

# Study Abroad Crisis Management at MSSU

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The Institute of International Studies supports academic experiences for MSSU students and faculty members outside the borders of the United States. However, it is important for participants to consider the risks involved with studying and traveling abroad. While we hope that an event requiring emergency support from the MSSU campus never occurs, it is important to be proactive and to have an Emergency Response Plan in place.

This Emergency Response Plan is designed for the MSSU faculty member who is leading students abroad on short-term trips. Obviously, each individual situation will demand a unique response based on the faculty member's judgment after weighing all of the factors and taking appropriate action within the guidelines provided.

Students spending a semester abroad should contact Stephanie Goad, MSSU's exchange program coordinator, or the exchange program coordinator at the local university for assistance with specific problems.

## **MSSU Study Abroad Crisis Management/Response Team**

Chad Stebbins (Director, Institute of International Studies)

Office: 417-625-9736, Cell: 417-438-2181

Stephanie Goad (International Student Advisor/Exchange Program Coordinator)

Office: 417-625-9372, Cell: 417-499-2328

Cindy Jordan (Secretary, Institute of International Studies)

Office: 417-659-4442, Home: 417-781-8244

Kelly Wilson (Director, Advising, Counseling, Testing Services)

Office: 417-625-9363, Cell: 417-438-2194

Rod Surber (Director, University Relations & Marketing)

Office: 417-206-0683, Home: 417-673-3791, Cell: 417-437-5609

Ken Kennedy (Chief of Campus Police)

Office: 417-625-9741, Cell: 417-499-8200

Bob Harrington (Director, Physical Plant)

Office: 417-625- 625-3191, Home: 417-782-2086, Cell: 417-499-8733

Ron Mitchell (Dean of Students)

Office: 417-625-9531

## **Additional Support**

MSSU Department of Public Safety

24-hour number: 417-626-2222, Cell: 417-437-6430

## I. Political Emergency or Natural Disaster

### **Typical Problem:**

- Coups d'etat, violence toward Americans, severe rioting and civil unrest, earthquake, typhoons, floods.

**Response:**

- A. Contact all students to make sure that they are accounted for and are safe.
- B. Caution students about speculative communication and advise them to wait until clear information is available before contacting home.
- C. Establish contact with the U.S. Embassy and keep a copy of the Embassy phone numbers handy. Make sure that Embassy officials know how to reach you day and night.
- D. Contact the U.S. Department of State's Citizen Emergency Center at (202) 647-5225 for suggestions and assistance.
- E. In the case of a political emergency, make sure that there are no signs posted that identify your program as having an affiliation with the United States. Discourage students from congregating in groups of Americans or foreigners and from spending time in restaurants and bars that are known to be frequented primarily by foreigners.
- F. Make sure that students know how to reach you 24 hours a day in case of an emergency.
- G. Notify the MSSU Crisis Management Team, who will consult with the U.S. State Department and other universities with students in the same geographic area to develop an evacuation plan, if deemed necessary. They will continue to be in contact with these offices as the situation develops.
- H. The team will coordinate with the appropriate MSSU offices about any possible media contact.

## II. Victim of a Crime

**Typical Problem:**

- A student is the victim of a robbery, an assault, or a fight.

**Response:**

- A. Ensure that the physical and emotional needs of the student are being attended to.
- B. Report the crime to the local police as well as to MSSU's Department of Public Safety.
- C. Keep a log of all facts obtained.
- D. Notify the MSSU Crisis Management Team.
- E. The designated MSSU official will initiate communication with the student's specified emergency contact person in the U.S.
- F. The designated MSSU official will contact the affected student and gather as much information as possible in order to understand the student's interpretation of the events.
- G. The designated MSSU official will stay in contact with all parties involved.  
If it is decided that it is best for the student to return home (especially if health care is necessary and considered better in the United States), MSSU will assist with plans for the return.
- H. The team will coordinate with the appropriate MSSU offices about any possible media contact.

If necessary, the U.S. Embassy abroad will be contacted for a list of lawyers in the area. **Please note that the laws of the host country take prevalence over U.S. law.** In certain cases, the MSSU Department of Public Safety may coordinate with the campus police/security at the overseas school.

## III. Victims of Sexual Assault

**Typical Problem:**

- A student is a victim of rape, attempted rape, or other violent sexual assault.

**Response:**

- A. Contact Assist America Scholastic Emergency Service (required insurance that all MSSU students carry) at 1-877-488-9833.
- B. Clarify with the student the degree to which he/she wishes to involve local authorities.
- C. Discern any obvious physical and emotional disturbance.
- D. If there is obvious physical injury, make sure the student is taken to a hospital/clinic that you trust for urgent care.
- E. Inform the student of the laws and procedures for dealing with sexual assault in the host country, as these may vary from those in the U.S. For example, in the U.S. it is important to preserve the evidence of a sexual assault as this may be used as evidence in a court of law.
- F. Keep a log of all facts obtained.
- G. Contact a member of the MSSU Crisis Management Team. With permission of the victim, the designated MSSU official will initiate communication with the student's specified emergency contact person in the U.S.
- H. It is critical for the student to visit with a mental health professional regardless of any physical harm. If service cannot be provided by the Assist America Scholastic Emergency Service (required insurance that all MSSU students carry) at 1-877-488-9833, contact the MSSU Advising, Counseling, Testing Services and the Department of Public Safety, which will **help assess if the student needs to return home.**
- I. The team will coordinate with the appropriate MSSU offices about any possible media contact.

## IV. Accused of a Crime

**Typical Problem:**

- A student is arrested for theft, assault, or drug possession.

**Response:**

- A. Quickly assess the situation by obtaining as many details as possible (i.e., determine who, what, when, where, why, and how). Begin writing a log of the crisis situation.
- B. Note that the laws of the host country are always in place.
- C. Contact the U.S. Embassy Consular Officer for the names of lawyers who can give the student the legal help he/she requires and provide this information to the student.
- D. Contact a member of the MSSU Crisis Management Team, preferably the Dean of Students. The designated MSSU official will initiate communication with the student's specified emergency contact person in the U.S.
- E. The team will coordinate with the appropriate MSSU offices about any possible media contact.

## V. Missing Student

**Typical Problem:**

- A student is reported missing by a roommate, other program participants, or faculty member.

**Response:**

- A. If student has not been located within 12 hours of first report of disappearance, file a report with authorities.
- B. Working with authorities in the host country and to the extent possible, coordinate search efforts.
- C. As necessary, contact a member of the MSSU Crisis Management Team. The designated MSSU official will initiate communication with the student's specified emergency contact person in the U.S.
- D. Once student has been located, contact the Crisis Management Team and the student's emergency contacts.
- E. The team will coordinate with the appropriate MSSU offices about any possible media contact.

## VI. Illness or Injury

**Typical Problem:**

- Auto accidents, recreational injury, serious illness, drug overdose, loss of consciousness.

**Response:**

- A. Assist the student in finding appropriate medical care. Contact Assist America's Scholastic Emergency Services at 1-877-488-9833 (required insurance that all MSSU students carry) for a list of medical personnel available in the particular area.
- B. Assess the extent or severity of the illness/accident, usually with the physician treating the student.
- C. Keep a log that will include notes regarding the circumstances leading up to the illness/accident, the outcome of any discussions with the attending physician, and the course of medical treatment as it progresses.
- D. Depending on the severity of the illness/accident, contact a member of the MSSU Crisis Management Team. That person will determine if the Crisis Management Team should be called together.
- E. The designated MSSU official will initiate communication with the student's specified emergency contact person in the U.S.
- F. In some cases, the student may need to be evacuated in order to receive appropriate medical treatment. Assist America will be contacted and further instructions will be given.
- G. The team will coordinate with the appropriate MSSU offices about any possible media contact.

## VI. Psychiatric Emergencies

**Typical Problem:**

- A student is exhibiting severe disruptive behavior that appears to have a psychiatric basis.
- A student is believed to be severely emotionally disturbed and is creating disturbances or is a danger to self or others.
- A student has made a suicide attempt or threat or has spoken with someone about the plan to do so.
- A student is severely disruptive due to alcohol or drug use.

**Response:**

- A. Talk to the student and gather information. Keep a written log.
- B. Contact a member of the MSSU Crisis Management Team — preferably the Director of the Advising, Counseling, Testing Services — and brief her on the details of the situation to discuss how to assist the student.
- C. Arrange to have the student seen by a counseling professional immediately. Contact the Assist America's Scholastic Emergency Services (required insurance that all MSSU students carry) at 1-877-488-9833 for information on local assistance. Have the student escorted to the designated location of the appointment, preferably with one or two supportive people.
- D. If necessary, arrange and carry out hospitalization.
- E. If the student will not voluntarily seek help and appears to be dangerous to self and/or others, contact local authorities for procedures for involuntarily commitment or contact ISIC for local procedures.
- F. In some circumstances, arrangements may be made by the MSSU Crisis Management Team to have the student sent back to the United States for hospitalization.
- G. If hospitalization is not necessary, encourage the student to seek help. Follow up with regular visits with the student.
- H. With the student's consent, arrange to notify his/her specified emergency contact person and other involved parties on a need-to-know basis.

## VII. Death

**Typical Problem:**

- Fatal accident or illness, suicide, or homicide.

**Response:**

- A. Verify the identity of the student. Gather as much information as possible about the circumstances surrounding the student's death as possible. Begin writing a log.
- B. Notify the U.S. Embassy or Consulate and the MSSU Crisis Management Team.
- C. MSSU's Student Services will initiate appropriate procedures in accordance with our campus student death protocol, notifying appropriate MSSU offices.
- D. The designated MSSU official will initiate communication with the student's specified emergency contact person in the U.S.
- E. A telephone call of condolence will be made by the designated MSSU official.
- F. Repatriation efforts will begin.
- G. The team will coordinate with the appropriate MSSU offices about any possible media contact.

## VIII. Guidelines for Media Inquiries

**If an MSSU student is involved in an incident, all official MSSU responses, statements, or comments on any issue or situation are either made by or coordinated through the MSSU Office of University Relations & Marketing.**

As necessary, University Relations & Marketing — in coordination with the Crisis Management Team — will develop formal, written communications, likely in the form of a situation fact sheet that can be handed to staff at all levels, faxed in response to media inquiries, and even posted on a web site. A fact sheet might include:

- The confirmed facts of the situation
- Official MSSU statements
- Contact information and phone numbers for on-campus personnel
- A timeline for action

Such fact sheets are considered works in progress, and should be updated appropriately as a situation develops.

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This document was adapted and created with the help of resources from the University of Missouri-Columbia and the University of Missouri-Kansas City.

# Appendix A:

## U.S. Embassies Abroad ([www.state.gov](http://www.state.gov))

### **Australia – Canberra**

American Embassy  
Moonah Place  
Yarralumla ACT 2600  
Tel: (02)-6214-5600  
American Citizen Services  
Fax: (02) 6214-5970  
Email: [info@usembassy-australia.state.gov](mailto:info@usembassy-australia.state.gov)

### **Australia – Melbourne**

(Consular services for Victoria, South Australia, Tasmania and the Northern Territory)  
United States Consulate General  
553 St. Kilda Road  
Melbourne VIC  
Tel: (03) 9526-5900  
Fax: (03) 9525 0769  
Emergency After Hours: (03) 9389 3601  
From overseas: 61 3 9389 3601  
Email: [MelbourneACS@state.gov](mailto:MelbourneACS@state.gov)

### **Australia – Perth**

(Consular services for Western Australia)  
United States Consulate General  
16 St George's Terrace  
13th Floor  
Perth WA 6000  
Tel: (08) 9202-1224  
Fax: (08) 9231-9444  
After Hours Emergencies: (08)9476-0081  
Email: [PerthConsular@state.gov](mailto:PerthConsular@state.gov)

### **Australia – Sydney**

(Consular services for Eastern Australia)  
Consulate General of the United States  
MLC Centre  
Level 59  
19-29 Martin Place  
Sydney NSW 2000 Australia  
Tel: +61-2- 9373-9200  
After hours emergencies: +61-2-4422-2201  
For visa and passport matters: [amvisa@state.gov](mailto:amvisa@state.gov)  
For all other inquiries: [info@usembassy-australia.state.gov](mailto:info@usembassy-australia.state.gov)  
Web: [usembassy-australia.state.gov/sydney](http://usembassy-australia.state.gov/sydney)

**Austria – Vienna**

United States Embassy  
Boltzmanngasse 16  
A-1090 Vienna  
Tel: (43-1) 31339-0  
Fax: (+43-1) 310 06 82  
E-mail: [embassy@usembassy.at](mailto:embassy@usembassy.at)

**Belgium – Brussels**

United States Embassy  
Regentlaan 27 Boulevard du Regent  
B-1000 Brussels  
Tel: +32-2-508-2111  
Fax: +32-2-511-2725

**China – Beijing**

American Embassy Beijing  
3 Xiu Shui Bei Jie  
Chaoyang District  
Beijing, China  
Tel: [86] [10] 6532-3431  
Email: [AmCitBeijing@state.gov](mailto:AmCitBeijing@state.gov)

**China - Chengdu**

The United States Consulate General in Chengdu  
No. 4 Lingshiguan Road  
Chengdu, Sichuan  
PRC 610041  
Tel: (28) 8558-3992, 8558-9642  
Fax: (28) 8558-3520  
Email: [consularchengdu@state.gov](mailto:consularchengdu@state.gov)

**China - Guangzhou**

The United States Consulate General in Guangzhou  
No. 1 Shamian South Street  
Guangzhou, PRC 510133  
Tel: (82-20) 8121-8000  
Fax: (86-20) 8121-9001

**China – Shenyang**

The United States Consulate General in Shenyang  
No. 52, 14 Wei Road  
Heping District  
Shenyang, Liaoning, P.R.C. 110003  
Tel: 86-24-2322-1198  
Fax: 86-24-2322-2374  
Email: [shenyangacs@state.gov](mailto:shenyangacs@state.gov)

**China – Shanghai**

The United States Consulate General in Shanghai  
1469 Huai Hai Zhong Lu, Shanghai  
P.R.C. 200031  
Tel: (86-21) 6433-6880  
Fax: (86-21) 6433-4122

**Czech Republic – Prague**

United States Embassy  
Trziste 15, 118 01 Praha 1  
Czech Republic  
Tel: (+420) 257 530 663  
Email: [webmaster@usembassy.cz](mailto:webmaster@usembassy.cz)

**Denmark - Copenhagen**

United States Embassy  
Dag Hammarskjölds Alle 24  
2100 Kobenhavn 0  
Tel: +45 35 55 31 44  
Fax: +45 35 43 02 23

**Finland – Helsinki**

United States Embassy  
Itainen Puistotie 14 B  
Fin-00140 Helsinki, Finland  
Tel: +358-9-616 250  
E-mail: [webmaster@usembassy.fi](mailto:webmaster@usembassy.fi)

**France – Bordeaux**

United States Consulate General  
10, place de la Bourse  
BP 77  
33025 Bordeaux Cedex  
Tel.: (0)5.56.48.63.80  
Fax: (0) 5.56.51.61.97  
Email: [bordeauxcons@fr.psinet.com](mailto:bordeauxcons@fr.psinet.com)

**France – Lille**

United States Consulate General  
107, rue Royale  
59000 Lille  
Tel: 03.28.04.25.00  
Fax: 03.20.74.88.23  
Email: [usalille@state.gov](mailto:usalille@state.gov)

**France – Lyon**

American Presence Post  
Consulat des Etats-Unis  
1 quai Jules Courmont  
69289 Lyon Cedex 02  
Tel: 04 78 38 36 88  
Tel: 04 78 38 33 03

**France - Marseille**

United States Consulate General  
Place Varian Fry  
13286 Marseille  
Cedex 6  
Tel.: (33) 4-91-54-92-00  
Fax: (33) 4-91-55-09-47

**France – Paris**

United States Embassy  
2 Avenue Gabriel  
75008 Paris, France  
Switchboard (33) 1 43 12 22 22  
Fax: (33) 1 42 66 97 83  
Email: [irc@amb-usa.fr](mailto:irc@amb-usa.fr).

**France – Rennes**

United States Consulate  
30, Quai Duguay-Trouin  
35000 Rennes  
Tel: (0)2.23.44.09.60  
Fax: (0)2.99.35.00.92  
Email : [rennes.app@wanadoo.fr](mailto:rennes.app@wanadoo.fr)

**France – Strasbourg**

United States Consulate  
15, Avenue d'Alsace  
67082 Strasbourg Cedex  
France  
Tel.: (33) 3 88 35 31 04  
Fax: (33) 3 88 24 06 95

**France - Toulouse**

United States Consulate  
25 allées Jean Jaurès  
31000 Toulouse  
Tel: (33) 5-34-41-36-50  
Fax: (33) 5-34-41-16-19  
E-mail: [usconsulate-tlse@wanadoo.fr](mailto:usconsulate-tlse@wanadoo.fr)

**Germany – Berlin**

Embassy of the United States  
Neustädtische Kirchstr. 4-5  
10117 Berlin  
Federal Republic of Germany  
Telephone: (030) 8305-0  
Email: [ConsBerlin@state.gov](mailto:ConsBerlin@state.gov).

**Consular Section**

Clayallee 170  
14195 Berlin  
Federal Republic of Germany  
Tel: (030) 832-9233  
Emergency Tel: (030) 8305-0  
Fax: (030) 8305-1215  
Email: [ConsBerlin@state.gov](mailto:ConsBerlin@state.gov).  
Emergencies only: (030) 8305-0  
Fax: (030) 8305-1215

**Germany – Düsseldorf**

United States Consulate General  
Willi-Becker-Allee 10  
40227 Düsseldorf  
Federal Republic of Germany  
Tel: (0211) 788-8927  
Fax: (0211) 788-8938  
After-hours emergencies only: (0172) 970-2456

**Germany – Frankfurt**

United States Consulate General  
Siesmayerstraße 21  
60323 Frankfurt  
Federal Republic of Germany  
Telephone: (069) 7535-0  
Fax: (069) 7535-2277

**Germany – Hamburg**

United States Consulate General  
Alsterufer 27/28  
20354 Hamburg  
Federal Republic of Germany  
Telephone: (040) 411 71-100  
After-hours emergencies only: (040) 411 71-300  
Fax: (040) 41 32 79 33

**Germany – Leipzig**

United States Consulate General  
Wilhelm-Seyfferth-Straße 4  
04107 Leipzig  
Federal Republic of Germany  
Telephone: (0341) 213-840  
After-hours emergencies only: (0341) 213-8413  
Email: [leipzig@usconsulate.de](mailto:leipzig@usconsulate.de)

**Germany – Munich**

United States Consulate General  
Königinstraße 5  
80539 München  
Federal Republic of Germany  
Telephone: (089) 2888-0, 24-hours a day  
Fax: (089) 280-9998

**Greece – Athens**

United States Embassy  
91 Vasilissis Sophias Avenue  
Athens 10160, Greece  
Tel: 30-210-721-2951  
Email: [usembassy@usembassy.gr](mailto:usembassy@usembassy.gr)

**Iceland – Reykjavik**

United States Embassy  
Reykjavik, Laufasvegur 21  
Iceland  
Tel: (354) 562-9100

**Ireland – Dublin**

United States Embassy  
42 Elgin Road  
Dublin 4, Ireland  
Email: [acs\\_dublin@state.gov](mailto:acs_dublin@state.gov)

**Italy – Milan**

United States Consulate  
Via Principe Amedeo  
2/10 – 20121  
Milano (Italy)  
Tel: +39 02-290-351  
Fax: + 39 02-2900-1165

**Italy – Florence**

United States Consulate General  
Lungarno Vespucci  
38 – 50123  
Firenze, Italy  
Tel: +39 055-266-951  
Fax: +39 055-284-088

**Italy – Naples**

United States Consulate  
Piazza della Repubblica  
80122  
Napoli, Italy  
Tel: +39 081-5838-111  
Fax: +39 081-7611-869

**Italy – Rome**

United States Embassy  
Via V. Veneto 119/A  
00187 Roma, Italy  
Tel: (+39) 06.4674.3500

**Lithuania – Vilnius**

United States Embassy  
2600 Akmenue 6  
Vilnius, Lithuania  
Tel: (370-5) 2665500  
E-mail: [mail@usembassy.lt](mailto:mail@usembassy.lt)

**Malta – Valletta**

United States Embassy  
P.O Box 535, Valletta  
Malta, CMR01  
Tel: (356) 2561 4000  
Fax: (356) 21 243229

**Mexico - Ciudad Juarez**

United States Consulate  
Av. Lopez Mateos 924 Nte.  
Ciudad Juarez, Mexico  
Phone: (656) 611-3000  
Fax: (656) 616-9056  
U.S. Mailing Address:  
P.O. Box 10545  
El Paso, Tx. 79995  
Email: [cdjamericancitizens@state.gov](mailto:cdjamericancitizens@state.gov)

**Mexico – Guadalajara**

United States Consulate  
Progreso 175  
Col. Americana Guadalajara  
Jalisco C.P. 44100  
Tel: (01-33) 3825-2700  
Fax: (01-33) 3826-6549  
Emergency Tel: (01-33) 3826-5553  
Email: [consuladousa@megared.net.mx](mailto:consuladousa@megared.net.mx)

**Mexico – Matamoros**

United States Consulate  
Calle Primera #2002  
Col. Jardin, Matamoros  
Tamps, 87330  
Tel: 011-52-868-812-4402  
Fax: 011-52-868-812-2171  
Emergency Tel: 956-592-2597 (from inside the U.S.) or 044-868-818-1507 (from inside Mexico)  
U.S. Mailing Address:  
P.O. Box 633  
Brownsville, Texas 78522

**Mexico – Mexico City**

United States Embassy  
Paseo de la Reforma 305  
Col. Cuauhtémoc  
06500 Mexico, D.F.  
Tel: 011-52-55-5080-2000  
Fax: 011-52-55-5525-5040

**Mexico – Monterrey**

United States Consulate General  
Ave. Constitucion 411.  
Monterrey, Nuevo Leon. Mexico 64000  
Tel: (52 81) 8345-2120  
Email: [delbosquem@state.gov](mailto:delbosquem@state.gov)

**Netherlands – Amsterdam**

United States Embassy  
Museumplein 19  
1071 DJ Amsterdam  
Tel: 020-575 5309  
Fax: 020-575 5310  
Email: [info@amcongencuracao.an](mailto:info@amcongencuracao.an)

**New Zealand – Wellington**

Embassy of the United States of America  
P.O Box 1190, Wellington, New Zealand  
29 Fitzherbert Terrace, Thorndon  
Wellington, New Zealand

Tel: +644 462 6000

Fax: +644 499 0490

**Norway – Oslo**

United States Embassy

Drammensveien 18

0244 Oslo, Norway

Tel: (+47) 22 44 85 50

Email: [osloamcit@state.gov](mailto:osloamcit@state.gov)

**Portugal – Lisbon**

United States Embassy

Avenida das Forças Armadas

1600-081 LISBOA

Apartado 4258

1507 LISBOA CODEX

Tel: 351-21-727-3300

Fax: 351-21-727-9109

**Slovenia**

United States Embassy

Presernova 31

1000 Ljubljana, Slovenia

Tel: +386 (1) 2005500

Fax: +386 (1) 200-5555

Email: [email@usembassy.si](mailto:email@usembassy.si)

**South Africa – Durban**

United States Consulate

Old Mutual Building

31st floor

303 West Street

Tel: (031)305-7600

Fax: (031) 305-7691

Email: [consulardurban@state.gov](mailto:consulardurban@state.gov)

**South Africa – Cape Town**

United States Consulate General  
Monte Carlo Building (7th Floor)  
Heerengracht, Foreshore  
Tel: (021) 421-4280  
Fax:(021) 425-3014  
Email: [consularcapetown@state.gov](mailto:consularcapetown@state.gov)  
Postal Address:  
American Consulate General  
PO Box 6773  
Roggebaai, 8012

**South Africa – Johannesburg**

United States Consulate General  
1 River St., Killarney  
Tel: (011) 644-8000  
Fax: (011) 646-6916

Postal address:  
American Consulate General  
PO Box 1762  
Houghton, 2041  
Email: [consularjohannesburg@state.gov](mailto:consularjohannesburg@state.gov)

**South Africa – Pretoria**

(Note: no consular services available; contact U.S. Consulate General in Johannesburg)  
United States Embassy  
PO Box 9536, Pretoria 0001  
877 Pretorius St, Pretoria  
Tel: (27-12)431-4000  
Fax: (27-12) 342-2299

**Spain – Barcelona**

United States Consulate  
Paseo Reina Elisenda de Montcada, 23  
08034 Barcelona Espana  
Tel. (+34) 93 280 22 27  
Fax (+34) 93 280 61 75  
Email: [consularbarcel@state.gov](mailto:consularbarcel@state.gov)

**Spain – Madrid**

American Embassy  
Calle Serrano 75  
28006 Madrid  
Tel: 91-587-2200  
Fax: 91-587-2303  
Email: [amemb@embusa.es](mailto:amemb@embusa.es)

**Sweden – Stockholm**

Embassy of the United States of America  
Dag Hammarskjölds Vag 31  
SE-115 89 Stockholm  
Tel: 08-783 53 00  
Fax: 08-661 19 64  
Email: [StockholmWeb@state.gov](mailto:StockholmWeb@state.gov)

**Switzerland – Bern**

United States Embassy  
Jubilaumsstrasse 93  
CH-3005 Bern, Switzerland  
Tel: 031-357-7011  
Fax: 031-357-7344  
24 Hours Emergency Number: 031-357-7218

**Switzerland – Geneva**

United States Consulate General  
rue Versonnex 7  
CH-1207 Geneva, Switzerland  
Tel: 022-840-51-60  
Fax: 022-840-5162  
Email: [consulate.us@ties.itu.int](mailto:consulate.us@ties.itu.int)

**Switzerland – Zurich**

U.S. Consular Agency, Zurich  
Dufourstrasse 101  
3rd floor, Zurich, Switzerland  
Tel: 01-422-25-66  
Fax: 01-383-9814

Postal Address:  
Dufourstrasse 101  
CH-8008 Zurich  
Switzerland

**United Kingdom – Belfast**

United States Consulate General  
Danesfort House  
223 Stranmillis Road  
Belfast BT9 5GR  
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