

**GENERAL INFORMATION
FOR MEETING PARTICIPANTS
AND OTHER VISITORS TO THE
UN CITY COPENHAGEN**

Address: UN City
Marmorvej 51
2100 Copenhagen Ø
Denmark
Telephone: (+45) 45 33 70 00
Telefax: (+45) 45 33 70 01
Website: <http://www.euro.who.int>



HOW TO GET TO THE UN CITY COPENHAGEN

From Copenhagen international airport to UN City

By taxi:

The UN City Copenhagen is located approximately 19 kilometres from the airport. The taxi ride from the airport to UN City takes about 30–40 minutes and costs between DKK 330 and DKK 405. For large cars (more than 4 passengers) price is approx. 490 DKK. Taxis are available just outside terminals 2 and 3.

On your departure from UN City, you may ask a receptionist to call a taxi for you.

By train

You can take either a **regional train** or the **metro** to reach Nordhavn Station, which is the station closest to UN City, ticket cost is approx. 50 DKK:

Regional train:

The train station at Copenhagen international airport is located in terminal 3. The ticket office is also located in terminal 3, right above the railway. Automatic ticket machines are also available in the airport. Take the train (*destination: Helsingør (Elsinore)*) and get off at the Nørreport station. The train leaves every 20 minutes.

From Nørreport station travellers should take one of the following S-trains and get off at Nordhavn station:

- * the A-line (*direction: Farum*),
- * the B-line (*direction: Holte*),
- * the C-line (*direction: Klampenborg*), or
- * the E-line (*direction: Hillerød*).

Travel time from the airport to Nordhavn Station is approximately 40–50 minutes. It takes approximately 15 minutes to walk from the station to the UN City.

Metro:

The metro station at Copenhagen international airport is located at the end of terminal 3 and is covered by the roof of the terminal.

Metro M2 (*direction: Vanløse*) operates throughout the day and night and leaves the airport at 2–6 minute intervals. For the city centre, travellers should get off at Nørreport station.

From Nørreport station travellers should take one of the following S-trains and get off at Nordhavn station:

- * the A-line (*direction: Farum*),
- * the B-line (*direction: Holte*),
- * the C-line (*direction: Klampenborg*), or
- * the E-line (*direction: Hillerød*).

Travel time from the airport to Nordhavn Station is approximately 30–40 minutes. It takes approximately 15 minutes to walk from the station to the UN City.

From the city centre to UN City

By taxi

The distance from the centre of Copenhagen to UN City is about 5 km. You should expect to pay around DKK 140.

By train

UN City building is close to Nordhavn Station. The trains are called S-trains and are identified by a big sign outside the station and on the platform. The following regional trains run between Copenhagen main station and Nordhavn station: lines A, B, C, and E. It takes about 15 minutes to walk from Nordhavn station to UN City.

By bus

Bus no. 26 stops right in front of UN City (at irregular intervals, and only between 6 and 10 a.m.). In addition, bus numbers 3A, 18 and 40 stop at Nordhavn station. Please enquire with your hotel where to find the closest bus stop or go to this website: www.movia.dk.

LOST PROPERTY OFFICES AT COPENHAGEN AIRPORT

For lost luggage or other possessions:

On a plane, please contact the relevant airline or Copenhagen Air Service in the terminal area. The website also keeps a list of registered lost items during the last 30 days (www.cph.dk).

• On a bus: call MOVIA Service Centre: 36 13 14 15.

• On a train: call Danish Railway (DSB): 24 68 09 60.

Lost property is kept at end stations for up to 7 days and is then handed over to the police. In the Copenhagen area, please contact the police at (+45) 38 74 88 22 or by email: kbh-hittegods@politi.dk.

ARRIVING AT UN CITY

At the entry to the UN City building in Copenhagen you will be met by the security guards. Your arrival will have been announced to them beforehand by your focal point. If this is not the case, the security guards will call your focal point and entry will be facilitated by the security guard or the reception staff.

A guest badge will be issued for you on arrival. We require that you wear this visibly so that you are not approached and asked for identification during your stay.

The above rules have been implemented to protect staff and guests visiting UN City and we kindly request you to observe these at all times.

PREMISES AT UN CITY

Internet/computer facilities

An internet café is available on the ground floor of UN City for the use of visitors.

Coat stands/wardrobe

Unattended coat stands are available in the Conference area.

Suitcases may be stored safely in this area too. Please contact the reception staff on this issue. UN City staff cannot take any responsibility for your personal items.

Facilities for disabled persons

The UN City premises are accessible to disabled persons in wheelchairs, and special toilets are available on the ground floor of the building.

Conference rooms

UN City has a number of meeting rooms that range from 400-person capacity to smaller rooms for 10 people. All rooms are placed on the ground floor of the building.

All meetings are announced on screens in the conference area.

Smoking

The UN City building is a no-smoking zone. There is one designated outdoor smoking area, outside Finger 9. Smoking in areas other than this designated area may result in smoke entering the building through ventilation intakes. Smokers are therefore kindly requested to smoke only in the designated area. Please also ensure that all cigarettes are extinguished inside the ashtray, and please do not litter the area or throw any items in the vicinity, including into the canal area.

Working hours

Most staff at UN City work on flexible time. However, core hours are from 09:00 to 15:00 Monday to Friday.

Cafeteria services

Breakfast is served from 08:00 to 09:30.

From 11:30 to 13:30 the cafeteria provides a buffet-style lunch with hot and cold meals, soup, cheese, salads and fruit.

Vending machines for coffee/tea etc. are located in the cafeteria.

Cashpoint (ATM)

An ATM (owned and managed by Danske Bank) is located on the ground floor of the building, between Fingers 7 and 8.

GENERAL INFORMATION

Security in Denmark

Generally, Denmark is a very safe place and non-violent crime is currently the largest security threat in Denmark. This threat is somewhat mitigated by an effective police force, but visitors are encouraged to exercise caution in train and bus terminals due to the activities of “pick pockets”, and not to leave baggage and belongings unattended for any reason.

Natural disasters have not been a threat in Denmark; however, there is a very limited threat to the country by high winds.

The Country Security Focal Point for Denmark is Mr. Arve Skog, UNOPS (telephone: (+45) 45 33 76 55).

Currency/banks

The Danish currency is the kroner (crown) which is made up of 100 øre. Denmark does not participate in the single European currency (EURO), but major shops will accept payment in EURO.

The banks are usually open from 10:00 to 16:00 Monday to Friday, except Thursday where the banks close at 18:00. Outside opening hours, cash can be obtained from the numerous cash dispensers. Most banks have these machines outside in the street, and all major credit cards are accepted (be sure to have the PIN code). The most common credit card in Denmark is the Visa card.

An ATM (owned and managed by Danske Bank) is also available in UN City. It is located on the ground floor of the building, between Fingers 7 and 8.

Hotels

A number of different hotels in the inner city of Copenhagen that are within easy reach of the UN City may be used. For more details, please view the hotel list attached. We also refer you to the website www.visitcopenhagen.dk for more information on accommodation.