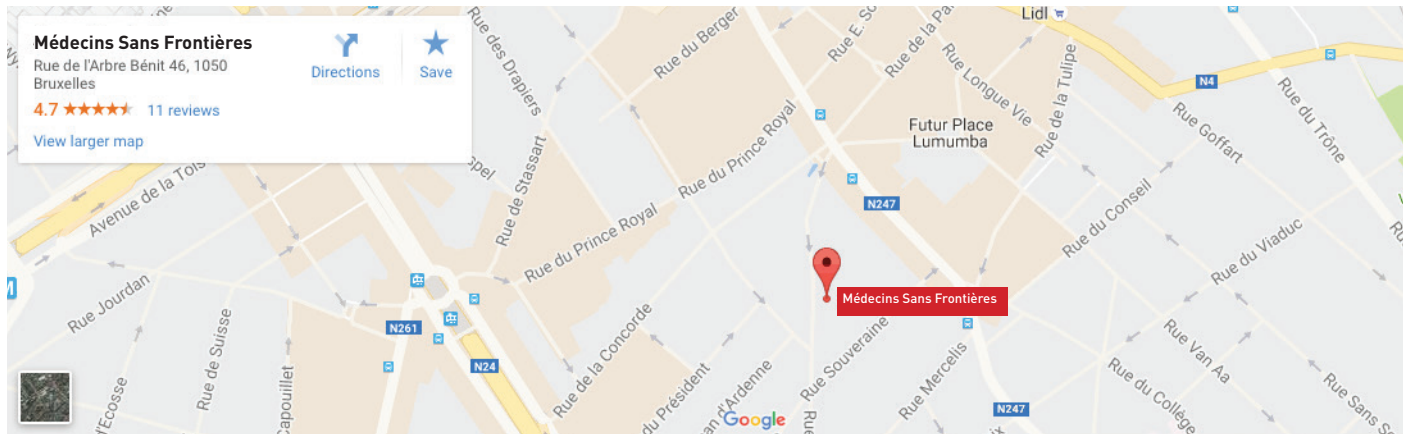


MSF OCB OFFICE



The MSF OCB headquarters are situated in the neighbourhood of Ixelles, a central and convenient area in Brussels. There is a big variety of services as bars or shops and it is well connected to the main transport links.



Directions



Central Train Station to the MSF Office

Take the bus 71 (direction Delta), stop at Quartier Saint-Boniface. Walk till rue de l'Arbre Bénit, 46.



South Train Station to the MSF Office

Take METRO 2 or 6 (to Elizabeth), stop at "PORTE DE NAMUR". Take the bus 71 (direction Delta), stop at Quartier Saint-Boniface. Walk till rue de l'Arbre Bénit, 46.



North Train Station to the MSF Office

Take TRAIN to Central Station (GARE CENTRALE). Take the bus 71 (direction Delta), stop at Quartier Saint-Boniface. Walk till rue de l'Arbre Bénit, 46.



South Train Station to the MSF Office

Take a train which stops at Bruxelles Central. Take the bus 71 (direction Delta), stop at Quartier Saint-Boniface. Walk till rue de l'Arbre Bénit, 46.

Taxi policy

Transport from office/home/hotel to the airport/Midi Train Station should be done through public transport.

Check the train schedule to Zaventem airport/Midi Train Station on www.b-rail.be.

Taxi will be refunded if :

- Check-in before 07h00 AM or after 23h00 PM
- More than 20 kgs luggage or cumbersome luggage
- Upon approval of the line manager for HQ

For expats/MIO/national staff

On departure, please request a voucher from the Field Administration Unit (FAU). On return, please claim an expense refund (from FAU /contracting section for expats / Finco mission).

HQ STAFF

On departure from the HQ office to a mission destination, please request a voucher from the FAU. For all other taxi refunding, please refer to the expense policy.

Office Facilities



Tired? Enjoy the Relaxation Room in a quiet area on the Ground Floor.



Dirty? Showers are available on the Lower Ground Floor (-1) and even towels if you need them. There's also a washer and dryer at your disposal.



E-mails? There's a cybercafé in the training center. Free WiFi is available all over the building.



Hungry? The canteen serves breakfast and lunch. You can find the menu near the entrance of the canteen. disposal.



Access card? Please use the MSF elevator (the last one, on the right), no need to have a badge (unless you go to -1).



Help? Need any help? Do not hesitate to contact our Guest Services (Valérie) at extension number 681.



Parking? We have some places available for visitors in the parking area downstairs. When you arrive by car, ring the MSF bell at the entrance of the parking. You will have to ask a ticket at the Reception Desk to leave the parking space.

Opening hours

Canteen
08.00-15.00

Reception Desk
8.00-18.30

Transmissions Desk (for parcels)
09.00-17.00