



UNEVOC

United Nations
Educational, Scientific and
Cultural Organization

International Centre
for Technical and Vocational
Education and Training

Managing skills in a time of disruption

UNESCO-UNEVOC TVET Learning Forum

INFORMATION NOTE



Education
2030 

General information note

1. Visa

Please contact the German embassy or consulate in your country to obtain information about the appropriate travel permits/ visa and other requirements you need prior to entering Germany/Schengen area. You can get some initial information in this regard by going to:

<https://goo.gl/1FhmRe>

2. Accommodation

We kindly request you to make your own hotel reservations well in advance of the programme. You may wish to use one of the common online hotel reservation services for that purpose. The following are some available hotels in Bonn:

- » Boarding Haus an der Heussallee <http://www.boarding-haus-heussallee.com/>
- » Boarding House BONNOX www.bonnox.de/en/
- » Hotel Kanzler Derag Living Hotels www.deraghotels.de/hotel-kanzler-bonn/en/
- » Hotel Bonn Marriott World Conference www.wccbhotel.com/en
- » Hotel Rheinland www.rheinland-hotel.de/en/
- » Hotel Maritim Bonn www.maritim.com/en/hotels/germany/hotel-bonn/
- » Guennewig Hotel Residence www.guennewig.de/en/hotel-residence
- » Guennewig Hotel Bristol www.guennewig.de/en/hotel-bristol-bonn
- » Best Western Hotel Kaiserhof www.kaiserhof.bestwestern.de/
- » Insel Hotel www.inselhotel.com/en/hotel-bonn-wellness-centrally

3. Location - UN Campus in Bonn

UNESCO-UNEVOC International Centre
UN Campus
Platz der Vereinten Nationen 1
53113 Bonn
Germany

Note: To be able to enter into the UN Campus, kindly bring your passport!



4. Arrival

a) By Plane

The closest airport is **Cologne/Bonn (CGN)**. From there, the **bus SB 60** brings you to **Bonn main railway station ("Hauptbahnhof")**. A single fare should be around € 8.20 (cash and credit card accepted). A **taxi ride** from Cologne/Bonn airport to downtown Bonn takes about 15 to 20 minutes and costs about € 35.00 to € 50.00, subject to traffic conditions.

Visitors arriving at **Frankfurt (FRA)** or **Düsseldorf (DUS)** airports can proceed by **rail** directly from the airport railway stations to Bonn main railway station ("Hauptbahnhof"). The train takes about 60 minutes (from Düsseldorf airport) or 90-100 minutes (from Frankfurt airport).

b) By Train

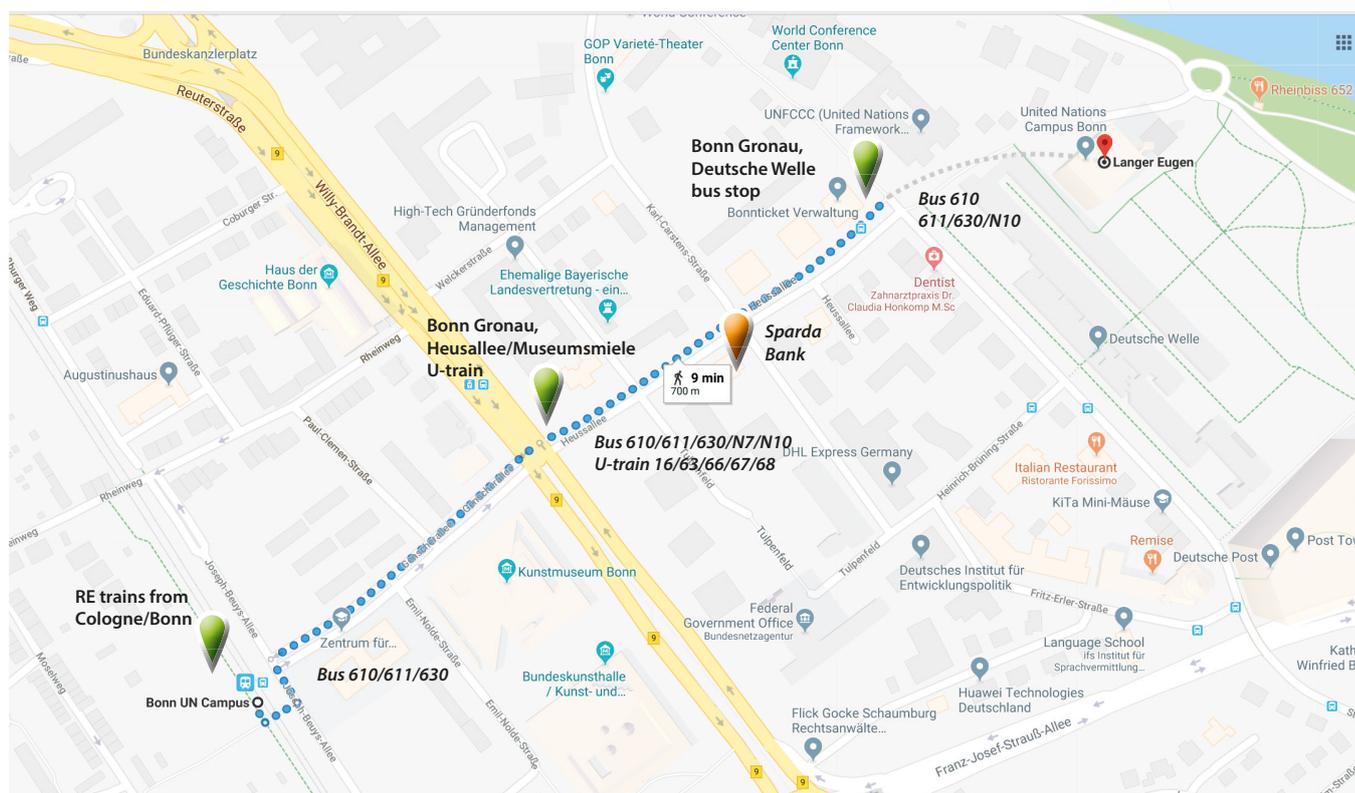
The closest railway station is **Bonn UN Campus** just after the **Bonn main railway station ("Bonn Hauptbahnhof")** coming the direction of Cologne. Depending on your train schedule to Bonn, you might need to change the train at Cologne main railway station ("Köln Hauptbahnhof") to proceed to Bonn, which is about 25 km away from Cologne. From Bonn UN Campus Station, you can walk up to the UN Campus for 10 minutes.

5. Getting to the UN Campus

The UN premises can be reached by public transport from the city centre ("Bonn Hauptbahnhof") by:

- » **Bus (610 or 611)** towards Heiderhof, stop at 'Deutsche Welle', or
- » **Subways line 16 and 63** towards Bad Godesberg, 66 towards Bad Honnef, 18 towards Ramersdorf, stop at 'Heussallee/Museumsmeile'.

Map: Directions from bus/subway stop to UN Campus



6. Taxi Service

In Bonn, taxis can be booked by calling +49 (0) 228 55 55 55 (for more information see: <http://www.taxibonn.de/>).

A taxi from the main railway station ("Hauptbahnhof") to the UNESCO-UNEVOC International Centre should cost no more than € 15. A taxi between downtown Bonn and Cologne/Bonn airport costs around € 35 to € 50, subject to traffic conditions.

7. Bank Service

A Deutsche Bank ATM is located in the basement of the UN Building.

Money can be changed during opening hours (Monday-Friday 8:30 – 17:30) at any bank branch in Bonn. The nearest bank to the UN building is the "Sparda Bank" located at Heussallee 12.

8. Currency

In Germany the currency is the Euro.

1 € equals 100 cents. There are notes of 5, 10, 20, 50, 100, 200, and 500 €. Coins are available in denominations of 1 and 2 €, as well as of 1, 2, 5, 10, 20 and 50 cents.

Note: It may cause inconvenience paying with high-value bank notes (200 and 500). To avoid it, make sure to have smaller notes available. German banks offer foreign currency exchange. Sparda Bank is along the street towards the UN Campus.

9. Time Zone

Germany is in the Central European Time Zone (CET), which is 1 hour ahead of Greenwich Mean Time (GMT+1). Like most countries in Europe, Germany observes Summer Time (Daylight-Saving), i.e. during the summer months the time is moved forward by 1 hour, resulting in GMT+2.

10. Weather

Spring weather in Bonn is known to be very unpredictable. It can change from sunny to rainy at an instant. Temperature can range from average low of 8 °C to an average high of 20 °C. Allergens such as pollens may be present but will be relatively low. Be sure to bring those layers of clothing, an umbrella and your anti-allergy meds if needed.

As the weather forecast changes frequently, be sure to check the latest forecast again before you come to Bonn.

<https://www.accuweather.com/en/de/bonn/53111/may-weather/170369>

11. Emergency medical services

In case of health problems, you can contact a medical emergency service at tel. 23 00 23. This service is available around the clock and doctors on duty speak English.

St. Petrus Hospital

Bonner Talweg 4-6, 53113, Bonn

Tel.: +49(0)228 50 6 0

Fax: +49(0)2 28 506-2150

e-Mail: info@gk-bonn.de

12. Emergencies

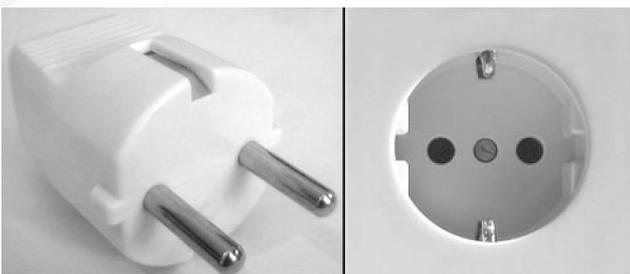
The phone number for emergency services are as follows:

- » Police: 110
- » Fire service: 112

These numbers can be called from any phone. At public telephones, they are free of charge. Both numbers can also be used to call an ambulance.

13. DSA payments

If applicable, a DSA payment will be made on-site in cash (EUR). For this purpose, kindly bring your passport. The DSA is a lump sum provided to cover the cost of your accommodation and meals. No other additional expenses will be reimbursed. You will be informed on how to claim your DSA during the programme.



∅ Public Domain

14. Public transport in Bonn



∅ Public Domain

Bus and tram stops (Haltestelle) are marked by a sign with a green H in a green circle against a yellow background while underground trains (U-Bahn) are marked by a sign with a U against a square blue background. Tickets may be purchased from vending machines on trams, U-Bahn and at stations. On buses, tickets may also be purchased from the driver directly. **You can use the same regular single ticket for the U-Bahn and buses provided you are travelling to one direction and is valid only for a specific duration after purchase.** The price of your ticket vary on whether your are travelling from/to a different city or neighborhood and the duration of your travel. Please see below links for more information:

<https://en.swb-busundbahn.de/tickets-and-tariffs/short-term-tickets/single-ticket.html>

You can obtain single tickets (Einzelfahrschein), multiple travel tickets (Mehrfahrtenkarte), weekly tickets (Wochenkarte) and monthly tickets (Monatskarte) as well as a large variety of special offer tickets such as 24-hour ticket (24-Stunden-Karte), mini group ticket (Minigruppenkarte), and 3-day ticket (3-Tage-Karte). For further information (Timetable and Ticket service), please contact: 0180/4 13 13 13 or visit <https://en.swb-busundbahn.de/tickets-and-tariffs.html>.

Tickets must be validated by inserting them in the yellow time-stampers in all buses, trams, and underground trains. Single tickets, 24-hour tickets, mini group tickets, and 3-day tickets obtained from vending machines are already validated.

Note: Public transport in Germany operates on a system of trust, but periodic spot checks are made. The fine for travelling without a valid ticket is **EUR 60**.

15. Provided Meals

Refreshments will be provided during coffee and tea breaks.

16. Socket Adaptor

Electricity in Germany. In Germany the power sockets are of type F. The standard voltage is 230 V and the standard frequency is 50 Hz.

17. Contact Details

In case of questions related to your travel, please contact us at info.tvet@unesco.org.

Addendum to the general information note (30 April 2018)

TVET Inter-Agency Meeting (23 May 2018)

1. **CONFIRMATIONS.** The meeting is by invitation only. A list of confirmed participants to the meeting will be provided to the UN Bonn Security in advance, which serves as basis for allowing entrance to the UN premise.
2. **REGISTRATION DESK.** Registration starts from 08:00 – 09:30 A.M. A registration desk will be set up on 23 May at the lobby of the LE Building (right side upon entrance to the building main door). Please proceed to the meeting room after registration.
3. **VENUE.** The meeting will be held at Room 2712 located at the Langer Eugen (LE) building (capacity of 24 meeting participants can be accommodated in a roundtable set-up; up to 20 additional seats are provided for observers).
4. **TIME.** The meeting will start sharp at 09:00h and will end at 13:45h.
5. **TECHNICAL set-up.** Please communicate in advance any need to join the meeting via Skype or other online mode to be able to assess the set-up possible. Joining the meeting remotely is subject to confirmation by the organizer.
6. **REFRESHMENTS.** Coffee/tea are provided outside of the meeting room, free of charge.
7. **LUNCH.** Lunches can be purchased at the UN Canteen located on the 29th Floor of the LE Building.
8. **IDs.** All participants will be issued an ID which needs to be worn at all times when inside the UN premise.
9. **Wi-Fi.** A wireless network is available in the meeting venue.
10. **PRINTING.** Due to an expected volume of work related to the TVET Forum, printing and photo-copying machine of any meeting materials on site is subject to availability of the equipment. Kindly bring extra copies or send any document that needs to be printed/copied in advance. Printing of materials in big bulk can not be processed, however.
 - » STUDY VISIT/ INFORMATIVE SESSION hosted by the German Federal Institute for Vocational Education and Training (BiBB). UNESCO-UNEVOC, in collaboration with BiBB, welcomes the IAG TVET members to join an informative session to be organized at the BiBB premise (Location: Robert-Schuman-Platz 3, 53175 Bonn). The session starts at 15:30h. It follows an on-site visit of a group of UNEVOC Centres to the Crafts Chambers Koblenz (HWK Koblenz), hence the session will accommodate up to 20-30 UNEVOC Network members, in addition to the IAG Members.
 - » TRANSFER to BiBB. If required, UNEVOC will facilitate ordering a taxi for the IAG members. Alternatively, the group can take the tram (Line 66 towards Bad Honnef, stop at Robert Schuman Platz). The tram takes about 4-5 minutes to reach the destination station.

Note: It is advised for the group to leave together to be able to arrive at BiBB at the same time.

11. **CONTACTS.** Please contact: Mr. Borhene Chakroun b.chakroun@unesco.org (for enquiries about the agenda and modality of participation); TVET Forum Secretariat info.tvet@unesco.org (for any other enquiries)

World Skills Conference Coalition (23 May 2018) 15:00 – 19:30h

1. **CONFIRMATIONS.** The meeting is by invitation only. A list of confirmed participants to the meeting will be provided to the UN Bonn Security in advance, which serves as basis for allowing entrance to the UN premise.
2. **REGISTRATION.** Registration starts from 14:00 – 15:30h on 23 May at the lobby of the LE Building. Please proceed to the meeting room after registration.
3. **VENUE.** The meeting will be held at Room 2712 located at the Langer Eugen (LE) building (capacity of 24 meeting participants can be accommodated in a roundtable set-up; up to 20 additional seats are provided for observers).
4. **TIME.** The meeting will start sharp at 15:00h and will end at 19:30h.
5. **TECHNICAL set-up.** Please communicate in advance any need to join the meeting via Skype or other online mode to be able to assess the set-up possible. Joining the meeting remotely is subject to confirmation by the organizer.
6. **REFRESHMENTS.** Coffee/tea are provided outside of the meeting room, free of charge.
7. **LUNCH.** Lunches can be purchased at the UN Canteen located on the 29th Floor of the LE Building.
8. **IDs.** All participants will be issued an ID which needs to be worn at all times when inside the UN premise.
9. **Wi-Fi.** A wireless network is available in the meeting venue.
10. **PRINTING.** Due to an expected volume of work related to the TVET Forum, printing and photo-copying of meeting materials on site is subject to availability of the equipment. Kindly bring extra copies or send any document that needs to be printed/copied in advance. Printing of materials in big bulk can not be processed, however.
11. **CONTACTS.** Please contact: Ms Alex Musial alex.musial@worldskills.org (for enquiries about the meeting agenda and modality of participation); TVET Forum Secretariat info.tvet@unesco.org (for any other enquiries related to the TVET Forum)

UNEVOC Network Meeting (23 May 2018) 16:30h

1. Immediately following the session at BiBB, delegates from the UNEVOC Network will meet at 16:30h. Kindly stay on after the session and stand by for the agenda.

TVET Learning Forum (24-25 May 2018)

At the venue

1. **REGISTRATION DESK.** Registration starts at 07:30h until 10:00h on 24 May 2018. A registration desk will be set up at the main lobby of the UN building Altes Abgeordneten. Hochhaus (AAH).
2. **DISPLAY SPACE.** A space is organized in front of the conference venue for two days. It offers information and materials about TVET projects and initiatives of UNESCO, UNEVOC, UNEVOC Network members and partners from German agencies.
3. **OPENING PROGRAMME.** In view of protocol, all registered participants of the Forum are requested to be seated in the Upper AAH conference room at 08:50h, in time for the arrival of the Opening Programme guests led by Mrs. Elke Büdenbender, First Lady, Office of The Federal President of Germany. As a courtesy, nobody will be allowed to enter the conference room once the programme begins exactly at 09:00h.
4. **LANGUAGE AND INTERPRETATION.** The Forum will be conducted in English. Interpretation services are provided (German, French) in selected sessions.
5. **BROADCAST.** Plenary and panel discussion sessions will be broadcast live via the internet, in English and French. Link to broadcast: <https://unevoc.unesco.org/learningforum/>



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Sustainable
Development
Goals