

## Logistics Information for Siemens Power Academy TD - North America Wendell, NC USA

Please print this document and bring it with you to class.

### COURSE LOCATION



Siemens Industry, Inc.  
7000 Siemens Road  
Wendell, NC 27591  
Reception: +1 919-365-6660

Power Academy Contact: **Nicolina Mastroianni**  
Voice: +1 518 395-5001  
Fax: +1 518 346-2777  
Email: [nicolina.mastroianni@siemens.com](mailto:nicolina.mastroianni@siemens.com)

### COURSE INFORMATION

#### Course Material:

Students will receive electronic notes via email approximately 5-7 days prior to the first day of the course.

#### Computer Requirements:

For all courses, please bring an electronic device (laptop, tablet, e-Reader, etc) to view electronic notes.

For software based courses, students will need a company laptop, preloaded with the appropriate software. Software downloads will be provided by Siemens Power Academy two weeks prior to the course.

#### Class Schedule:

	4.5-day courses	3-4 day courses	1-3 day courses
Day 1	9am - 4pm	9am - 4pm	9am - 4pm
Day 2	9am - 4pm	9am - 4pm	9am - 4pm
Day 3	9am - 4pm	9am - 4pm	9am - 4pm
Day 4	9am - 4pm	9am - 4pm	--
Day 5	9am to noon*	--	--

**Meals:**

Continental breakfast, lunch and refreshments will be provided each class day.

If you have special dietary restrictions, please email [power-academy.us@siemens.com](mailto:power-academy.us@siemens.com) or [nicolina.mastroianni@siemens.com](mailto:nicolina.mastroianni@siemens.com). Every effort will be made to accommodate your request.

**Attire:** Business/Travel casual is standard attire for our training classes. Please check the local forecast at [www.weather.com](http://www.weather.com) for weather-appropriate attire. *You learn better when you are comfortable!*

**TERMS and CONDITIONS**

Please use your best judgment when making **non-refundable travel** arrangements. Courses will be confirmed 21 days in advance of start of the program. Please refer to our [Terms and Conditions](#) regarding refunds and cancellations.

**TRANSPORTATION****Raleigh-Durham International Airport**

2400 John Brantley Blvd

Morrisville, NC 27560

**RDU International is 30 miles from Siemens and approximately a 30-40 minute commute:**

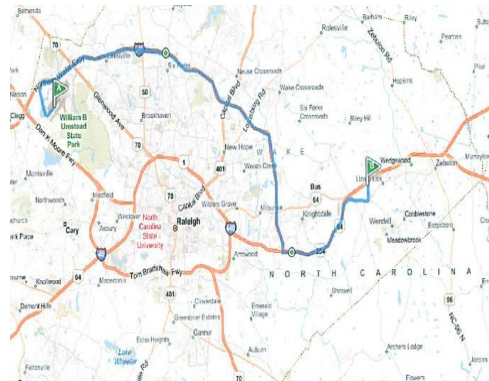
[Click here for driving directions](#)

**Taxi Service:** Express Taxi 919-233-6798

**Car Rentals:**

Eight rental car agencies are located at RDU and are a quick shuttle bus ride from the terminals. Shuttles run approximately every 15 minutes and stop on each terminal curb near the baggage claim areas. Please look for the green bus shelters marked Rental Car.

<http://www.rdu.com/groundtrans/rentalcars.htm>



## LODGING

**Hilton Garden Inn-Raleigh Triangle**  
6412 Capital Boulevard  
Raleigh, NC 27616  
919-876-5650 - Ask for Siemens Rate  
[website](#)

**North Raleigh Hilton**  
3415 Wake Forest Road  
Raleigh, NC 27609  
919-872-2323  
[website](#)

**Hampton Inn Raleigh Midtown**  
1001 Wake Towne Drive  
Raleigh, NC 27609  
919-828-1813  
[website](#)

**Courtyard by Marriott**  
1041 Wake Towne Drive  
Raleigh, NC 27609  
919-821-3400  
[website](#)

## OTHER HELPFUL LINKS

**Town of Wendell, NC Welcome Center:** <http://www.townofwendell.com>

**Wendell, NC Chamber of Commerce:** <http://www.wendellchamber.com>

## GENERAL INFORMATION

### **In Case of an Emergency:** Police, Fire or Medical Emergencies

From your CELL phone, dial 911

From any OFFICE phone dial 9-911

From any office phone, dial "0" to reach the receptionist to report an emergency.

First aid kits are available in break room or see receptionist for assistance.

### **Evacuation procedures:**

- In the event of a building evacuation, you will be informed of the emergency situation, including evacuation and all-clear announcements.
- Follow employees to the designated evacuation area for the building and listen for the given instructions. Do not return to the building until directed to do so by a member of the management team.

### **General information:**

- Smoking is not allowed inside the facility.
- Restrooms are located near the lobby entry area.
- There is no cafeteria in the building; however, there are snack and drink vending machines located in the break room.

### **Health and Safety:**

We share an uncompromising commitment to protect the health and safety of our employees and customers.

### **Environment:**

We offer products and services that are uniquely designed to enhance environmental performance and to contribute to climate protection.

If you would like to request a copy of the Quality, Health, Safety and Environmental Affairs Policy and Principles, contact the training coordinator or instructor.