

THE SWEDISH
PARLIAMENT

eu2009.environment@riksdagen.se



Conference information

Conference for chairs of parliamentary environment committees
Stockholm – 27–28 September 2009

Accommodation

A number of rooms have been provisionally reserved at the hotels below. Delegations must nevertheless make their individual hotel reservations as soon as possible, and **no later than 31 August for Nordic Light Hotel** and **11 September for Scandic Hotel Sergel Plaza**. Please fill in the attached booking form, for the hotel where you wish to stay, and send it directly to the hotel to make your reservation. The hotels are within walking distance of the Riksdag.

Scandic Hotel Sergel Plaza

Brunkebergstorg 9
SE 103 27 Stockholm
Phone +46 8 517 263 00
Fax +46 8 517 263 11
E-mail sergel.plaza@scandichotels.com
Web www.scandichotels.se

Nordic Light Hotel

Vasaplan 7
SE 101 37 Stockholm
Phone +46 8 505 63 000
Fax +46 8 505 63 090
E-mail info@nordichotels.se
Web www.nordiclighthotel.se

Arrival and departure

Upon arrival and departure, delegations are requested to arrange their own transport to and from the airport, and to and from the hotels.

From Stockholm's main airport Arlanda, the express train takes 20 minutes one way, and is the most convenient and environmentally friendly means of transport.
(www.arlandaexpress.com)

There are also airport coaches and authorised taxis just outside the entrance to the airport. Delegations are recommended to use Taxi Stockholm, Taxi 020 or Taxi kurir.

Conference badges

A conference badge will be issued to each participant upon presentation of an ID document.

All participants are requested to wear their conference badges at all times for security reasons, and to ensure access to buses, conference rooms and receptions.

Conference services

Computers, telephones, Internet and fax services will be available in the vicinity of the meeting venue. Wi-Fi will be available inside and outside the meeting venue.

A qualified nurse will be available during conference hours.

Conference venue

The Former First Chamber, East Wing
The Swedish Parliament (Riksdagen)
Entrance: Riksplan
www.riksdagen.se

Contact

If you have any further questions please contact us on e-mail: eu2009.finance@riksdagen.se.

Currency

The currency unit in Sweden is the Swedish krona (SEK). Most major international currencies can be exchanged at Arlanda Airport or at your hotel. All major credit cards are widely accepted in Sweden.

Delegations

Delegations are kindly asked to limit the number of participants to the chairman or his/her deputy accompanied by one or at most two officials.

Documentation

Documentation before, during and after the conference will be provided in English.

Interpretation

Simultaneous interpretation will be provided in English, French and Swedish. If you are accompanied by your own interpreters, we kindly ask you to send an e-mail to eu2009.environment@riksdagen.se as soon as possible, stating to what language the interpretation will be into and how many interpreters you want to bring. Please note that only three extra interpretation booths will be available. These will be distributed on a strictly first-come, first-served basis. The languages used for bilateral meetings at the receptions will be English and French.

Press

The conference is open to the press.

Programme

A draft programme for the meeting is attached to the invitation. The final programme will be published on www.riksdagen.se and handed out upon registration in Stockholm.

Registration

Online registration

A registration form is available online. Participants have to be registered individually using following link: www.viaregi.com/EU-09ConferenceStockholm27-28Sept09. Please submit your registration as soon as possible, **but no later than 11 September 2009**. To make changes in a registration please see the instructions in the confirmation e-mail that you will receive for each participant registered. For questions please contact the Swedish Parliament on e-mail: eu2009.environment@riksdagen.se

Conference registration

In Stockholm there will be registration desks in the lobby of the conference hotels. They will be open on Sunday 27 September between 14.00 and 19.00. On Monday 28 September, registration will take place directly at the Riksdag, entrance Riksplan, between 08.00 and 09.00, for those who were unable to register on Sunday.

Tourist information and weather

In September the temperature normally varies between 9 and 16°C. For tourist information please consult www.stockholmtown.se.

Transport

Bus transport for the participants will be provided from the above recommended hotels to the Riksdag and to the social arrangements. Guides will accompany those who wish to walk from the hotels to the Riksdag.

The Riksdag's internal work for a better environment

For a number of years the Riksdag Administration has been working systematically to minimise the impact of its operations on the external environment. An environmental policy has been drawn up and routines established for internal environmental work. For the next few years there are measurable environmental objectives and action plans for paper consumption, transport, electricity and energy for the heating of buildings. Environmental requirements are systematically applied in relation to all procurement, and environmental considerations are a natural part in the planning of conferences and meetings arranged by the Riksdag Administration. The Riksdag Administration is ISO 14 001 certified (environmental management system) since April 2009.