

► **RDW Conference 2023: Accessibility and inclusion of persons with disabilities.**

From 10th to 12th July 2023, the RDW Conference will take place.

► **We are delighted to welcome you**

- The ILO has a policy on promoting the inclusion of people with disabilities throughout the Organisation. The main aim of this policy is to ensure that the ILO is an inclusive and fully accessible organization, for which disability is an expression of human diversity. Just as it has promoted equality of opportunity and treatment for people with disabilities in the labour market since its creation, it strives to be an employer of choice for people with disabilities in the ILO, as well as for the delegates, international organizations and visitors who come to our premises.

You are a participant in the RDW Conference and may have a disability.

Although the ILO is generally accessible, you may need specific reasonable accommodation.

You may not yet be familiar with the ILO and visiting for the first time. Here are a few recommendations.

► ILO infrastructure: (See plans at the end of the document)

► Access to the ILO

If you come by bus, the buses are adapted for people with reduced mobility. For more information, visit the [TPG website](#) to find timetables and routes.

For stops on the Avenue Appia side, access is via the P3 car park. Escalators or a lift will take you to Gate 5 on the north side. The registration is done in the car park's cabins.

If you are coming by [taxi](#), you will have to be dropped at Gate 5.

If you come on foot from the route des Morillons, the footpath unfortunately has a gradient of over 6%. We cordially recommend that you avoid this option or do it with the assistance of someone else.

► Registration desks

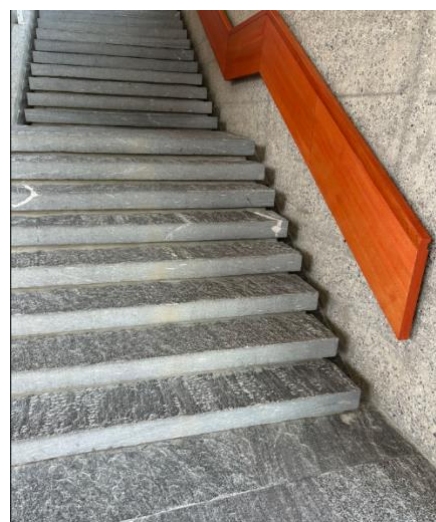
We have provided accessible desks to help you.

► Moving around the ILO

It is relatively easy to move around the ILO independently from one side to the other. The lifts are accessible and adapted, including for wheelchair users and the visually impaired, with audio and Braille signage.

However, we would warn you about the risk of falling in R1 and R2 areas and on the stairs.

Unfortunately, the granite floor is uneven, making it difficult for people on crutches or with difficulty lifting their feet. We recommend comfortable shoes with a minimum heel if you have difficulty. Don't forget to hold on to the handrail if you can.



We recommend travelling between the south and north using the R3 footbridge.

All access points and height differences are adapted with gentle ramps.



► Toilets, showers

The ILO currently has more than 30 toilets for people with reduced mobility, as well as showers and changing rooms (R1 North). These are indicated on the plans. Our ushers and guards can guide you.

► Conference rooms

On the north side, rooms A and E are on R1, accessible by lift. Similarly, on the south side, rooms I, II, III and IV on R3 and rooms XI and Cinema are accessible by lift.

The height of the tables means you can sit in a wheelchair.

If you need hearing assistance, don't forget to notify the conference service.

The lighting in the rooms allows for appropriate reading, with a minimum of 500 lux on the tables.



► Cafeteria

The width of the aisles makes it easy to move around, even in a wheelchair, and we have trolleys available to place the tray on. You will need assistance if you are visually impaired. During the conference period, catering staff will be very busy and may not be able to assist you. However, do not hesitate to place your order and ask them to deliver the tray. Our ILO colleagues on site will also be happy to assist you.

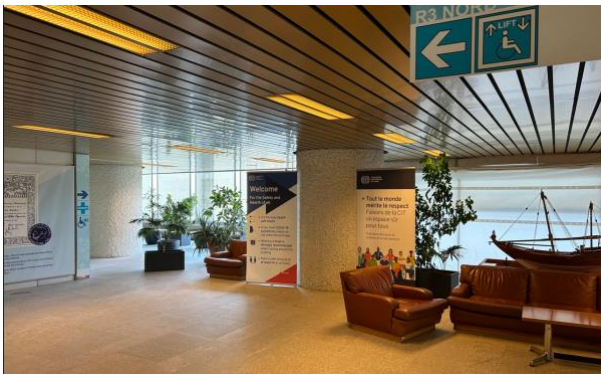
► Rest room

The ILO provides a rest room in R2 North, next to the prayer room and the photo booth. If you have any health problems, we recommend that you contact the medical service so that you can rest in complete safety within their premises.



► Medical service

The medical service is located in R3 North, behind the bank. The Unit will be able to assist you if you have specific needs, keep your medicines cool, etc. Confidentiality of information is of course a priority.



► What to do in an emergency

We invite you to register the emergency number +41 22 799 81 12 for the ILO on your mobile phone. For any medical emergencies, dial 112 from a landline.

The guards are trained to assist and evacuate people. Evac-chair type chairs are available. We recommend that you inform a colleague or conference staff member to accompany you as well. Follow the instructions given by the security service. In all cases, follow the appropriate signs and the orders of the people responsible for evacuation.



► The Conference Secretariat staff are happy and willing to assist you, so please don't hesitate to ask.

We have received information and training on assisting people with disabilities and will be happy to help you if you request it.

Our role is also to avoid any discrimination, stigmatization, or other inappropriate behaviour. Your participation in this continuous improvement is important.

Don't hesitate to let us know if you don't want us to help you, take your arm or anything else. Sometimes the good intentions of some can be constraints for others.

► How can we improve

Above all, we want this conference to be a success and inclusive for everyone.

Our buildings are currently being renovated and there are still a few constraints to be removed.

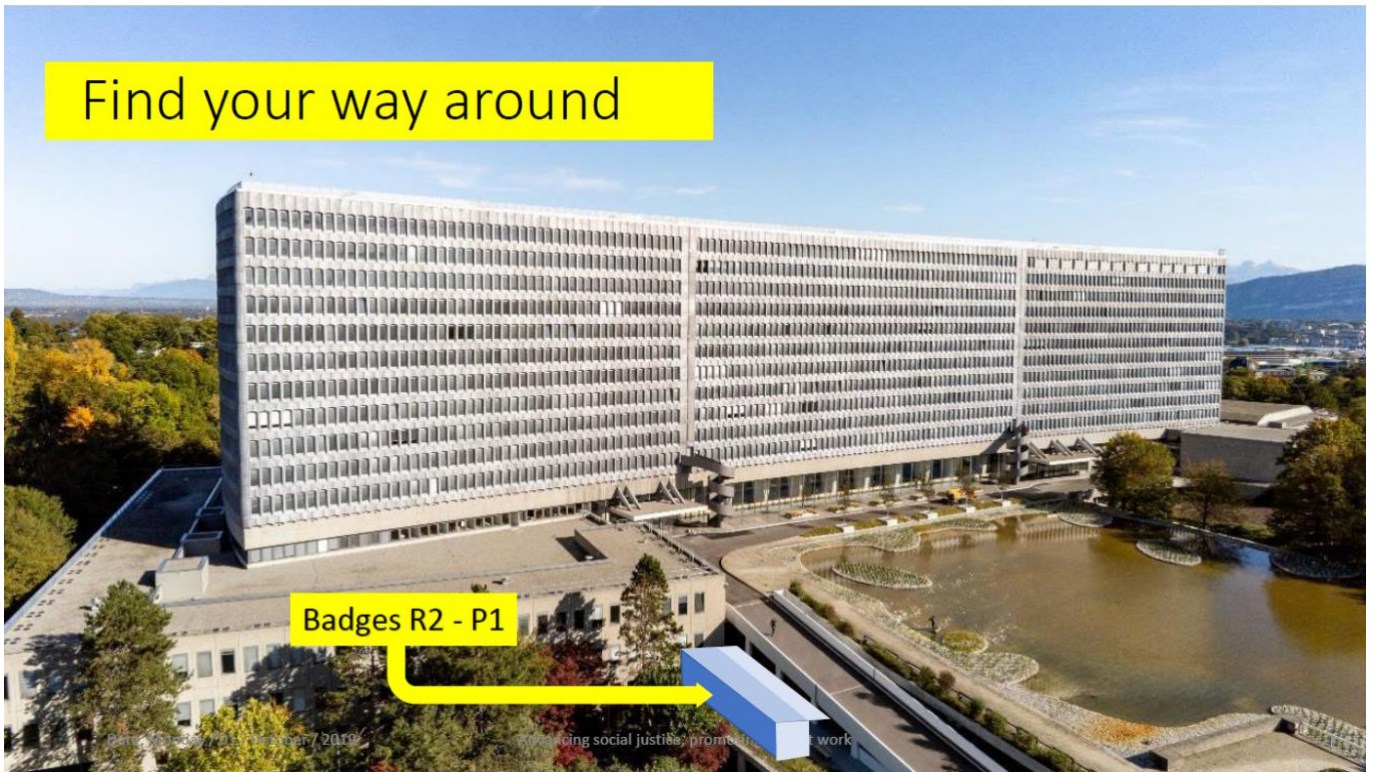
Nothing about you without you. Your expertise and experience are assets in guiding us towards continuous improvement.

Don't hesitate to share your feedback and advice.

Enjoy the conference.

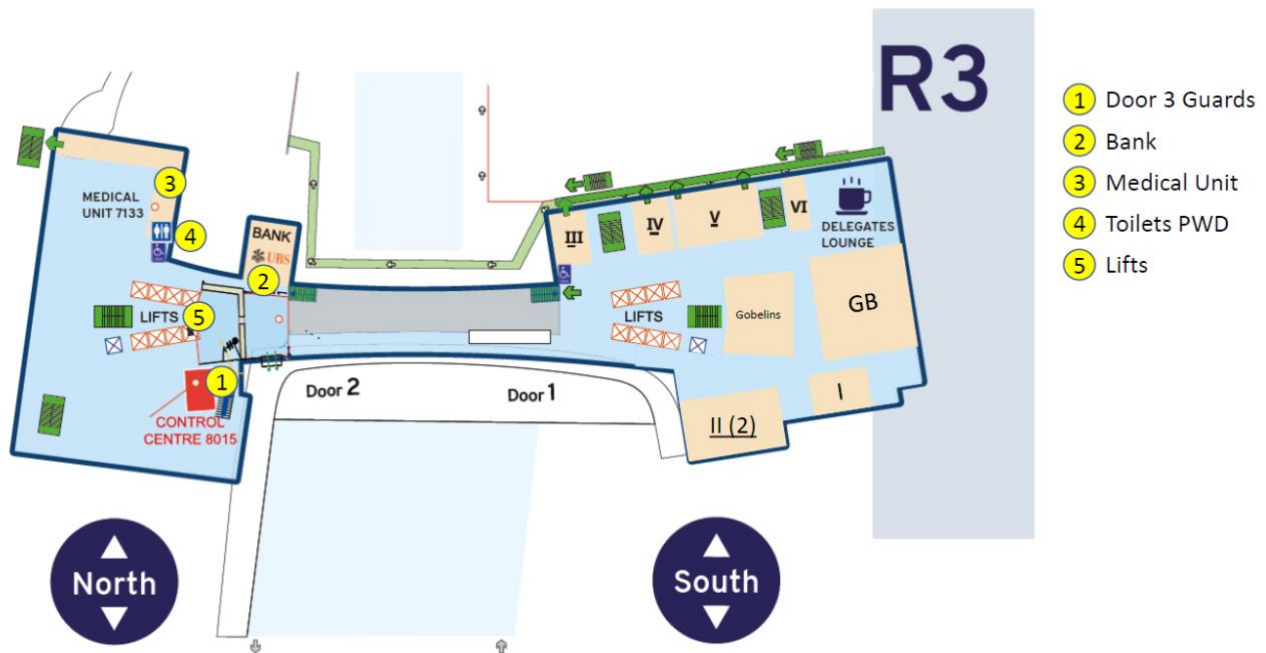


Find your way around



International
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