

CAMPUS BIOTECH **INNOVATION PARK**



SMART GUIDE CBIP

This guide presents the Campus Biotech Innovation Park,
as well as its various services and contacts

Location: Campus Biotech Innovation Park, Avenue de Sécheron 15, 1202 Genève

Reception at EPFL Innovation Park in Lausanne: opens from 8.00 to 12.00 and from 13.00 to 17.00,
week days

Tel: +41 21 353 80 00

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ORGANIZATION

OVERVIEW

Inaugurated in September 2016, Campus Biotech Innovation Park (CBIP) is a world-class life science innovation center, which combines the best competences in research and entrepreneurship in the fields of Pharma, Medtech and Biotech in the Lake Geneva region.

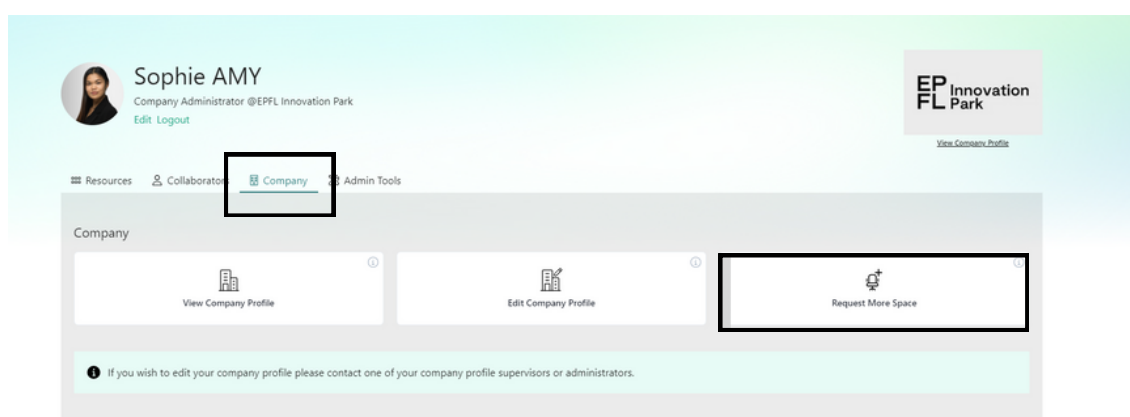
CBIP supports life science entrepreneurs in transforming ideas, research and discoveries into sustainable, successful companies. Cutting-edge facilities are offered with flexible office space and access to fully equipped laboratories and life sciences platforms.

FACILITIES

FACILITIES LINKED TO YOUR OWN LEASE AGREEMENT

Premises

Your lease agreement specifies the premises your company is renting as well as specific and general conditions. You can also request additional premises via your portal (<https://www.epfl-innovationpark.ch/portal>). A "space needs" button for expansion requests is to be found on the tenant portal for users with the profiles "Company Supervisor" and "Company Administrator".



Aside from the office space, you may rent some additional facilities such as parking spaces and storage rooms (limited).

Parking spaces

The price for a parking space is CHF 160.- ex.VAT. Please contact Julian Bruno for any parking or additional space requests.

Usurpation of your parking space: please contact SIR agents at +41 58 944 03 33 and let them know the brand, colour and plate number of the vehicle which occupies your place in order for them to come and fine it.

Storage rooms

You can rent some additional space on the 6th floor of our building, please note that it is subject to availability. The maximum weight to be stored is 200kg.

If interested, contact Julian Bruno.

Your contact:



Julian Bruno

Real estate & digital project manager

bruno@epfl-innovationpark.ch

021 353 80 22

Domiciliation service

A domiciliation service can be set up for companies wishing only to have an address at the Campus Biotech Innovation Park.

We only need a description of your current or planned collaboration with one of the Swiss Academic Institutions.

For more information, contact Julian Bruno.

Projects related to Infrastructures

Should you wish to modify the set-up of your premises or should you have any requests regarding the infrastructures, please contact Gaviota Motta.

Your contact:



Gaviota Motta

Facility Manager

motta@epfl-innovationpark.ch

021 353 80 11

OTHER FACILITIES AND PROCESSES

Access to building with Salto and glutz badge

Access to the parking lots, as well as to the main entrance of the building, is done with your Salto card (or JustIN Mobile application).

To obtain access, please fill [this form](#) and send it to our maintenance team at maintenance-geneva@epfl-innovationpark.ch with a picture.

Regarding the premises, you may have either a Salto or a glutz badge. It depends on your premises but most of them are equipped with an electronic lock (glutz badge). Before your move-in inspection, thank you to indicate the number of badges needed for your company. Please note that for each badge, a deposit of CHF 50.00 is required.

Additional badges can be obtained from the maintenance by email.

Signage

In order to have your company logo on your door and on the screens (entrance of the building and entrance of the Campus Biotech), you may contact maintenance-geneva@epfl-innovationpark.ch. Please send a good quality picture in ".jpeg" format before your arrival on the site.

Waste management

Containers available outside the building (in the parking lot):

- Cartons - empty and properly folded
- PET bottles - emptied and crushed
- Paper
- Glass



You will find on each floor, a sorting area for your small waste. Other type of waste for which there is no container available must be evacuated from the site by tenants themselves.

We remind you that it is strictly forbidden to store private or personal equipment in the corridors and in the common premises.

For more information, you can contact maintenance-geneva@epfl-innovationpark.ch

Printer

A printer is located on the 3rd floor and has a network photocopier/color printer, that lets you print from your office in secure mode. For the configuration, please follow the procedure in the following link: <https://www.epfl-innovationpark.ch/working-here/printers>.

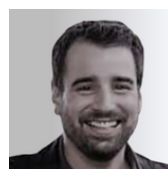
Billing according to use: CHF 0.10 per page printed in black, CHF 0.30 per page printed in color.

You will receive an email from the reception with your login details upon arrival. If you have any questions, don't hesitate to contact us at reception@epfl-innovationpark.ch

Your contacts:



Julien Bidlingmeyer
Maintenance Manager
021 353 80 10

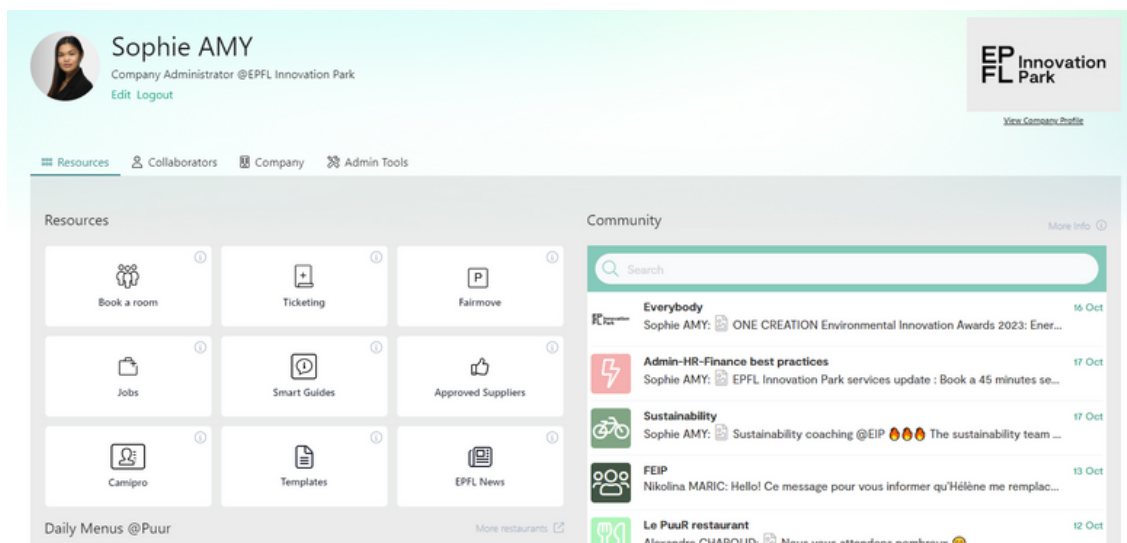


Micael Ferreira
Technical Agent
021 353 80 10

PORTAL – ONLINE SERVICES

WEB PORTAL

The portal allows you to access the online services offered by EPFL Innovation Park. Your access rights will depend of your profile type. Here below is a print screen that shows the portal homepage on a profile as Company Administrator with icons representing the available functions.



4 types of profile are available:

- 1 Company Supervisor:** provides access to all functions and lets you change any Employee profile type to Company Administrator. It is the only type created on our side.
- 2 Company Administrator:** provides access to create an employee profile type and to use managing functions such as modifying the online company profile, booking a conference room and posting a job.
- 3 Facilities:** provides access to book a conference room, to make a ticket for an intervention of our maintenance team and to use online services such as viewing the job vacancies within the company.
- 4 Employee:** allows to use online services such as viewing the job vacancies within the company.

In case of connection problem or error message, please write to support@epfl-innovationpark.ch

BOOK A ROOM

Here are the conference rooms available. All are equipped with free Wi-Fi, a flipchart and a whiteboard:

Rooms	Floor	sqm	Capacity (people)	Equipments
Newton	Ground floor	41	12	LCD screen
Vesta	2nd	40	20	LCD screen
Orion	2nd	37	20	Beamer
Galilée	4th	17	4	None

How to book

You can book via Book-a-room which is available within your portal environment if you have a profile as Company Supervisor, Company Administrator or Facilities (see portal profile types on page 7).

Orion and *Vesta* can be combined in one big room. The handle for the removal of the wall is located in *Orion* room.

Book-a-room is also available on our mobile application EPFL Inno Park.

Free Wifi: please select the EIP network for Orion and Vesta. A window will open and you will have to fill in a form. Your login details will be sent to you by SMS. For Newton and Galilée, please select CAMPUS-VISITORS (password : welcomecampus)

For a specific setup during your events, you can contact Samsic, a service provider company, at m.pinto@samsic.ch



If you need more information (or pictures of the rooms), contact Nikolina Maric.

Other conference rooms available

- **Fondation Campus Biotech:**

Pease contact Laura Plassmann, 058 201 02 10 or events@fcbg.ch.

- **EPFL Innovation Park**

We have two conference rooms (*Luna* and *Jupiter*) to be rented. They can be combined to form a bigger one.

For more information and pictures, contact reception@epfl-innovationpark.ch

Your contact for reservations at CBIP and EPFL Innovation Park:



Nikolina Maric

Front Office Supervisor

reception@epfl-innovationpark.ch • 021 353 80 00

TICKETING FOR TECHNICAL SUPPORT

A ticketing service is available in the portal for Company Supervisors, Company Administrators or Facilities to advise about the technical issues occurring in the private premises or in the common spaces.

In case of urgent matters: contact cbcs@horizonnorth.ch

JOB BOARD

The companies of the Park can post job offers on the website of EPFL Innovation Park. Only collaborators with a profile as Company Supervisor or Company Administrator can manage them.

Here is the link to the online job board: <https://www.epfl-innovationpark.ch/portal/company-jobs>

APPROVED SUPPLIERS

You can recommend a supplier to the community of Campus Biotech Innovation Park and EPFL Innovation Park by asking us to add its details onto our online list of Approved Suppliers.

Here are the steps to recommend a supplier: <https://epfl-innovationpark.ch/working-here/approved-suppliers/>.

Approved suppliers are also available on our mobile application EPFL Inno Park.

Your contact for online services:



Sophie Amy

Services Coordinator

amy@epfl-innovationpark.ch • 021 353 80 29

COMMUNICATION & NETWORKING

COMPANY LIST

All the companies based at EPFL Innovation Park in Lausanne and Campus Biotech Innovation Park in Geneva are listed on our following webpage <https://www.epfl-innovationpark.ch/companies>.

This page allows to filter companies by type or branch of industry but also to do a search by keywords. That is why we strongly encourage you to keep your company profile updated as soon as your company sets up in the Park. To do so, you need to have a portal profile as Company Supervisor or Company Administrator.

Please note that the information in your company profile gets public as soon as displayed in your profile.

Your contact :



Sophie Amy

Services Coordinator

amy@epfl-innovationpark.ch • 021 353 80 29

PRIVATE MOBILE APPLICATION EPFL INNO PARK



Download the app and stay tuned about the latest info. You can use it also to advertise, exchange on the forum, announce events or to create groups. Access is reserved to employees of companies based at EPFL Innovation Park in Lausanne or at Campus Biotech Innovation Park in Geneva.

Click on the following link for further information:

<https://epfl-innovationpark.ch/working-here/inno-park-app>



<https://epfl-innovationpark.app>

LINKEDIN ACCOUNT

Keep yourself posted about current news and activities about our hosted startups, our in-house events as well as those taking place at EPFL Innovation Park.

Here is the link of our LinkedIn account: <https://ch.linkedin.com/company/parc-scientifique-epfl>

BUSINESS SUPPORT

TRAINING

- **Innosuisse Business Ideas & Business Concept, Western Switzerland:**

Lan Zuo Gillet, Quentin Thiebault, Iohannès Bry, Kyriakos Kokkoris • www.science2market.ch



Lan Zuo Gillet

Deputy Managing Director
Head of start-up training, incubation and acceleration
zuo@epfl-innovationpark.ch • 021 353 80 31



Quentin Thiebault

Communication & Event Manager
erofeevaepfl-innovationpark.ch • 021 353 80 34



Iohannès Bry

Incubation & Program Manager
bry@epfl-innovationpark.ch • 021 353 80 32



Kyriakos Kokkoris

Program Manager
kokkoris@epfl-innovationpark.ch • 021 353 80 32

- **Startup Board Academy & Sales Management Academy:**

Björn Ignell • <https://startupboardacademy.org/startup/>



Björn Ignell

Marketing & Course Manager
ignell@epfl-innovationpark.ch • 021 353 80 33

- **Acceleration programs:**

Lan Zuo Gillet & Quentin Thiebault • <https://epfl-innovationpark.ch/acceleration>

- **Corporate-Startup partnership:**

Lan Zuo Gillet • <https://epfl-innovationpark.ch/collaboration-workshops/>

- **Tech4Eva & Tech4Growth: programs supporting related entrepreneurs and innovators:**

Lan Zuo Gillet & Simone Theiss • <https://www.tech4eva.ch/> • <https://tech4growth.ch/fr/>



Simone Theiss

Program Manager
theiss@epfl-innovationpark.ch • 078 776 10 60

Coaching: see how and in which areas our coaches can assist you as well as their profiles on our webpage <https://epfl-innovationpark.ch/get-involved/start-right-away/coaching/>

PRACTICAL SERVICES

IT SERVICES

We suggest a partner *World-Connect*, located at the Campus Biotech Innovation Park. You can contact them by phone (+41 22 545 36 50) or by email (info@world-connect.ch).

Feel free to contact another provider.

NURSING ROOM

A *nursing room* corner is located in our server room on the 5th floor on the *Lake side*. Access is personal; please make your request to maintenance-geneva@epfl-innovationpark.ch.

INFIRMARY

An infirmary is located next to the reception of the Campus Biotech (Chemin des Mines 9, 1201 Geneva). For minor injuries, they have a first aid kit.

FOOD DISPENSERS

A fully-equipped cafeteria with a lounge area is located on the 1st floor, Lake side. There is also a small kitchen on each floor, Jura side.

Another cafeteria with distributors and a terrace is located on the 8th floor. The following machines are there:

Snacks' Distributor "Santa Fe" :

Wide selection of chilled drinks and snacks (chocolates, snacks, bottled drinks of 5 dl, etc.).

This machine is equipped with a coin and note mechanism and the payment option with a badge is also possible. You can recharge the badges from this distributor.



Hot drink Distributor "Mirante" :

Choice of 24 hot drinks (coffee, espresso, ristretto, cappuccino, latte macchiato, tea, Vanilla Choco).

This machine is equipped with a coin mechanism and possibility of payment with a badge.

The terrace can be booked for various events. Please fill in [this form](#) as well as this [Excel file](#) and send them to the Campus Biotech Security Center - cbcs@horizonnorth.ch - for approval.



CAMPUS BIOTECH (CHEMIN DES MINES 9, 1201 GENEVA) – PLACE TO EAT

There is also a restaurant and a café on the ground floor of the Campus Biotech:

- Restaurant: open from 11.30 to 14.00
- Time-out-café: open from 7.30 to 17.30

You can also find various restaurants in the neighbourhood.

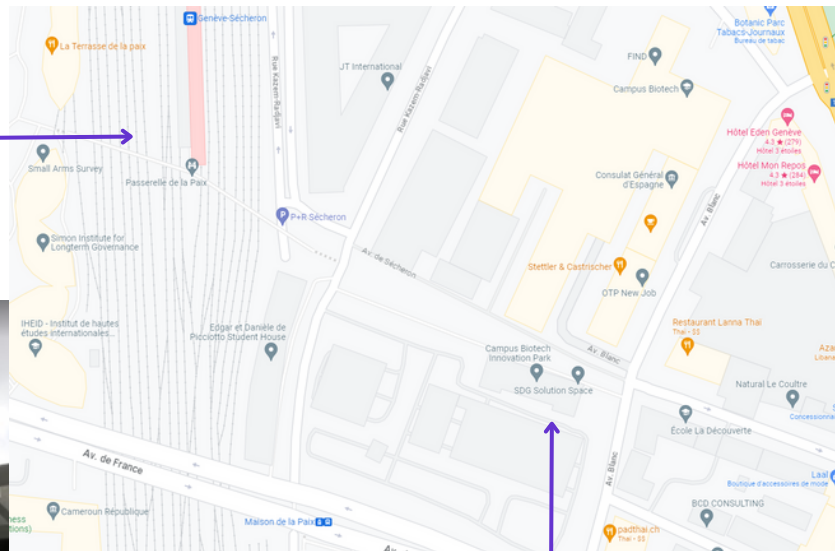
LOST AND FOUND

Please ask the Campus Biotech reception: reception@campusbiotech.ch / +41 58 944 03 00.

VISITORS PARKING

An underground paying car park, *P+R Sécheron* is located near the CBIP. There are also several blue and white zone parking spaces around the campus.

Genève-Sécheron
station



CAMPUS BIOTECH
Innovation Park

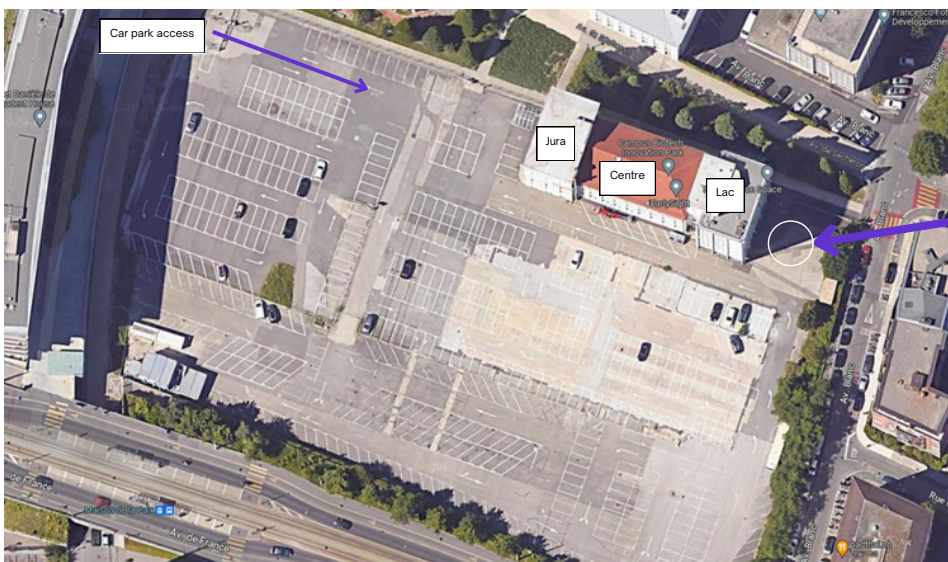
Tram n° 15 - stop France

RER Coppet - stop Genève-Sécheron

PROCEDURE IN CASE OF DELIVERY

An employee of the post office will inform you of a delivery via the intercom at the main entrance of the building. If you are not present at the time of delivery, there is a closet next to the letterboxes where the parcel can be left.

For big deliveries (i.e. a truck needing to park in the car park), please inform our maintenance team of the day and time of delivery. They will notify the security staff.



LOCATION FOR
DELIVERY

PROCEDURE IN CASE OF THEFT OR PROPERTY DAMAGE

Within common areas: please inform SIR as soon as possible at +41 58 944 03 33 or by email to cbcs@horizonnorth.ch.

Within private areas: private equipment is under the responsibility of its owner. By private material we mean personal belongings and its contents stored temporarily or not.

Any theft or property damage should be reported to the police. You can file a complaint in any police station of the canton of Geneva, the nearest ones are:

- police station of Pâquis, Rue Rothschild 27, 1202 Genève / 022 418 54 00
- police station of Geneva, Place de Cornavin 7, 1201 Genève / 022 427 81 11

PROCEDURE IN CASE OF FIRE, FLOOD OR EXPLOSION



- Call the fire brigade immediately on 118 and activate the building's fire alarm system so that your call can be located

Or

- Dial 058 944 03 33 (our security centre)

- If possible, assist any person in immediate danger to safety, but do not put yourself at risk
- Close all doors
- Turn off gas, electricity, laboratory equipment and remove any flammables from hazardous area
- Use a nearby fire extinguisher to control and extinguish the fire.



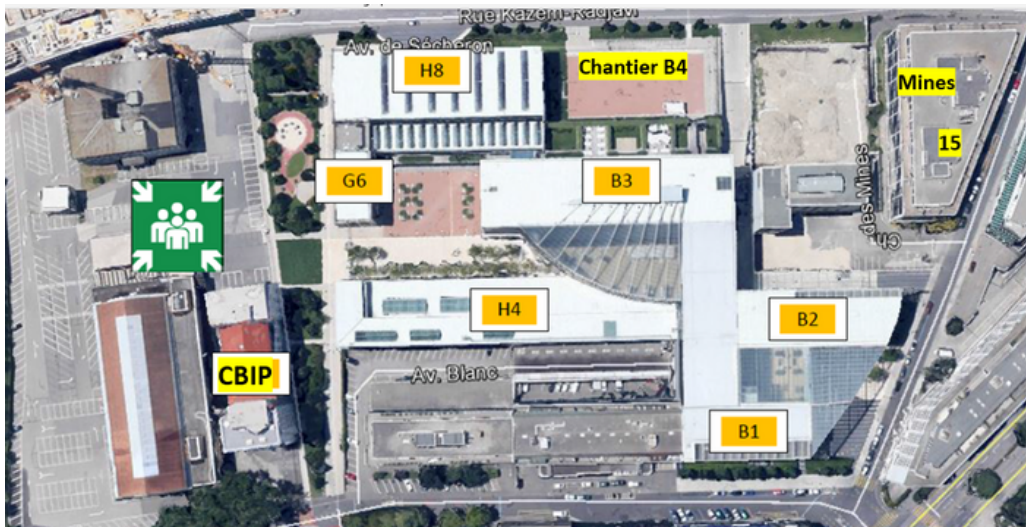
Fire extinguishers are located in the cabinets in the hallways near the lifts (red signs in picture on the left).

In the event of an emergency necessitating evacuation of the premises, a siren will sound intermittently, please take the following steps:

- Calmly leave the building and take your glutz badge with you
- Use staircases only and follow the emergency exit signs. The use of the lifts is strictly forbidden. Emergency exits or escape roads are marked by illuminated signs or pictograms. You will find an evacuation plan in the hallways of each floor (an example is shown hereafter).
- Go to a designated assembly point (see second plan hereafter with green symbols) where headcounts can be taken. Evacuation will be supervised by members of the fire brigade.
- Once first aid team is on site: report anyone suspected of remaining in the building and any particular danger (products, installations, etc.)



Hereafter an evacuation plan with an indication of the assembly point.



Evacuation drill once a year

Ground floor, Jura side

CONSIGNE D'URGENCE / EMERGENCY PROCEDURE

INCENDIE / FIRE

058 944 03 33 / 118

Donnez l'alarme
Set off the alarm

Sauvez les personnes
Help others

Fermez portes et fenêtres
Close doors and windows

N'utilisez pas l'ascenseur
Do not use the lift

Combattez le feu
Start fighting the fire

**Bâtiment F3.00
Building F3.00**

Vous êtes ici / You are here

Bouton d'alarme / Fire alarm

Voie d'évacuation / Emergency route

Extincteur / Fire extinguisher

EVACUATION

1 A l'audition du signal d'évacuation
When the alarm rings

2 Fermez portes et fenêtres
Close doors and windows

3 Suivez le balisage
Follow the signs

4 N'utilisez pas l'ascenseur
Do not use the lift

5 Se rendre au point de rassemblement
Go to meeting point

Esplanade Sécheron F3
Esplanade F3

ACCIDENT

058 944 03 33 / 144

Ground floor, Lake side

CONSIGNE D'URGENCE / EMERGENCY PROCEDURE

INCENDIE / FIRE

058 944 03 33 / 118

Donnez l'alarme
Set off the alarm

Sauvez les personnes
Help others

Fermez portes et fenêtres
Close doors and windows

N'utilisez pas l'ascenseur
Do not use the lift

Combattez le feu
Start fighting the fire

**Bâtiment F3.00
Building F3.00**

Vous êtes ici / You are here

Bouton d'alarme / Fire alarm

Voie d'évacuation / Emergency route

Extincteur / Fire extinguisher

EVACUATION

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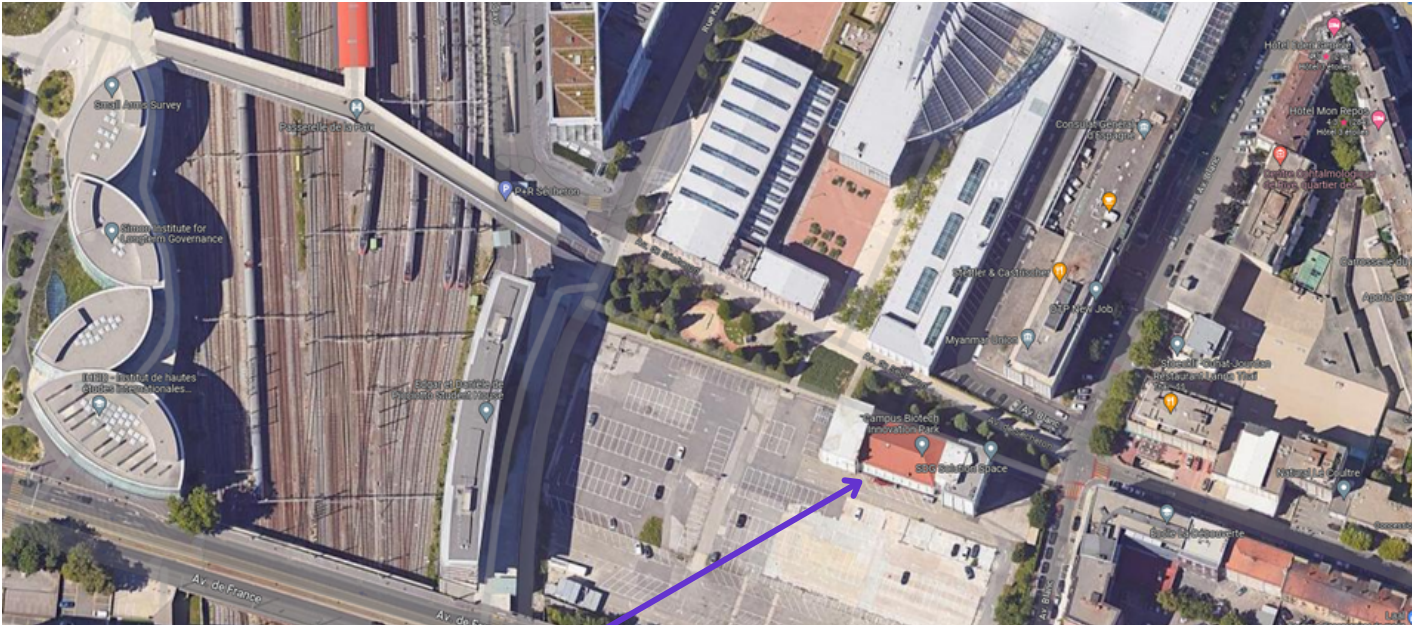
5 Se rendre au point de rassemblement
Go to meeting point

Esplanade Sécheron F3
Esplanade F3

ACCIDENT

058 944 03 33 / 144

CAMPUS MAP



CAMPUS BIOTECH Innovation Park

Address:

Avenue de Sécheron 15, 1202 Genève

How to access:

- From the cornavin station:
Tram 15: direction Nations, stop France
- Bus 1, 11, 25 : stop Jardin Botanique
- RER: direction Coppet, stop Genève-Sécheron

Visitors parking:

An underground paying car park, P+R Sécheron is located near the CBIP.

There are also several blue and white zone parking spaces around the campus.

