

Meeting of the Rotterdam intersessional working group

3-5 July, 2016

Rīga Latvia



Meeting Venue

The meeting will be held at the Ministry of Environmental Protection and Regional Development in Rīga Peldu iela 25.

A name tag will be provided by the Secretariat at the entrance to the building on the first day of the meeting which will provide access to the building for the duration of the meeting.

Tentative agenda

The meeting will start at 2.00 p.m. on Sunday 3 July and close on Tuesday 5 July at 6.00 p.m.

Accommodation

Please note that participants are responsible for making their own hotel reservations. Please make your reservation in your preferred hotel via the contact or link provided in the list of hotels. Participants are urged to make their reservations as soon as possible.

Transportation

Airport

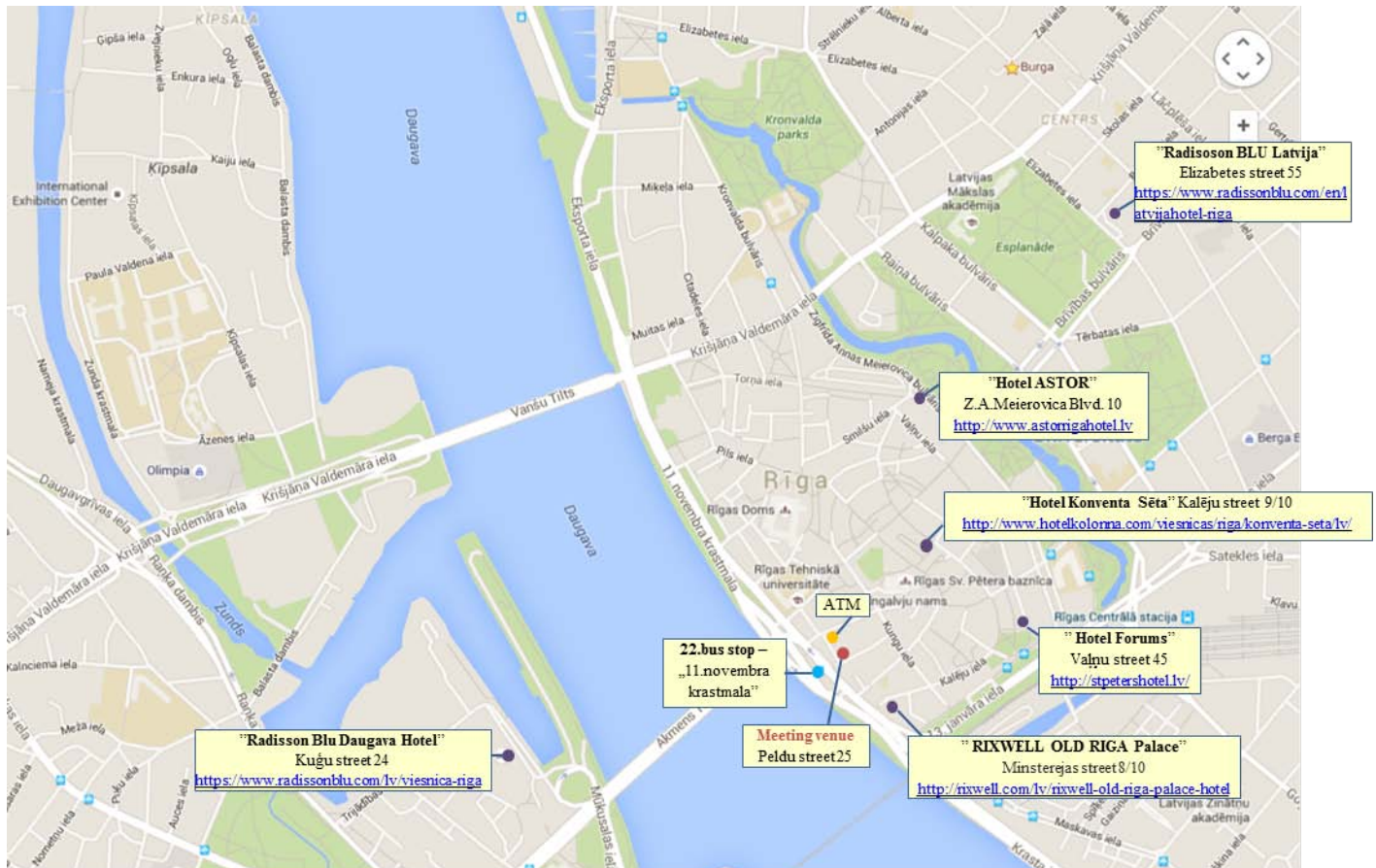
[Riga International Airport](#) is located just 10 km from the city centre and is easily accessible by public transport or taxi. Getting to the city centre from the airport takes ~25-30 minutes.

Riga International Airport
Mārupes novads, Rīga, Latvia
Airport inquiries service: +371 2931 1817

Some options for transfer to the city centre:

Taxi services are available at Riga International Airport 24 hours a day and are located outside the arrivals area. The average fare from the Airport to the city centre (Old Town) is €15-20. The fare depends on both distance and time. Green *AirBaltic* and red *Riga Cab* taxi services are available and recommended.

Public transport bus No. 22 (Lidosta-Centrs) and minibus No. 222 connect the Airport with the city centre. The bus stop is located behind the car parking place. The service operates up to every 15 minutes from Monday to Friday. Single journey tickets can be bought from the driver and cost € 2.00 (cash only). The bus stop "11. novembra krastmala" will put you closest to the meeting venue and by the Old town.



All hotels are within 10 minutes walking distance of the meeting venue.

IT services and support

Wireless Internet access (WiFi) is available in the meeting rooms of the venue.

Other information

Paperless meeting: The meetings will be paperless; printed documents will not be available. Pre-session documents will be made available on the website of the Convention. Making a meeting paperless considerably reduces its cost and carbon footprint. A paperless meeting also makes it easier for participants to locate documents.

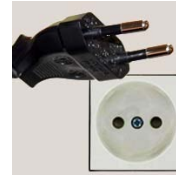
To facilitate the paperless nature of the meetings, participants are requested to ensure the following:

- Each participant should bring a laptop computer containing basic applications, including Microsoft Office Word, Excel and PowerPoint, Adobe Acrobat Reader and updated antivirus software.
- Laptops should be pre-checked for viruses and confirmed as virus-free prior to arrival at the meetings. Virus free laptops are crucial to the success of a paperless meeting.
- Participants should bring a memory stick that has been pre-checked for viruses for the purpose of transferring documents.
- Laptops should be configured for a standard wireless (wi-fi) connection. If in doubt, please check with your local information technology expert.
- Participants should bring an appropriate adaptor to enable laptops to be connected to Latvian power sockets (please see below).
- When completing the meeting registration form, participants should include a current e-mail address so that they can be sent correspondence related to the meeting.

Weather

July is the warmest month in Latvia with an average temperature of 20°C. Note that the evenings can become cool. The days are long with the sun rising before 5 am and setting – after 10 pm.

Electricity in Latvia is 230 volts, 50 Hertz. It is recommended that you bring a plug-adaptor for use with laptop computers and other electrical devices. The Secretariat will not be able to provide adaptors at the meeting.



About Riga

Riga is the capital of Latvia. Officially founded in 1201, the city presents a mix of cultures and architectural styles developed throughout different historical periods. The Daugava, also referred to as the River of Destiny by Latvians, flows through Riga into the Gulf of Riga about 10 kilometres from the city centre. Because of its location and harbour, which rarely freezes, Riga has developed into a significant transportation hub. Riga has always been a dynamic and innovative centre, and remains to this day a vibrant and lively city with a host of creative quarters to explore. It is therefore with good reason that Riga has been called the 'city of inspiration'. Enjoy a leisurely walk around the Old Town – the historic centre of Riga, which is a UNESCO World Heritage Site – and its surroundings.

Useful information about Riga can be found on www.liveriga.com/en.