

Security badges

Please collect your security badge inside the main entrance on the ground floor. The badge provides access to the BIS for the duration of your meeting, and we ask that you wear it at all times. You will need either your passport or national photo identity card as proof of identity. Please allow about 15 minutes to clear the security process. At the end of the event, the badge should be returned to Reception after you have exited the security gate.



Location of meetings

Most meetings take place at the BIS Tower (Centralbahnplatz 2), but some meetings take place in the Botta building (Aeschenplatz 1), at the corner of Aeschengraben and St Jakobs-Strasse. Meeting rooms A–E are located on the first floor of the Tower (accessible by the main lifts and by the spiral staircase) and meeting rooms N–T are located on the ground floor. There is a meeting assistance desk on each floor.

Dress code

Except if otherwise indicated, the dress code for meetings is standard business attire.

Power sockets in meeting rooms

Power sockets are located in the table in front of each seat in meeting rooms B–E. Please let us know if you would like an adapter or extension cable.

No photography or recording

Please do not take photographs in the meeting rooms or record the proceedings of the meeting without the permission of the chairman of the meeting. If you wish to take a photograph or make a recording elsewhere, please contact the meeting assistance desk.

Shareholder central bank offices

The offices of BIS shareholder central banks are situated on the 12th–16th floors of the Tower. Each office is equipped with an ADSL line. There are two coloured buttons on each desk. The red button means “do not disturb” and the yellow button means that you have a request or would like assistance.

Services



Wi-Fi/WLAN

Free Wi-Fi is available through the VisitorNet network, and the password is valid for one week. Cards with the current password are available at the meeting assistance desk and at reception on the ground floor.



Adapters and chargers for mobile devices

We have spare adapters and chargers for iPads, iPods, BlackBerrys and other mobile devices.



Business centres

Computers with free internet access and printers are located on the first floor of the Tower next to Room E and on the ground floor between rooms P and Q.



Printing documents

Printers are available at the business centres located on the first and ground floors of the Tower (see above) and in most of the shareholder central bank offices. The Bank also offers an ePrint service for printing e-mails and attachments directly from mobile devices; printers are located on the ground floor, first floor and on some of the floors where BIS shareholder central bank offices are located. Please note that this service uses an external HP print server, so information security cannot be guaranteed. Instructions for using the service are available at the meeting assistance desk.



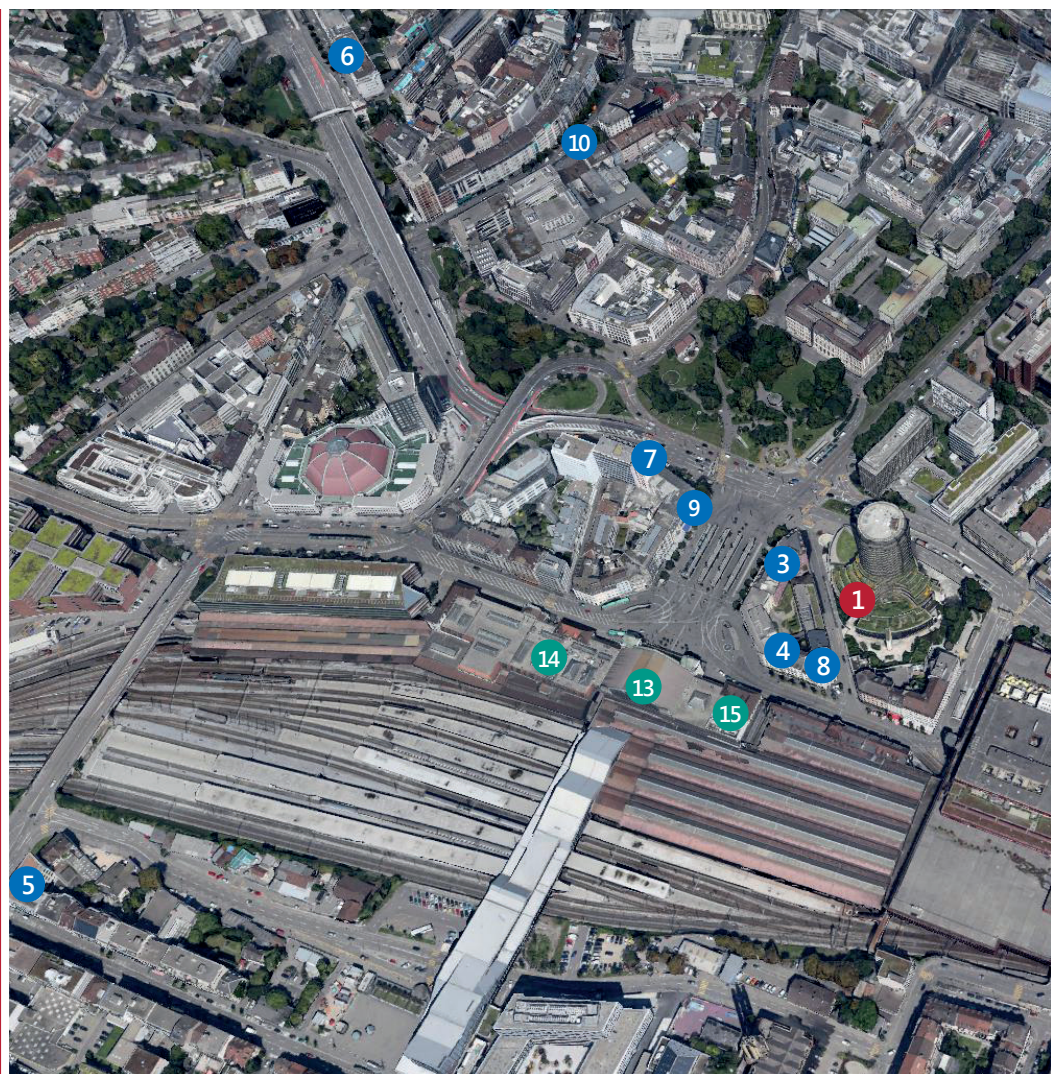
Luggage storage and coat racks

Cloakrooms for coats and luggage are located behind the meeting assistance desk on the first floor of the Tower and at the entrance to meeting rooms N-T on the ground floor.

Emergencies

For emergency support, dial **18** on any internal phone. Please remain calm and follow the instructions of BIS staff.

Lost property: Please enquire at one of the meeting assistance desks.



BIS

- 1 Tower building
- 2 Botta building

Hotels

- | | |
|----------------|------------------|
| 3 Schweizerhof | 6 Steinenschanze |
| 4 Victoria | 7 Metropol |
| 5 IBIS | 8 Gaia |



- 9** Euler
- 10** Radisson
- 11** Novotel
- 12** Ibis Budget

Transport

- 13** Basel Swiss train station
- 14** Bus 50 to EuroAirport
- 15** Taxi