



FEDERAL TRAINING CENTRE SCHWARZENBURG



Schweizerische Eidgenossenschaft
Confédération suisse
Confederazione Svizzera
Confederaziun svizra

Federal Office for Civil Protection FOCP

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STATE-OF-THE ART INFRASTRUCTURE IN AN IDYLIC SETTING



The Federal Training Centre in Schwarzenburg (FCTS) is the ideal venue to hold your conferences, seminars or any other events. Central yet secluded, the FCTS has the requisite conference infrastructure. The Federal Office for Civil Protection (FOCP) is responsible for the running of the centre. The FOCP holds training courses here for members of the Civil Protection management support team, leaders and specialists from the Protection & Support service, as well as Civil Protection training staff.

However, the training centre is also available to companies and private event organisers.

The centre has 24 seminar rooms, two lecture theatres, an auditorium and tailor-made infrastructure for Swiss secure radio network training (POLYCOM). There are a total of 50 single and 125 double rooms in the seven guest houses. A games room

and lounge area is also available to residents, as well as a wide range of sporting and leisure activities. The restaurant serves high-quality food and can cater for any special dietary requirements. This brochure gives you an overview of the services and infrastructure which the FCTS has to offer. We will also be happy to answer any queries you may have. Look forward to seeing you!

A handwritten signature in black ink, appearing to read 'Urs Hösli'.

Urs Hösli

Head of Training Division
Federal Office for Civil Protection
FOCP

30 MINUTES FROM BERN

Countryside setting

The Federal Training Centre is located just outside the village of Schwarzenburg, which lies between Bern, Fribourg and Thun. At an altitude of 792 metres, the FCTS is set in 97,000 m² of secluded grounds, 11,000 m² of which are forest. When designing the grounds, great care was taken to provide a natural habitat for all types of flora and fauna.

The FCTS boasts a state-of-the-art training infrastructure, comprising two separate seminar buildings, the central building which houses the restaurant, bar area and auditorium, as well as seven guest houses encircling the centre's biotope.

The entire centre is wheelchair accessible.

By car from Zurich and Basle

A1 motorway to Bern, then take the A12 towards Fribourg. Take the Flamatt exit and continue on through the villages of Überstorf, Albligen, Lanzenhäusern. From here, the Schwarzenburg approach road is well signposted.

By car from Interlaken

A6 motorway towards Bern. Take the Thun-Nord exit and continue on through the villages of Seftigen, Mühlethurnen, Riggisberg. From here, the Schwarzenburg approach road is well signposted.

By car from Geneva and Lausanne:

A1 motorway towards Bern. Just before Bern, turn on to the A12 towards Fribourg. Take the Flamatt exit and continue on through the villages of Überstorf, Albligen, Lanzenhäusern. From here, the Schwarzenburg approach road is well signposted.

By train

There is a train from Bern to Schwarzenburg every half-hour. It is a fifteen-minute walk from Schwarzenburg **train station** to the FCTS. Simply follow the signs.



ONE AUDITORIUM AND TWO LECTURE THEATRES



The Federal Training Centre in Schwarzenburg has three well-equipped lecture theatres. The largest is the 370 m² auditorium which seats up to 180.

Auditorium and lecture theatres

Standard seating	Seminar
Pin boards	Mobile
Flip chart	1
Daylight projectors	2
Beamer	1
Notebook for speakers	On request
PC	1
VHS video player; CD/DVD player	1
Digital video presenter XGA 20 x Zoom	1
TV tuner	1
Lectern	1
Audit trail	1
Handheld / lapel / headset microphones	3 / 1 / 1
Microphones	1

Auditorium

180 places / 370 m²

Lecture theatre B

96 places / 230 m²

Lecture theatre C

56 places / 160 m²

Auditorium

Interpreters' booth	2
Microphones for simultaneous interpreting	1
Headsets for simultaneous interpreting	50



24 SEMINAR ROOMS



The FCTS also has 24 seminar rooms which each seat up to 12. These modern, well-equipped rooms are ideally suited to seminars, group work and training courses.

Standard seating	12 in U formation	Seminar room
Wall charts	2	A+B
Flip chart	1	12 places / 80 m ²
Pin board (mobile)	1	
Pin boards (suspended)	Yes	Seminar room
Daylight projector	1	C+D
Beamer	1	12 places / 65 m ²
LAN (universal)	Yes	
VHS player	1	
CD/DVD player	1	
Compact radio, tape recorder, CD player	1	
Digital Video Presenter XGA 20 x Zoom	Mobile	
Loudspeakers	2	
SMART Symposium	Mobile	
6 digital video cameras	On request	
3 digital cameras	On request	



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CATERING



The FCTS catering service offers menus to suit all tastes and dietary requirements. If you have any special requirements, please contact the catering manager, who will be only too happy to help.

Morning

Breakfast buffet

Midday

Choice of 2 main courses (which includes a vegetarian option) and a self-service salad buffet; every effort is taken to use seasonal produce.

Evening

1 – 2 main courses

Breaks

Coffee tea, mineral water, croissants, selection of pastries, sandwiches, fruit

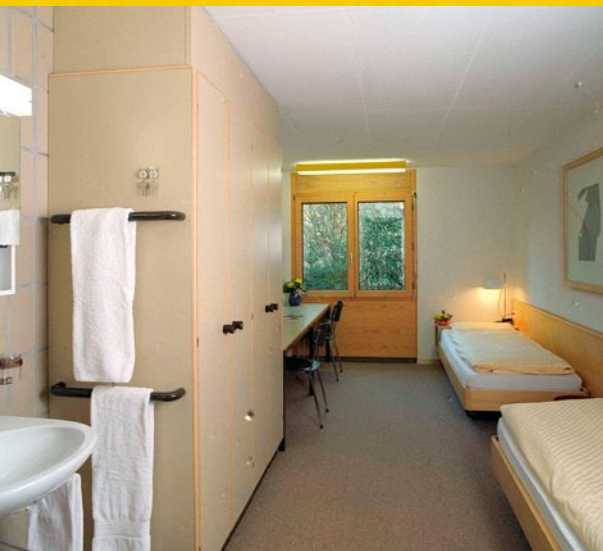
Bar

Bar opens daily at 5 pm. Ideal for a relaxing drink after a busy day. Also serves a selection of bar snacks.

Eurest

Eurest, part of the Compass Group (Switzerland) AG, is in charge of catering. Compass Group is among the world's leading industrial caterers and is ISO 9002 certified.

ACCOMMODATION



The Federal Training Centre has seven adjoining guest houses with 175 well-equipped rooms.

50 of these are single rooms with shower/WC, TV and radio-alarm clock. The remaining 125 are double rooms, featuring a radio-alarm clock and a rental TV. Each floor has its own shower rooms and toilets.

GREAT RANGE OF SPORTS AND LEISURE ACTIVITIES



Sport

The Federal Office for Civil Protection (FOCP) places great store by physical activity and is committed to implementing the “Government recommendations on a national sport policy for Switzerland”. In 2007, the FCTS opened a multi-use pitch suitable for a range of ball sports, as well as a small lawn area. There is also a beach volleyball court behind the lit hard court.

The sports’ centre is spread over a 1,500 m² area. The picturesque surroundings are perfect for a walking or bike trail. Bikes and hiking poles are also available from the centre. The FCTS has a small gym, as well as a jogging track nearby.

Leisure

After a hard day’s work, guests can unwind indoors in the FCTS restaurant, bar or in the TV and games room. The centre also has internet access. The centre also offers a host of outdoor sporting activities in and around its picturesque grounds.



TOP QUALITY SERVICES ...

Opening hours

Monday: 7.45 am – 5.45 pm

Tuesday – Thursday: 7.15 am – 5.45 pm

Friday: 7.15 am – 4 pm

Saturday and Sunday closed (may be opened on request).

Certification

Quality is the watchword of the FCTS.

It has been certified several times by the SQS: ISO 9001, OHSAS 18001 and ISO 14001. Efficient environmental management, health protection and occupational safety are particularly important for the Federal Office for Civil Protection (FOCP).

POLYCOM training and competence centre

The FCTS is home to the POLYCOM training and competence centre. POLYCOM is Switzerland's national secure radio network. The centre offers courses on the configuration, running and monitoring of radio networks. It also provides training in the use of terminals.

Through these courses, the Federal Office for Civil Protection covers the needs of the Confederation (e.g. frontier guard corps, federal police) and the cantons, namely the authorities and organisations in charge of rescue and safety (BORS).



... AT COMPE- TITIVE RATES

Auditorium and lecture theatres, incl. technical installations

Prices in CHF (incl. VAT)	m ²	Day	½ day
Auditorium (seats 180)	370	530.00	370.00
Lecture theatre B (seats 96)	230	375.00	260.00
Lecture theatre C (seats 56)	160	260.00	180.00

Seminar rooms (seats 12 – U formation)

A+B	80	100.00	60.00
C+D	65	100.00	60.00

Accommodation

(breakfast not included)

	With shared shower / WC	With wet room
Single room per night		
1 – 2 nights	45.00	65.00
3 + nights	40.00	60.00

Double room per night

1 – 2 nights	60.00
3 + nights	50.00

Additional services (e.g. technicians) are billed at CHF 90 per person and per hour. Special materials and any further costs (telephone, fax, and photocopies) are also charged.

Prices may be subject to change.

You can pay with maestro (ec-direct), postcard or in cash. We do not accept credit cards.

FTCS

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