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**European
Commission**

**UNEP/EC Workshop on
Regional Ocean Governance
Brussels, Belgium
9 – 10 November 2015**

Information Note for Participants

For reasons of economy, this document is printed in a limited number. Delegates are kindly requested to bring their copies to meetings and not to request additional copies.

Logistical Information Note

For Participants Attending the UNEP/EC Workshop on Regional Ocean Governance on 9 to 10 November 2015 at the UN House in Brussels, Belgium

1. Welcome

United Nations Environment Programme and European Commission, welcome you to Brussels Belgium for the UNEP/EC workshop on Regional Ocean Governance to be held on 9 and 10 November 2015 at the UN House in Brussels, Belgium.

2. Venue and Hotel Accommodation for the Meetings

The UNEP/EC Workshop on Regional Ocean Governance meeting will take place at **the UN House** in Brussels, Belgium on 9 and 10 November 2015. The address is as per below.

UN House, ground floor conference room
14 rue Montoyer
1000 Brussels
Belgium
Tel: +32-2-213 30 50
Fax: +32-2-213 30 51

Meeting participants are kindly requested to make their own hotel reservations, preferably at the following hotels;

UN HOUSE VICINITY			
Stanhope Hotel Brussels 5*	Tel: +32 2 700 78 78 Fax: +32 2 205 15 25 reservations@thonhotels.be Reservation code: TH36651869	Rue du Commerce 9 1000 Bruxelles Metro station : TRONE Train station : LUXEMBOURG www.thonhotels.be	Classic Single Bed: 160 € (holiday period 95€) Classic double/twin bed: 185 € (120€) Club Room: 235 € (170€) Breakfast, WiFi, fitness included
Adagio Access Brussels Europe Aparthotel 2*	Tel: +32 2 274 17 80 h8602@adagio-city.com Jean - François Mignon Reservation code: SC001709294	Rue de l'Industrie 12 1000 Bruxelles Metro station : TRONE Train station : LUXEMBOURG www.adagio-city.com	<4 nights: www.adagio-city.com >4 nights: Studio 20m3: 74 € (except fair period) Apartment: 108 € (except fair period)

Leopold Hotel 4*	Tel: +32-2-511 18 28 Fax: +32-2-514 19 39 Reservations@hotel-leopold.be	Rue du Luxembourg, 35 1050 Bruxelles Metro station : TRONE www.hotel-leopold.be	Standard room: 160 € (week) / 90 € (weekend/summer) Standard double: 180 € (week) / 110 € (weekend/summer) Executive room: 180 € (week) / 100 € (weekend/summer) Breakfast and taxes included
Radisson Blu EU Hotel 4*	Tel: +32 2 626 81 11 Fax: +32 2 626 81 12 info.brusselseu@radissonblu.com Tel reservations: Tel: +32 2 626 81 19	Rue d'Idalie, 35 1050 Brussels Train station : LUXEMBOURG www.radissonblu.com/euhotel-brussels	As from 63 € No corporate rates available
Thon Hotel EU 4*	Tel: +32 2 700 78 78 Fax: +32 2 205 15 25 reservations@thonhotels.be Reservation code: TH36651869	Rue de la Loi 75 1040 Brussels www.thonhotels.be	Single/double: 165 € Club room: 215 € (140€) Breakfast, WiFi, fitness included

3. Visa Arrangements

Participants who require visa for entry into Belgium, are kindly requested to make their own arrangements for issuance of visa. All delegates are advised to carry their yellow fever vaccination certificate.

4. Transport from Airport to Hotel

Participants are kindly requested to make their own airport transfer arrangements.

5. Meeting documents

The meeting documents can be found at the link below;
<http://www.unep.org/ecosystemmanagement/water/regionalseas40/Meetings/UNEP-ECWorkshoponOceanGovernance/tabid/1060722/Default.aspx>

6. Registration of Delegates

All delegates are required to register at the meeting venue on 9 November 2015, starting 0900-0930 hours.

7. Daily Subsistence Allowance (DSA)

UNEP sponsored participants will be paid DSA at the meeting venue in the course of the meetings. The participants are kindly requested to bring copies of their passports, round trip e-tickets and boarding passes in order to collect their DSA.

8. Languages

The meeting will be conducted in English.

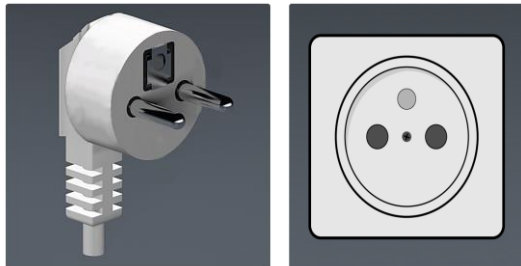
9. Weather and time zone

The weather forecast for Brussels on 9 and 10 November 2015 is mostly cloudy, at an average daily high of around 15°C and low of 12°C.

Belgium is 1 hour ahead of UTC/GMT.

10. Electricity Supply

The standard voltage is 230 V. The standard frequency is 50 Hz. The power sockets that are used are of type E. Below is a picture of a power socket and corresponding plugs. If your appliances have a different shape, you may need a plug adapter.



11. Currency

The Monetary unit in Belgium is Euros (EUR), 1.00 EUR is approximately USD. 1.1

12. Official language

The Kingdom of Belgium has three official languages: *Dutch*, *French*, and *German*

Technical matters:

Ms. Christine Haffner-Sifakis
UNEP/GEF Task Manager for IW Africa Portfolio
Division of Environmental Policy Implementation
United Nations Environment Programme
Tel +32 2 213 61 03
E-mail: Christine.haffner-sifakis@unep.org

Ms. Marijana Mance
Policy Officer
European Commission
Directorate-General for Environment
Unit C2: Marine Environment and Water Industry
Avenue de Baulieu 5, office BU 9 04/110
B-1049 Brussels/Belgium
Tel: +32 2 2982011
E-mail: marijana.mance@ec.europa.eu

Logistics matters:

Ms. Elfi Vanorbeek
Administrative Assistant
Brussels Liaison Office to the EU
Regional Office for Europe
United Nations Environment Programme
Rue Montoyer 14, 1000 Brussels, Belgium
Tel +32 2 213 30 50
E-mail: Elfi.Vanorbeek@unep.org

Ms. Caroline Mramba
Marine and Coastal Ecosystems Branch
Division of Environmental Policy Implementation
United Nations Environment Programme
P.O Box 30552, 00100
Nairobi Kenya
Tel: +254 20 762 3902
E-mail: Caroline.Mramba@unep.org