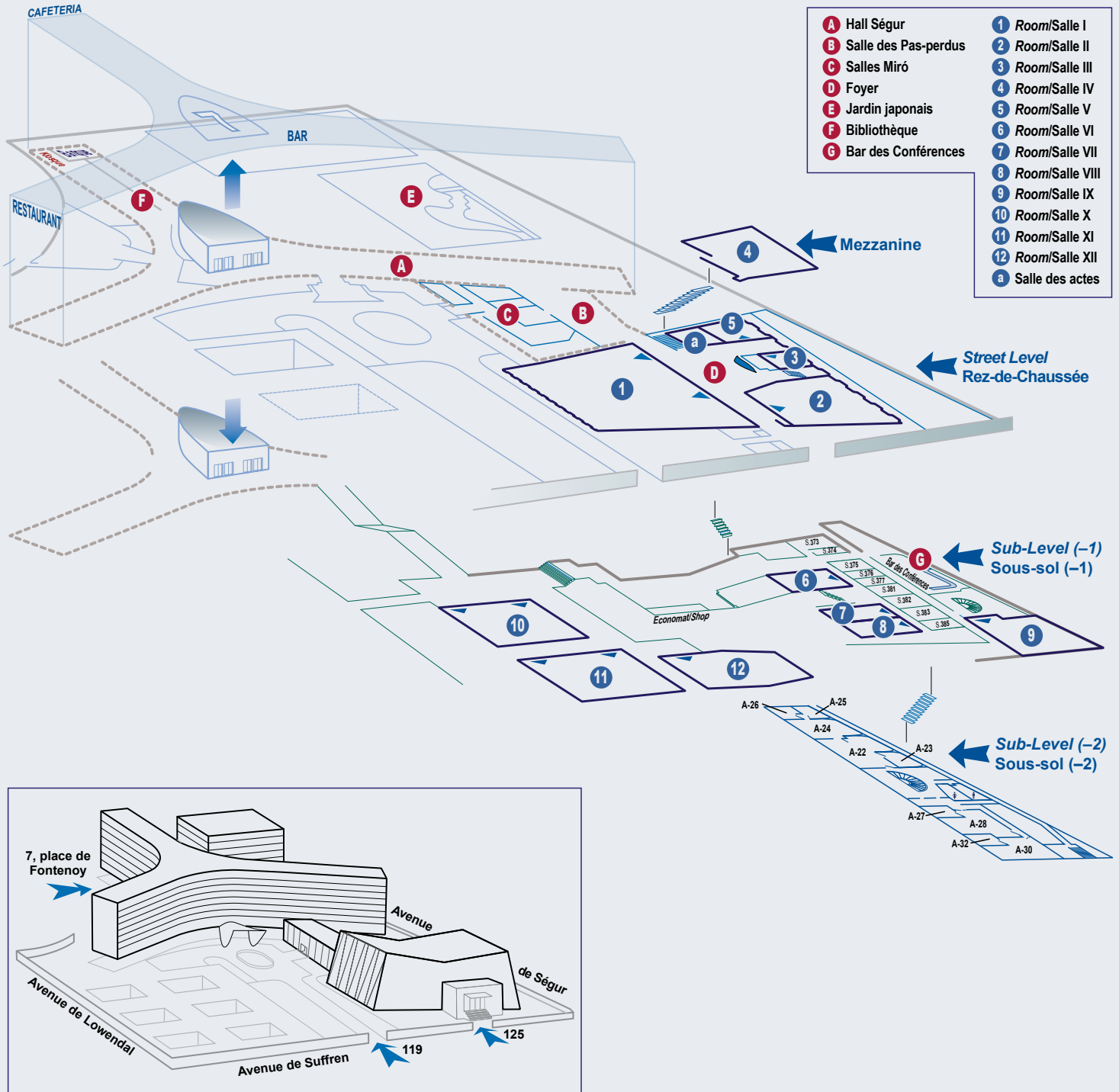


# UNESCO HEADQUARTERS



# UNESCO: A Practical Guide

## Banking services

Banking services are available on UNESCO premises at **Société générale** Branches located:

- in the **Fontenoy** building behind the UNESCO Book Shop (Tel. **01 53 69 55 60**);
- in the **Miollis** building, in the hall behind the elevators on the way to the Bar Miollis (Tel. **01 44 38 79 20**).

Opening hours: Monday to Friday, **9.30 a.m.-12.15 p.m.** and **1.15 p.m.-5.15 p.m.** but during the General Conference, exceptionally, the bank's **Fontenoy** Branch is open also at lunchtime and from **9 a.m. to 1 p.m.** on Saturdays.

Please note that the **Miollis** Branch will not provide cash services between 9 and 13 November and that both branches will be closed on Wednesday, 11 November 2015, which is a public holiday in the host country.

Cash dispensers are available 24 hours a day next to the bank branches in both the **Fontenoy** and **Miollis** buildings.

## Conference bar

This bar is located in the basement of the **Conference Building**.

Opening hours: Monday to Friday, **8.30 a.m.-9 p.m.** (week 1) – **6.30 p.m.** (weeks 2 and 3); Saturday, **8.30 a.m.-3 p.m.**

Serves coffee, tea, drinks, cakes, and sandwiches all day.

## Cafeterias

Both serve lunch and are located as follows:

- 7th floor of the **Fontenoy** Building  
Opening hours: Monday to Saturday, **11.45 a.m.-2.30 p.m.**, except Wednesday, 11 November **11.45 a.m. to 2 p.m.**
- Basement of the **Miollis** Building  
Opening hours: Monday to Saturday, **11.45 a.m.-2.30 p.m.**

**Refreshments** will also be available continuously in the **Salle des Pas Perdus**.

Opening hours: Monday to Friday, **8.30 a.m.-6.30 p.m.**, Saturday, **8.30 a.m.-3 p.m.**

## Restaurant

The **Lowendal Restaurant** on the 7th floor of the **Fontenoy** Building is open for lunch from Monday to Saturday, **11.45 a.m.-2.30 p.m.** Closed on Friday, 6 November. Reservations, Tel. **81600**.

## Internet services

Computers with Internet access are available at various points in the **Fontenoy** Building: **Miró Hall 1, Mall**, in front of **Room XI**. Full information about the General Conference can be found at <http://unesco.org/en/general-conference>.

You can also use Wifi for Internet access.

Server: **HQ-AIR-PUB**

Login: **hq-air**

Password: **uneswifi**

## Telephone

UNESCO's telephone number is:

- for a call made within France : **01 45 68 10 00**;
- for a call made from abroad: **00 33 1 45 68 10 00**.

If you receive a call, it will be redirected by the switchboard to your permanent delegation. To call an extension within UNESCO, dial the last five figures directly. To reach a number in Paris, dial **0** and then the **10-digit** number of your correspondent. You can call outside Paris and outside France directly from the office of your permanent delegation, which will be invoiced later.

## Postal service

**Letter boxes** are to be found near the **Place de Fontenoy** entrance, and in the hall of the **Miollis** Building.

The nearest **post office** is to be found at 8, rue François Bonvin, Paris 15<sup>e</sup>

Opening hours: Monday to Friday, **9 a.m. - 8 p.m.**; Saturday, **9 a.m. - 1 p.m.**

## Works of art

You can wander around and discover the various works of art displayed in the UNESCO building. Built up over the years, the most extensive art collection in the United Nations system has been in place since the construction of the Headquarters buildings, thanks to purchases and generous donations by Member States.

Many of the works are exhibited in hallways, shared workspaces or public areas, as well as outdoors. QR codes have been placed next to the major works in the collection, which are accessible on the ground floor or lower level, providing detailed information on the works and artists.

For additional information on the collection don't hesitate to consult the website:

[www.unesco.org/artcollection](http://www.unesco.org/artcollection)

## UNESCO Book and gift shop

Located in the **Fontenoy** Building, the UNESCO bookshop sells UNESCO publications, CDs, CD-ROMs and some United Nations publications. You will also find trade-marked UNESCO gifts, as well as numismatic and philatelic items. D

Opening hours: Monday to Friday, **9 a.m. - 6 p.m.** – Saturday, **9 a.m. - 1.30 p.m.** (Tel. **80370**).

## A variety of books and gifts

In the **Saxe** wing of the **Fontenoy** building, behind the UNESCO bookshop, you will find a shop selling books (novels, short stories) and souvenirs.

Opening hours: Monday to Friday, **10 a.m. - 5 p.m.** – Saturday, **10 a.m. - 1 p.m.** (Tel. **80241**)

## Cloakrooms

Cloakrooms are available near **Room I** (Tel. **85120**).

## Lost and found

If you have lost or found something, please contact the **Guard Service**, Tel. **81637** or **81649**.

## Emergencies

Inside UNESCO, call the **Central Guard Service**:

- in the **Fontenoy** Building: Tel. **81637** or **81649**
- in the **Miollis** Building, Tel. **82580**

Outside UNESCO, call "**Police secours**", Tel. **17**.

## Fire

Inside UNESCO, for all buildings, Tel. **18** on an internal UNESCO telephone line. Outside UNESCO, call the **Paris fire brigade**, Tel. **18**.

# PARIS: A Practical Guide

## Exchange rates (October 2015)

Local currency is the euro.

**US \$1 = €0.891**

## Museums

All national museums, such as the **Louvre**, are closed on Tuesdays; Paris City museums are closed on Mondays.

- National museums: <http://www.culturecommunication.gouv.fr/Politiques-ministerielles/Musees/Musees-en-image/Musees-Nationaux>
- Paris City museums: <http://parismusees.paris.fr/en/city-paris-museums>

## Theatres, concerts, cinemas and Paris by night

There are two weekly publications on cultural events: **Pariscope** and the **Officiel des spectacles**, which can both be bought at all newsstands across the city.

## Transport in Paris

### Taxis

You can find taxis by calling one of the following telephone numbers: **01 49 36 10 10** or **01 47 34 00 00**.

On arrival, the meter will already show a certain amount. That amount, which corresponds to the price of the journey made to pick you up, is charged to you. There are three rates, according to the time and distance from the city centre:

- **Rate A** (day) – in Paris, **10 a.m.-5 p.m.**, Monday to Saturday;
- **Rate B** (night) – **5 p.m.-10 a.m.**, Monday to Saturday, and for **Orly** and **Roissy Airports**;
- **Rate C** – outside Paris, at night, and on Sundays and public holidays.

## Public transport

**Metro:** One ticket is valid for one trip regardless of the distance travelled. It is cheaper to buy **10** tickets at a time, asking for a “**carnet**”.

Stations close to UNESCO: **Ségur**, **Cambronne**, **Sèvres-Lecourbe**, **École militaire**.

**Bus and tram:** Use the same tickets as for the metro; one ticket per trip. Buses which pass near UNESCO are the **28**, **80**, **82**, **87** and **92**.

## Weather

The weather in Paris is generally unsettled at the time of the General Conference. It may be quite sunny during the day, but mornings and evenings will be cool. A coat and umbrella should be carried. Daytime temperatures can vary between 5 and 15 degrees Celsius.