

0900-1300 & 1400-1700 Monday to Friday

Palais des Nations: postal services Door 6

Mail, fax and booths for prepaid cards

0830-1700 Monday to Friday; closed Saturday

International Labour Office: post office R2 north

Mail, telephone and fax (booths for prepaid cards are available when the post office is closed)

1030-1130 and 1230-1630 – closed Saturday

NB: The Document Distribution Service of the Conference does not despatch documents or reports for delegates. Delegates are requested to use the postal services indicated above.

Calling the ILO building from the Palais des Nations

Dial 63, followed by the extension number (four digits). For extension enquiries, dial 63, then 6111 to speak to the ILO operator.

Calling the Palais des Nations from the ILO

Dial 2, followed by the extension number (five digits). For extension enquiries, dial 2, then 71234 to speak to the *Palais des Nations* operator.

Use of rooms

Those wishing to use a room for a meeting, either in the Palais des Nations or in the ILO building, should contact the Conference secretariat services at the Palais des Nations (office A-239, telephone [022 91] 76576) before 1700 (Saturday: before 1500).

Programme of meetings by telephone

From 2200 onwards each day the programme of meetings for the following day is available by phone: (022 91) 76982 (English); (022 91) 76983 (French); (022 91) 76844 (Spanish).

Delegation boxes

Every delegation is allotted a box near the Distribution Service in which mail, messages, invitations, documents, etc., are placed. Delegates should look in their boxes at least twice a day. Material intended for these boxes should be routed through the Distribution Service.

Address for correspondence

Letters for members of delegations may be addressed as follows:

(Name of delegate)

Delegation of (name of country)

International Labour Conference (Maritime Session)

CH-1211 GENEVA 22 (Switzerland)

Messages received on the ILO's facsimile ([+41 22] 798 86 85) should clearly indicate the national delegation. Facsimiles may also be received at the PTT office of the Palais des Nations ([+41 22] 740 0507).

Sick bay and emergency

Medical personnel are available to treat Conference participants in the Conference building at the Palais des Nations (office E-3053), tel: 75009/76161/76162, Monday to Friday, 0900-1230 & 1330-1800, Saturday during Conference hours
ILO: 5th floor (south) tel: (022) 799 7133/7134, 0800-1700

Cantonal Hospital: (022) 382 6580 (24 hours a day)

In emergency: call 15 within the Palais des Nations; call 144 outside the Conference (ambulance).

Travel and tourist facilities

Carlson Wagonlit Travel has an office in the ILO building, R2 south, offering travel reservations and information on tourist attractions and events in the Geneva region and in

Switzerland. Opening hours are from 0900 to 1700, tel: 022 799 7540).

Local support services

Mandat International, a non-governmental organization based in Geneva, provides support to NGO participants and delegations to international meetings, offering practical information, a documentation centre and assistance with accommodation. A free shuttle service is available between their Welcome Centre and the Palais des Nations. Address: 31, ch. William-Rappard, 1293 Bellevue, Tel: 022 959 8855. Fax: 022 959 8851; Web: <http://www.mandint.org>; Email: info@mandint.org.

The *International John Knox Centre* offers accommodation facilities and other services within walking distance of the Conference. Address: 27, chemin des Crêts-de-Pregny, 1218 Grand-Saconnex. Tel: 022 747 0000. Fax: 022 747 0099; Web: www.johnknox.ch; Email: welcome@johnknox.ch.

Duty-free facilities

The Information Desk of the Conference (at the *Palais des Nations* only) will process authorizations for access by delegates to the Duty-Free Shop (27 avenue de France), and will issue temporary duty-free petrol authorizations to delegates entitled to them.

Lost property

Lost property should be handed in to, and claimed from, the Information Desk.

Palais des Nations visitors' service

The United Nations visitors' service offers guided tours of the *Palais des Nations* daily from 1000 to 1200 and from 1400 to 1600. Tel: (022 91) 74896. Entrance: Pregny Gate, 14 av. de la Paix. Internet: www.unog.ch.

No smoking policy

Smoking is not permitted in the Palais des Nations **except in the designated areas** in the delegates' restaurant (8th floor), serpent bar and press bar. In the ILO building, smoking is not permitted **except in the designated areas** (R2 south, R1 café and R2 cafeteria & restaurant).