

OECD/GFLEC Global Policy Research Symposium to Advance Financial Literacy

Towards a more inclusive Society

**6 November 2014
OECD Conference Centre
Paris, France**



INFORMATION NOTE

The Symposium will be held back-to-back with the **2nd meeting of the Technical Committee of the International Network on Financial Education (INFE)** and its subgroup and Advisory Board meetings (for members only), and 2 special workshops, which will take place on **3-5 November**. This information note covers all events. Information specific to each meeting will be sent separately to those concerned.

Venue

The Symposium will be held at the [OECD Conference Centre](#), located at **2 rue André Pascal, 75016 Paris**.

On arrival, you must register at the Reception desk to obtain a visitor's badge. Please **bring photo identification** with you.

Please arrive well in advance of the start of your meeting to allow sufficient time for the registration formalities. Monday morning is a particularly busy time of the week at the registration desk.

If you are registered for INFE meetings or workshops earlier in the week, your badge will be valid for the whole week and you will only have to register at the reception desk once. However, you must go through the security scanner each time you enter the Conference Centre.

For security reasons, you must wear your visitor's badge at all times.

Registration

Please note that participation in the Symposium is **by invitation only**. If you have already received the invitation, you may register via the online registration form. Registration is free but all participants are responsible for their own travel-related expenses.

Documents and website

All documentation relating to the Symposium will be available on the [dedicated webpage](#).

Social events

Lunch, hosted by the OECD, will be provided for all symposium participants.

The OECD will host a cocktail after the symposium from 18h00 until 19h30 at the OECD Chateau, George Marshall room. All participants are invited to attend and requested to confirm their attendance by email to Jannah.huxley@oecd.org.

Dress code

Dress code during the Symposium will be business-casual (ties are optional).

Accommodation

Accommodation must be reserved and paid for directly by participants. **To reserve accommodation please contact your chosen hotel directly.**

Please visit the [OECD website](#) for a list of hotels close to the conference centre. This information is provided for convenience only and does not constitute an endorsement or recommendation by the OECD of the services of a particular hotel. The OECD has made no verification and makes no express or implied representation as to the quality or availability of the hotel services. We suggest that you verify the nature of the services, the applicable rates and any other relevant information directly with the hotel.

Facilities

Conference participants can connect to the Internet from virtually anywhere in the Conference Centre thanks to **Wi-Fi hotspots**. This service, in combination with "cyber café" facilities such as PCs and printers allow conference participants to interact with their home offices and respond to urgent business needs while attending OECD meetings.

Network name: **HotspotOECD** (open - no access code required).

Catering at the OECD

- A **coffee bar** in the heart of the conference centre, open all day from 08.30 to 17.00 for coffee and sandwiches.
- A **restaurant** with 132 seats, open from 08.00 to 17.00 offering breakfast, lunch, salads, sandwiches and snacks throughout the day.
- A **self-service cafeteria**, open from 11.45 until 14.15 and seating 700 per service. It provides a range of set menus and a wide choice of starters, main courses, grill-cook food and desserts.
- A **restaurant with waiter service** offering simple and refined dishes and open from 12.00 until 14.00. For reservations or questions, please send an e-mail to restaurantdesnations@elior.com.

Restaurants close to the OECD Conference Centre

1. Les Filoas (*Specialities from Mauritius*)

5 rue Guy de Maupassant
01 45 04 94 53
www.lesfilao.com

2. Le Relais du Bois (*French bistro*)

1 rue Guy de Maupassant
01 45 04 27 60
www.lerelaisdubois.com

3. La Pinède (*Lebanese*)

10 rue Mignard
01 45 03 01 19
www.lapinedeparis.com

4. Enzo (*Italian*)

129 rue de la Tour
01 45 03 50 41

5. Le Flandrin (*French*)

4 place Tattegrain
01 45 04 34 69

6. La Gare (*French*)

19 chaussée de la Muette
01 42 15 15 31
<http://restaurantlagare.com>

7. Rotonde de La Muette (*French brasserie*)

12 chaussée de la Muette
01 45 24 45 45

8. Bistro de la Muette (*French bistro*)

10 chaussée de la Muette
01 45 20 35 93

9. Dino Ristorante (*Italian*)

8 Chaussée de la Muette
01 42 88 50 05

10. Bon

(*Specialities from SE Asia*)
25 rue de la Pompe
01 40 72 70 00
www.restaurantbon.fr



11. Le Mozart

(*French bistro*)
12 avenue Mozart
01 45 27 62 45

Travelling to France

Passports and visas

Please check if you need a visa before travelling to France as visas are not available at border crossings or at Paris airports. To request a personalised invitation letter for visa purposes, please contact Jenna Huxley [Jenna.huxley@oecd.org].

The symposium organisers cannot assist in procuring passports and visas. All delegates will be personally responsible for ensuring that they are in possession of the correct documentation prior to their departure.

The organisers do not accept responsibility for any consequences whatsoever from a delegate failing to ensure that he or she has complied with the necessary health, passport and visa requirements.

Airports and transfers

There are 2 airports in the Paris area. North of Paris is **Paris Charles de Gaulle** (Paris CDG) airport, the largest airport and most often used for international flights. South of Paris is **Paris-Orly** airport. For more information concerning the airports, including [public transport access](#), please consult the [Aéroports de Paris website](#).

Airport transfers from Paris CDG:

- [Les Cars Air France \(bus\)](#): participants staying close to the conference centre should take line 2 to Porte Maillot or Charles de Gaulle Etoile Metro stations.

Fare: Single: €17 / Return: €29

- [Taxi](#): you will find taxis at the exit to the baggage reclaim area of your arrival terminal.

Fare (guideline only): From or to the Paris centre: €50. Allow for an increase of about 15% between 17:00 and 10:00 in the morning and on Sundays and Public holidays.

- [Public transport](#): information can be found on the [Aéroports de Paris Website](#)

Airport transfers from Paris-Orly:

- [Les Cars Air France \(bus\)](#): line 1 to Charles de Gaulle Etoile Metro station.

Fare: Single: €12 / Return: €20

- [Taxi](#): you will find taxis at the exit to the baggage reclaim area of your arrival terminal.

Fare (guideline only): From or to the Paris centre: €50. Allow for an increase of about 15% between 17:00 and 10:00 in the morning and on Sundays and Public holidays.

- [Public transport](#): information can be found on the [Aéroports de Paris Website](#).

Travelling by train

If you are traveling to Paris from within continental Europe or from the U.K., traveling to Paris by train can be a great alternative to flying. From the station you can take the metro or a taxi to your hotel.

Useful Information

CLIMATE: The weather in November tends to be wet – an average of 15 days of rainfall - and temperatures low - between about 6 and 10°C.

CURRENCY: Euros (€). Visa, Master Card, Diners and American Express are widely accepted.

ELECTRICAL SUPPLY: The voltage in France is 220 to 240 Volts.

HEALTH: No vaccinations are required to travel to France. It is suggested that you hold personal medical insurance for the duration of your trip. EU passport holders have access to the French social security system, which reimburses up to 70% of medical costs.

LANGUAGE: French

OPENING HOURS: Businesses open at 9-10 am and close around 8 pm on weekdays. Most shops are closed on Sundays and many on Mondays (except in the main tourist areas).

SECURITY: Like all major cities in the world, Paris is not free of petty crime, such as pick pocketing, especially in major tourist areas. Visitors are advised to exercise caution and ensure that all valuables including tickets, passports and documents, are kept in a safe place at all times.

TAX: Standard Value Added Tax (VAT) is 19.6%.

TIME ZONE: GMT +1 hour

TIPPING: 5-10% of the bill is usual (although not compulsory as all prices shown include tax and service).

WATER: Tap water in Paris is safe to drink.

Further Enquiries

For further logistical information or enquiries about the Symposium, please contact:

- Ms. Jennah Huxley, OECD, email: jennah.huxley@oecd.org (logistics)
- Ms. Kristen Burnell, GFLEC, email: kburnell@gwu.edu, tel.: +1 202 994 7148

INDEMNITY: Whilst every care is being taken in all arrangements, please note that the organisers will not be liable for any accident, loss or damage during the Symposium period. Delegates must make their own personal insurance arrangements.