

SIXTEENTH SESSION
OF THE
CONFERENCE
OF THE
STATES PARTIES
(CSP-16)

The Hague,
28 November -2 December 2011
Information for Delegations

OPCW
Johan de Wittlaan 32
2517 JR The Hague
The Netherlands

Telephone + 31 (0)70 416 3300
Fax + 31 (0)70 306 3535
www.opcw.org

ORGANISATION FOR THE
PROHIBITION OF CHEMICAL WEAPONS





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THE SIXTEENTH SESSION OF THE CONFERENCE OF THE STATES PARTIES

Venues and dates

The Conference of the States Parties to the Chemical Weapons Convention (hereinafter “the Conference”) will hold its Sixteenth Session at the World Forum Convention Center (WFCC) at Churchillplein 10, located next door to the Headquarters of the Organisation for the Prohibition of Chemical Weapons (OPCW), The Hague, the Netherlands, from Monday, 28 November to Friday, 2 December 2011. Additional meetings and functions may be held at the OPCW Headquarters.

The Sixteenth Session of the Conference will open on Monday, 28 November 2011 at 10:30 in the World Forum Theatre at the WFCC. Participants are requested to be seated in the World Forum Theatre by 10:15 hours.

Invitations to the Sixteenth Session were sent to States Parties and other entities, in October 2011, together with the provisional agenda and the registration forms.

Checklist for States

- a) Register each participant by using the registration form received by mail;
- b) States Parties: Submit credentials to the Technical Secretariat of the OPCW (hereinafter “the Secretariat”);
- c) Signatory and Observer States: Submit a notification / application to the Secretariat with the names of participants.

I. Pre-Session arrangements

1. Visas

Where necessary, delegates, and representatives of international organisations, non-governmental organisations (NGOs), and the media are responsible for obtaining any required visas for entry into the Netherlands. Visas may be obtained from a diplomatic or consular mission of the Netherlands.

Annex A lists countries whose nationals are required to obtain a visa for entry into the Netherlands; Annex B covers those whose nationals are not.

Delegates whose country of residence does not have a consular mission in the Netherlands may obtain a visa from the mission of another country that is also party to the Schengen Agreement and that is responsible for issuing visas on behalf of the Netherlands. For a list of the Schengen countries, please refer to the footnote in Annex B.

Delegates who experience difficulties in obtaining a visa should contact the Secretariat's Protocol and Visa Branch, either by telephone at +31 (0)70 416 3820 or +31 (0)70 416 3777; fax at +31 (0)70 416 3044, or by e-mail at visa@opcw.org.

2. Registration

Each participating State Party is requested to send to the Secretariat the name and designation of each participating member of its delegation no later than Monday, 7 November 2011. All delegates should register as soon as possible after they arrive in The Hague. For participants who arrive early or who are based in The Hague, pre-registration will be possible between 10:00 and 18:00 on Friday, 25 November 2011, across from the reception desk in the OPCW Headquarters. The registration desk at the WFCC will be open between 10:00 and 18:00 on Sunday, 27 November 2011, and throughout the Conference between 08:00 and 18:00.

All delegates for whom the Secretariat has received an appropriate official communication from the relevant government authorities will be issued an OPCW security badge for the Sixteenth Session of the Conference. The Secretariat contact for registration is Ms Beatrice Irangi, Senior Protocol and Visa Officer, whose contact information appears on page 14.

3. Credentials

States Parties are required to submit the credentials of their representatives to the Sixteenth Session of the Conference. According to Rule 26 of the Rules of Procedure of the

Conference, credentials, which should be issued either by the Head of State or Government, or by the Minister of Foreign Affairs, or by any other authority acting on their behalf, must be submitted to the Director-General not less than seven days in advance of the Session – in this case no later than Monday, 21 November 2011. Credentials are required only of the representative of each State Party, and not of additional members of the delegation. The Secretariat contact for Credentials is Ms Beatrice Irangi, Senior Protocol and Visa Officer.

II. Session-related information

1. Participation of delegates in the proceedings of the Sixteenth Session

Delegations of all States Parties to the Chemical Weapons Convention are entitled to take part in all the proceedings of the Conference, including the adoption of decisions, and to deliver statements.

The delegations of Signatory States are entitled, subject to prior written notification to the Director-General, to participate, without taking part in the adoption of decisions, whether by consensus or by vote, in the deliberations of the Conference. Signatory States are entitled to appoint observers to attend plenary meetings of the Conference other than those designated as private, to deliver statements at these meetings, to receive the documents of the Conference, and to submit their views in writing to other delegations.

Non-Signatory States may apply to the Director-General for observer status, which may be accorded to them by a decision of the Conference. Any such States shall be entitled to appoint an observer to attend and participate without the right to vote in plenary meetings of the Conference other than those designated private meetings and to receive documents of the Sixteenth Session of the Conference.

The Secretary-General of the United Nations (UN) or his representative, and the representatives of the specialised agencies, are entitled to attend and participate without vote in sessions of the Conference on matters of common

interest between them and the OPCW, in accordance with their respective relationship agreements or subject to the approval of the Conference.

Representatives of other international organisations are entitled to attend and participate without vote in plenary meetings of the Conference on matters in which they share an interest with the OPCW, in accordance with their respective relationship agreements or subject to the approval of the Conference.

2. Participation of industry and non-governmental organisations

Representatives of industry associations and NGOs that have an interest in the activities of the OPCW and wish to attend the Sixteenth Session should apply to the Secretariat's Media and Public Affairs Branch (whose contact details appear on page 14), preferably before Tuesday, 1 November 2011. Subject to a decision of the Conference, they may be invited to attend plenary meetings.

Before the Conference begins, the Secretariat will post an advisory note for NGOs on the website (www.opcw.org) explaining how to apply to attend the Conference. The note will include a link to the application form. Applications should include a description of those activities of the NGO that are relevant to the purpose of the Convention, and should list the NGO's sources of funding.

3. List of participants

A draft list of participants will be distributed during the course of the session.

4. Meetings & Journal

The programme of the meetings will be printed in the Conference Journal, which will be issued on a daily basis and will specify conference rooms and times of meetings. Unless otherwise decided by the Conference, morning meetings will commence at 10:00 and afternoon meetings, at 15:00. A daily programme of meetings, events, and announcements will be available at the Registration Desk and at the Documentation Counter.

5. Organisation of the Sixteenth Session

The main business of the Sixteenth Session will be conducted in the plenary meetings and, if required, in meetings of the Committee of the Whole in the World Forum Theatre. Separate rooms, without interpretation facilities, will be available for bilateral meetings and meetings of the various regional groups.

Regional coordinators are requested to inform Ms Jocelyne Turner, Conference Services Officer, whose contact details appear on page 13, of the times and locations of their regional group meetings. These will be listed in the Conference Journal, which will be issued daily during the Sixteenth Session. A map of the WFCC showing the location of the various conference rooms will be provided to each delegation.

6. Seating arrangements

Each year a drawing by lot is held to determine the order of seating for delegations. The delegation of the State Party whose name is thus drawn is seated on the extreme left of the front row in the World Forum Theatre.

Other delegations are seated in English alphabetical order, starting with the seats next to those for the State Party whose name was drawn, and moving from left to right in each row. In the drawing for the Sixteenth Session of the Conference, the State Party whose name was drawn is the Kingdom of Saudi Arabia.

Four designated seats, two of which will be at a table, will be provided to the delegation of each State Party. Additional undesignated seats will be available at the rear of the hall.

The delegations of Signatory States, Non-Signatory States, and representatives of intergovernmental and NGOs and specialised agencies will each have two designated seats, one of which will be at a table.

7. Interpretation

Simultaneous interpretation into the six official languages of the OPCW: Arabic, Chinese, English, French, Russian

and Spanish will be provided at plenary meetings and meetings of the Committee of the Whole only.

Delegations may deliver statements in a language other than an official language of the OPCW. In such cases, the delegations concerned will be required, under Rule 88 of the Rules of Procedure of the Conference, to provide interpretation into one of the six official languages, and to give advance notice to Mr Mechislav Remishevski, Head, Language Services Branch, whose contact details appear on page 13, so that adequate technical arrangements might be put in place.

8. Statements in the general debate

Requests for inscription on the list of speakers in the general debate should be made in advance, either personally or in writing, to the Secretariat for the Policy-Making Organs, indicating the preferred date and time. Speakers will be inscribed on the list on a first-come, first-served basis. Given the large number of delegations wishing to take the floor under this agenda item, a time limit of 5 to 7 minutes per statement should be observed.

To facilitate the interpretation of statements to be delivered during the general debate, delegations should provide 10 copies of each such statement to Ms Jocelyne Turner, Conference Services Officer, well in advance of delivery, or 250 copies of any statement they also wish to be distributed to other delegations.

In accordance with established practice, statements made during the general debate and provided to the Secretariat, preferably in electronic format, will be compiled and issued as a document of the Conference (please submit to the office of Documents Control during the Conference or by e-mail to ContactPMO@opcw.org, during or immediately following the Conference). At the request of the State Party, these statements will be made available on the OPCW website. Such requests should be sent by e-mail to the Media and Public Affairs Branch at media@opcw.org.

9. Availability of Session documents

One set of Session documents will be provided to each delegation in the World Forum Theatre at the WFCC. Additional copies may be requested in person at the Documentation Counter opposite the World Forum Theatre.

10. Submission of documents

Delegates who are submitting draft decisions, national papers or other documents to the Sixteenth Session of the Conference are requested to provide these to Mr Alexander Khodakov, Secretary to the Policy-Making Organs, as early as possible and by e-mail to ContactPMO@opcw.org.

11. Social events

Those wishing to organise receptions or other similar events during the Conference should, for coordination purposes, contact Ms Milijana Danevska, Head of Protocol and Visa Branch, whose contact details appear on page 14.

III. Catering

Throughout the Sixteenth Session of the Conference, lunches for delegates will be available between 12:00 and 15:00 hours at the OPCW cafeteria located in the headquarters building on the first floor. Snacks and beverages will be available in the ground floor delegates' lounge when Conference meetings are being held in the Headquarters building.

In addition, a coffee corner serving hot and cold beverages and snacks will be located in the Oceania Foyer of the WFCC. The World Forum Convention Center has also a café and restaurant on either side of the main reception area.

IV. Media accreditation and website

Media organisations wishing to report from the Conference should accredit their representatives. One month before the Sixteenth Session opens, the Secretariat will issue a media advisory note setting out the procedures for accreditation. Completed accreditation forms, together with copies of the press and identity cards

of the representatives, should be submitted to the Media and Public Affairs Branch as early as possible.

V. Security

1. Registration

When they register, all delegates for whom the Secretariat has received an appropriate official communication from the relevant government authorities will be issued an OPCW security badge for the Sixteenth Session of the Conference. Delegates who already hold an OPCW security badge will also be issued a special badge specifically for use at the Conference. Security badges must be worn at all times in the Conference area, and will be required as identification at official OPCW venues other than the WFCC.

2. Security screening and other measures

Delegates attending the Sixteenth Session of the Conference are advised that metal-detection and x-ray equipment will be installed at all points of entry to the WFCC, and that all delegates will be screened each time they enter the area. The Secretariat understands that these security measures may cause some inconvenience but wishes to emphasise that they are being taken for the security of all those attending the Conference. It is recommended that delegates allot extra time to clear security screening prior to scheduled meetings, particularly on the first morning of the Conference.

The use of cellular telephones, radio transmitters, recording devices, and cameras may be restricted in certain areas of the WFCC and other venues. Any such restrictions will be clearly posted.

Delegates are reminded not to leave briefcases or any valuable items unattended in the meeting rooms. The OPCW will not be responsible for any lost items. Participants are also advised to carry their valuables safely, especially at railway stations and while on public transport. Reports of lost/found items at the Conference should be brought to the attention of Security at their office on the first floor.

The Secretariat point of contact for security arrangements throughout the Conference is Mr Chris Stretton, Head, Office of Confidentiality and Security, whose contact details appear on page 14.

3. Emergencies and security situations

The main number to call in case of emergency (police, fire, ambulance) is 112. For non-urgent matters, the police can be reached at 0900-8844.

For non-emergency security situations in any of the venues for the Conference, delegates should contact the security staff on duty at the venue or call the OPCW Security Control Centre at +31 (0)70 416 3315.

For emergencies in the WFCC, delegates should notify the security staff on duty or dial 9 from any of the courtesy telephones in the meeting rooms. An on-site security office is also available on the first floor of the WFCC and will attend to any emergencies and security situations at that venue during the Conference.

For emergencies at OPCW Headquarters, delegates should call the OPCW Security Control Centre's emergency number, +31 (0)70 416 3333.

4. Medical service

Should medical first aid be required, security personnel may be contacted at any time.

For participants with a non-acute medical problem that requires attention, the Secretariat's doctor can be contacted via the Registration Desk.

Nearest hospital - HagaZiekenhuis (Rode Kruis Ziekenhuis) Sportlaan 600, 2566 MJ Den Haag. Phone: 070 312-6200/070 361-4761.

VI. Facilities at the WFCC and OPCW

Disabled access

The WFCC and the OPCW building have good disabled access with lifts to all floors and disabled toilet facilities available on every floor.

Arrangements can be made to accommodate wheelchairs in the WFCC theatre upon advance request. Please contact Ms Jocelyne Turner, Conference Services Officer in this regard. The WFCC theatre is equipped with an induction loop for the hearing impaired.

Telephone and Internet facilities

Telephone booths can be found in the WFCC lobby. Telephone cards may be purchased from the Reception Desk for five or ten Euros each.

If you are calling from outside the Netherlands to The Hague, add the country code (31) and the city code (70) to the telephone number. From within the Netherlands, calls to The Hague should be preceded by 070. Calls within the city do not require a city code. The city code for Amsterdam and Schiphol Airport is 020.

Directory assistance for numbers within the Netherlands: 0900 8008. For international numbers: 0900 8418. Internet computers for participants will be located in Oceania Foyer (the Delegates' Lounge). A business computer and printer will also be available in this area. Wireless internet access will be available, at no charge, for participants with their own WiFi-ready devices in the World Forum Theatre, the Oceania Foyer (the Delegates' Lounge), and the WFCC Café.

Cloakroom

A cloakroom will be located at the entrance of the conference area after entering through the metal detectors, to the left. This is a staffed, free of charge service. However, items are left at owner's own risk.

Parking

Paid parking is available in the underground garage at the WFCC. The cost is 3 Euros per hour for the first 2 hours, and thereafter 2.50 Euros per hour. A day ticket costs 12.50 Euros. The tickets may be purchased via machines at the garage entrance. Payment should be made at the ground level before returning to your car.

Banking and currency exchange

There is a cash dispenser to the left of the main

entrance at the WFCC and an ABM-AMRO cash dispenser located in the OPCW building. However, currency exchange facilities are in the city centre and at the railway stations.

The currency of the Netherlands is the Euro. International debit and credit cards are accepted at most major stores, restaurants and hotels; smaller shops, however, may only accept cash.

VII. Contact information

1. Coordination unit

A coordination unit has been set up to handle enquiries on all aspects of the Sixteenth Session of the Conference. Delegations are requested to address all communications and enquiries to the appropriate members of the unit, who are listed below:

Overall coordination, inscription on the list of speakers, and documents control

Mr Alexander Khodakov
Director, Secretary to the Policy-Making Organs
Tel: +31 (0)70 416 3786
Email: akhodakov@opcw.org

Language services

Mr Mechislav Remishevski
Head, Language Services Branch
Tel: +31 (0)70 416 3810
Email: mremishevski@opcw.org

Conference-room services, OPCW Journal, and distribution of documents

Ms Jocelyn Turner
Conference Services Officer
Tel: +31 (0)70 416 3852
Email: jturner@opcw.org

External relations

Mr Azhar Malik Ellahi
Acting Director, External Relations Division
Tel.: +31 (0)70 416 3836
Fax: +31 (0)70 416 3280
Email: malik.ellahi@opcw.org

Protocol, visas, social events

Ms Milijana Danevska
Head, Protocol and Visa Branch
Tel: +31 (0)70 416 3772
Fax: +31 (0)70 416 3044
Email: protocol@opcw.org

Protocol, list of delegations, registration, credentials

Ms Beatrice Irangi
Senior Protocol and Visa Officer
Tel: +31 (0)70 416 3553
Fax: +31 (0)70 416 3044
Email: protocol@opcw.org

International organisations, States not Party

Mr Azhar Malik Ellahi
Head, Government Relations and Political Affairs Branch
Tel.: +31 (0)70 416 3836
Fax: +31 (0)70 416 3280
Email: malik.ellahi@opcw.org

Industry, NGOs, and media

Mr Michael Luhan
Head, Media and Public Affairs Branch
Tel: +31 (0)70 416 3710
Fax: +31 (0)70 416 3044
Email: Michael.luhan@opcw.org

Confidentiality and security matters

Mr Chris Stretton
Head, Office of Confidentiality and Security
Tel: +31 (0)70 416 3291
Fax: +31 (0)70 416 3010
Email: cstretton@opcw.org

2. Other contact numbers

Below is a list of contact numbers that participants in the Sixteenth Session of the Conference may find useful.

OPCW Technical Secretariat

Johan de Wittlaan 32
2517 JR The Hague, the Netherlands
Tel: +31 (0)70 416 3300
Fax: +31 (0)70 306 3535

Protocol and Visa Branch, Technical Secretariat

Tel: +31 (0)70 416 3772, 416 3553, 416 3215

Fax: +31 (0)70 416 3044; 416 3280

The Netherlands Ministry of Foreign Affairs

Tel: +31 (0)70 348 6486

Schiphol Airport

General information, and flight arrivals and departures

Tel: 0900 503 4050 (from within the Netherlands only)

KLM Royal Dutch Airlines

Reservations and travel information

Tel: +31 (0)20 474 7747

KLM VIP lounge

Tel: +31 (0)20 601 2180 or 0215

Emergency services

Police, fire brigade, and ambulance

Tel: 112 (from within the Netherlands only)

Non-emergency number for the Dutch police

Tel: 0900 8844 (from within the Netherlands only)

Netherlands directory information

Tel: 0900 8008 (from within the Netherlands only)

International directory information

Tel: 0900 8418 (from within the Netherlands only)

Taxi services in The Hague

Haagsche City Tax

Tel: +31 (0)70 383 2828

HTMC

Tel: +31 (0)70 390 7722

Hospitals in The Hague

Bronovo Hospital

Tel: +31 (0)70 312 4141

Rode Kruis HagaZiekenhuis (Red Cross Hospital)

Tel: +31 (0)70 312 6200, +31 (0)70 361-4761

MCH Westeinde Hospital

Tel: +31 (0)70 330 2000

Annex A

Countries whose nationals are required to obtain a visa to enter the Netherlands

The information provided on the following pages is correct at the time of publication. For the most comprehensive and up to date information on Dutch visa regulations, please go to <http://goo.gl/z2GLt> or contact the Dutch Embassy in your country.

Afghanistan	Egypt
Albania***	Equatorial Guinea
Algeria	Eritrea
Angola	Ethiopia
Armenia	Guinea
Azerbaijan	Guinea-Bissau
Bahrain	Guyana
Bangladesh	Haiti
Belarus	India
Belize	Indonesia**
Benin	Iran (Islamic Republic of)
Bhutan	Iraq
Bolivia**	Jamaica**
Bosnia and Herzegovina***	Jordan
Botswana	Kazakhstan
Burkina Faso	Kenya
Burundi	Kiribati
Cambodia	Kuwait
Cameroon	Kyrgyzstan
Cape Verde	Lao People's Democratic
Central African Republic	Republic
Chad*	Lebanon
China	Lesotho
Colombia	Liberia
Comoros	Libya
Congo	Madagascar
Cook Islands	Malawi**
Côte d'Ivoire	Maldives
Cuba	Mali
Democratic Republic of the	Marshall Islands
Congo	Mauritania
Democratic People's	Mauritius
Republic of Korea	Micronesia
Djibouti	Mongolia
Dominica	Montenegro***
Dominican Republic	Morocco
Ecuador**	Mozambique



Myanmar	South Sudan
Namibia	Sri Lanka
Nauru	Sudan
Nepal	Suriname
Niger	Swaziland
Nigeria	Syria
Oman	Tajikistan
Pakistan*	Tanzania
Palau	Thailand**
Papua New Guinea	The former Yugoslav Republic of Macedonia***
Peru**	Timor-Leste
Philippines	Togo
Qatar	Tonga
Republic of Moldova**	Trinidad and Tobago
Russian Federation*	Tunisia**
Rwanda	Turkey**
Saint Lucia	Turkmenistan
Saint Vincent and the Grenadines	Tuvalu
Samoa	Uganda
Sao Tome and Principe	Ukraine*
Saudi Arabia	United Arab Emirates**
Senegal*	Uzbekistan
Serbia***	Vanuatu
Sierra Leone	Viet Nam
Solomon Islands	Yemen
Somalia	Zambia
South Africa	Zimbabwe

* Holders of diplomatic passports from these countries are exempt from visa requirements.

** Holders of diplomatic, official, and service passports from these countries are exempt from visa requirements.

*** Holders of biometric normal, official and service passports from these countries are exempt from visa requirements.

For a list of Dutch Embassies and Consulates, please visit www.mfa.nl/en. The visa application form can be downloaded from the website of the relevant Dutch Embassy.

Annex B

Countries whose nationals are not required to obtain a visa to enter the Netherlands*

Andorra	Japan
Antigua and Barbuda	Liechtenstein
Argentina	Malaysia
Australia	Mexico
Bahamas	Monaco
Barbados	New Zealand
Brazil	Nicaragua
Brunei Darussalam	Panama
Bulgaria	Paraguay
Canada	Republic of Korea
Chile	Romania
Costa Rica	Saint Kitts and Nevis
Croatia	San Marino
Cyprus	Seychelles
El Salvador	Singapore
Guatemala	United States of America
Holy See	Uruguay
Honduras	Venezuela
Israel	

* In addition, nationals of the Schengen countries (Austria, Belgium, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden and Switzerland) and of member states of the European Union do not require a visa for entry into the Netherlands.

Annex C

Sample form for Credentials

REPRESENTATIVE TO THE SIXTEENTH SESSION OF THE CONFERENCE OF THE STATES PARTIES

WHEREAS(State Party)..... desires to be represented at the Sixteenth Session of the Conference of the States Parties, to be held in The Hague, the Netherlands, from 28 November to 2 December 2011.

NOW THEREFORE we(name and title) have appointed and by these presents do confirm as representative of (State Party)..... to the Sixteenth Session of the Conference of the States Parties:

(His)(Her) Excellency
(name).....
(title).....

The representative has full powers to act and take decisions on behalf of the Government of (State Party).....

IN FAITH WHEREOF we have signed these presents aton

Signature

Title

(Head of State or Head of Government or Minister of Foreign Affairs, or any other authority acting on his or her behalf)

Annex D

Sample Registration Form

Please fill in one registration form for each member of your delegation and return it marked to the attention of: Protocol Branch, External Relations Division, OPCW.

Fax: +31 (0)70 416 3044 or +31 (0)70 306 3535.

Name: Mr/Mrs/Ms

Title / Position / Organisation:

Delegation of:

Position within the delegation (please circle one):

- | | |
|---------------------------|--------------------|
| For the States Parties: | Representative |
| | Alternate |
| | Adviser |
| For the Signatory States | Head of Delegation |
| and Non-Signatory States: | Alternate |
| | Adviser |

Permanent official address:.....

Official telephone number:.....

Official fax number:.....

Annex E

Accommodation and transport

1. Accommodation

All participants are solely responsible for the reservations and payments of hotel rooms. Hotel information can be found at www.denhaag.com/tourism/gb. It is advisable to make reservations as soon as possible due to limited availability.

The names and contact numbers of some hotels in The Hague are listed below for the convenience of attendees.

Hilton The Hague (**)**

Zeestraat 35, 2518 AA
<http://www1.hilton.com>
 Tel: +31 70 710 7000

Atlantic Hotel (**)**

www.atlantichotel.nl
 Tel: +31 (0)70 448 2482
 Fax: +31 (0)70 368 6721

Badhotel (*)**

www.badhotelscheveningen.nl
 Tel: +31 (0)70 351 2221
 Fax: +31 (0)70 355 5870

Carlton Ambassador Hotel (***)**

www.carlton.nl/ambassador
 Tel: +31 (0)70 363 0363
 Fax: +31 (0)70 360 0535
info@ambassador.carlton.nl

Carlton Beach Hotel (**)**

www.carlton.nl/beach
 Tel: +31 (0)70 354 1414
 Fax: +31 (0)70 352 0020

City Hotel (*)**

www.cityhotel-scheveningen.com
 Tel: +31 (0)70 355 7966
 Fax: +31 (0)70 354 0503

Des Indes Inter-Continental (***)**

www.hoteldesindes.com
 Tel: +31 (0)70 361 2345
 Fax: +31 (0)70 361 2350

Dorint Hotel Novotel (**)**

www.dorint.com
 Tel: +31 (0)70 416 9111
 Fax: +31 (0)70 416 9100

Maurits Hotel (*)**

www.esquire-hotel.nl
 Tel: +31 (0)70 352 2341
 Fax: +31 (0)70 306 3366

Golden Tulip/Bel Air Hotel (**)**

www.belairhotel.nl
 Tel: +31 (0)70 352 5354
 Fax: +31 (0)70 352 5353
reservation@goldentulip-belairhotel.nl

Crowne Plaza Promenade (***)**

www.crowneplazadenhaag.nl
 Tel: +31 (0)70 352 5161
 Fax: +31 (0)70 354 1046

Kurhaus (***)**

www.kurhaus.nl
 Tel: +31 (0)70 416 2636
 Fax: +31 (0)70 416 2646

Mercure Central (**)**

www.accorhotels.com
 Tel: +31 (0)70 363 6700
 Fax: +31 (0)70 363 9398

Novotel Hotel (**)**

www.novotel.nl

Tel: +31 (0)70 364 8846

Fax: +31 (0)70 356 2889

Eden Babylon Hotel (***)**

www.edenbabylonhotel.com

Tel: +31 (0)70 381 4901

Fax: +31 (0)70 382 5927

2. Transport within the Netherlands

Delegations will be required to make their own local-transport arrangements, at their own expense, both from the airport to their hotels, and for the duration of their stay in The Hague.

Taxis and limousines are readily available at Schiphol Airport (Amsterdam). There is also a frequent and reliable train service between Schiphol and the two main railway stations in The Hague: Hollands Spoor and Central Station. Cars can be rented on a daily or weekly basis.

Participants are advised to only use licensed taxis which have blue number plates. When ordering a taxi, please indicate that special OPCW rates are available to you when you use taxis from the company Haagsche City Tax (tel: +31 (0)70 383 2828).

Taxis can be hailed when their (middle) light on their roofs are lit. At airports, you are advised not to accept a ride from unlicensed taxis but to go to the taxi stand where you will be given an indication of the fare to your destination.

3. Car-rental companies

The names and contact numbers of some of the major car-rental companies in The Hague are listed below for the convenience of attendees.

Avis Car Rental

www.avis.nl

Tel: +31 (0)70 385 0698

Fax: +31 (0)70 347 1763

Hertz Autoverhuur Den Haag

www.hertz.com

Tel: +31 (0)70 381 8989

Fax: +31 (0)70 385 4033

Budget Car Rental

www.budget.nl

Tel: +31 (0)70 382 0609

Fax: +31 (0)70 347 8906

Köhler Car Rental Auto Rent

www.kohler.nl

Tel: +31 (0)70 380 9094

Fax: +31 (0)70 380 9967

4. Public transportation

The WFCC can be reached by trams #1, #10 (limited hours) or #17, or by bus #21.

Public transport in The Hague region is provided by transit company HTM (www.htm.net). On the website the Lijnennetkaart (route map) provides a good overview of all routes, timetables, street names, and public and tourist locations.

Single-journey ticket

Single-journey bus or tram tickets may be purchased with cash from the bus or tram driver. Buying a single ticket is easy but always more expensive than travelling with the “OV-chipkaart” card.

Multiple-journey card (“OV-chipkaart”)

The OV-chipkaart, valid for travel on buses and trams in The Hague, Amsterdam, Delft and Rotterdam, may be purchased from the main reception desk at the WFCC or from tobacco shops, newsstands, post offices or the HTM ticket office at major train stations (where HTM staff will assist you with adding credit to the OV-chipkaart).

At the start of your journey, swipe the card against the card-reader as you board. The sound and (green) light signal indicates your card has been read. A boarding rate (€ 4,-) will be deducted when you check-in. The credit on your OV-chipkaart should be at least the boarding rate. At that end of your journey, you must check-out by again holding your card up to the card-reader. The sound and (green) light signal once again indicates that your card has been read. The actual travel costs, based on the distance travelled, minus the boarding rate is deducted from, or added to, the OV-chipkaart. Checking-in and out is required when you transfer from any vehicle to another. More information is available, in English, at OV-chipkaart.nl

5. Shops

In The Hague, some small shops are open on week days from 9:00 hours until 18:00 hours, with larger shops opening at 10:00. Bakeries open earlier. On Thursday evenings, large stores stay open until 21:00 hours. On Sundays, the large stores in the city centre are open from 12:00 noon.

Annex F

Route Description

By public transport

From The Hague Central Station (CS)

Take tram #17 and alight at the Statenplein stop, or take tram #10 and alight at the “World Forum” stop. Note: tram #10 only operates on working days during rush-hour from 7.00 until 9.00 hrs, and from 15.30 until 18.30 hrs.

From The Hague Hollands Spoor (HS)

Take tram #17 and alight at the “Statenplein” stop, or take tram #1 and alight at the “World Forum” stop.

From Scheveningen

Take Bus #21 and alight at “World Forum” stop.

By car

From Utrecht/Amsterdam

Follow the A12 to Den Haag. The A12 changes to the Utrechtsebaan. At the end, turn left at the traffic lights to the Zuid Hollandlaan. Turn right at the next traffic lights to the Koningskade, which changes to the Raamweg. After passing under the fly-over, immediately take the first right. Follow the bend to the Hubertus Viaduct and continue straight along the Prof B.M. Teldersweg which changes to the Johan de Wittlaan. Follow the signs to World Forum Convention Center.

From Amsterdam/Leiden

Follow the A44, in the direction of Centrum Den Haag/Scheveningen. The A44 changes successively to the N44, the Benoordenhoutseweg and the Zuid Hollandlaan. Further, as mentioned above.

From Rotterdam

Coming from the A13, follow at traffic intersection Ypenburg the signs in the direction of Amsterdam (A4). At the Prins Clausplein, follow the signs Den Haag / Voorburg. Pass over the viaduct, follow the signs to Den Haag and continue on the Utrechtsebaan. Further, as mentioned above.

Parking facilities

World Forum Convention Center has a private underground carpark (see VI, Parking).

World Forum Convention Center Contact Information

Churchillplein 10

P.O. Box 82000

2508 EA The Hague

www.worldforumcc.nl; info@worldforumcc.nl

Tel: +31 (70) 306 63 66

Fax: +31 (70) 306 64 43

