

25th Baltic Sea Parliamentary Conference

28–30 August 2016

PRACTICAL INFORMATION

<i>VENUES</i>	<p>Saeima of the Republic of Latvia <i>Jēkaba iela 11, 10/12, Rīga, LV-1811</i> <i>and</i> Academic Center for Natural Sciences, University of Latvia <i>Jelgavas iela 1, Rīga, LV-1004</i></p>								
<i>PREMISES</i>	<p>Saeima – 28 August: Jēkaba iela 10/12, Room 409, 4th floor; 29 August: Jēkaba ielā 11, <i>entry from the Klosterā iela</i>, Red Room, Yellow Room and Voting Room; 29 – 30 August: Academic Center for Natural Sciences, <i>Jelgavas iela 1, Rīga</i></p>								
<i>ARRIVAL/ DEPARTURE AND LOCAL TRANSFERS</i>	<p>Participants are kindly requested to make their own arrangements for transportation from and to the airport. Rīga International Airport is approximately 13 km from the city centre and the Saeima. For more information on Rīga International Airport, visit http://www.riga-airport.com/lv.</p> <p>Taxi fare is approximately EUR 15. The following taxi companies are recommended by the organisers: Baltic Taxi: phone (+371) 2000 8500; (+371) 6700 8500 Rīgas Taksometru parks (Red Cab): phone (+371) 8000 1313</p> <p style="color: red;">The organisers will provide transportation from the below-mentioned hotel to the venues of meetings and cultural events.</p>								
<i>HOTEL</i>	<p>Due to high hotel occupancy, participants are kindly requested to make their hotel bookings ahead of time. The deadline for hotel booking is 20 June 2016, and rooms will be assigned on a first-come first-served basis. After this date, rooms will be booked according to their availability. Participants have to cover their own accommodation costs.</p> <p>Radisson Blu Hotel Latvija**** Elizabetes iela 55, Rīga, LV-1010 Stunning views of Rīga cityscape</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Room</th><th style="text-align: left;">Rate (EUR)</th></tr> <tr> <td>Standard</td><td>95</td></tr> <tr> <td>Superior class</td><td>115</td></tr> <tr> <td>Business class</td><td>165</td></tr> </table> <p>Online booking: click here</p>	Room	Rate (EUR)	Standard	95	Superior class	115	Business class	165
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REGISTRATION	<p>Online registration</p> <p>Each participant is kindly requested to register online at http://saeima.lv/lv/bcpc2016 by 20 June 2016.</p> <p>On-site registration</p> <p>On 28 August 2016 from 9:00 to 20:00, registration of participants will take place at Conference registration desks in the hotel.</p> <p>Delegations arriving later will have the opportunity to register on 29 and 30 August at the main venue (Academic Center for Natural Sciences).</p> <p>Upon registration, participants will receive their badge and conference folder. Participants are kindly asked to wear their badges throughout the event. If a badge is lost, please contact the organisers immediately.</p>																					
DOCUMENTS	<p>The draft resolution of the Conference will be sent to participants by the BSPC Secretariat. Programme updates and other relevant information will be distributed shortly before the event.</p> <p>All documents are available in English.</p> <p>Following the event, the final version of Conference papers will be published on www.bspc.net.</p>																					
INTERPRETING	<p>Simultaneous interpreting into the following languages will be provided in the plenary room:</p> <table><tr><td>Channel 0</td><td>–</td><td>floor</td></tr><tr><td>Channel I</td><td>–</td><td>Latvian</td></tr><tr><td>Channel II</td><td>–</td><td>English</td></tr><tr><td>Channel III</td><td>–</td><td>German</td></tr><tr><td>Channel IV</td><td>–</td><td>a Scandinavian language, TBD</td></tr><tr><td>Channel V</td><td>–</td><td>Russian</td></tr><tr><td>Channel VI</td><td>–</td><td>Polish</td></tr></table> <p>The Drafting Committee and Standing Committee will have interpreting provided into English and Russian.</p> <p>Additional booths for interpreters accompanying delegations will be provided free of charge. Please inform the organisers about the need for additional booths in advance but no later than 27 May 2016.</p>	Channel 0	–	floor	Channel I	–	Latvian	Channel II	–	English	Channel III	–	German	Channel IV	–	a Scandinavian language, TBD	Channel V	–	Russian	Channel VI	–	Polish
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TAKING THE	<p>Participants who wish to take the floor during the event are kindly requested to fill out the request-for-the-floor cards. These cards will be provided in</p>																					

<i>FLOOR</i>	conference folders and available at the event venue as well. The floor will be given in the order that the request-for-the-floor cards are submitted.
<i>FACILITIES</i>	Computers, printers and copiers will be available at the Secretariat room.
<i>INTERNET</i>	Open Wi-Fi connection is available in the Saeima buildings /SAEIMA/. Open Wi-Fi connection is available at the Conference venue
<i>SMOKING</i>	In Latvia, smoking is prohibited in offices, restaurants, cafes, public transport and other indoor public premises with the exception of specially designated areas. Smoking is allowed outdoors but not within a 10-meter radius from building entrances. In the Saeima building, smoking indoors is allowed in a specially designated area.
<i>CATERING</i>	On Sunday, 28 August, a coffee break with snacks will be available to members of the Drafting Committee and Standing Committee. During the Conference, lunch for participants will be served on the 2 nd floor of the Academic Center for Natural Sciences. Coffee, tea and water will be readily available throughout the event. Participants are kindly asked to refrain from taking food and drinks into the plenary room. Vegetarians and persons with allergies are kindly asked to inform the organisers in advance by indicating the relevant information in the registration form.
<i>CULTURAL AGENDA</i>	On 28 August 2016, the Rundāle Palace will host a culture programme and a reception by Jānis Vucāns , President of the BSPC, to mark the 25 th anniversary of the Baltic Sea Parliamentary Conference.
<i>LOCAL TIME</i>	Time zone in Latvia is GMT+2.
<i>CLIMATE</i>	Average temperature in late August: Weather forecasts and other information about the climate in Latvia are available on the webpage of the Latvian Hydrometeorological Service at http://www.meteo.lv/en .
<i>CURRENCY</i>	The currency of the Republic of Latvia is the euro (EUR).
<i>INFORMATION</i>	During the event, an information desk will be available at the venue.
<i>DISCOVER LATVIA</i>	www.latvia.travel – provides information on all major sightseeing spots in Latvia. Come to Riga, but stay and enjoy the beauty of the rest of the country. www.liveriga.com – highlights various experiences available in Riga and provides useful information for traveling to Riga, from Internet access to emergency care. www.latvia.eu – offers background information, resources and general facts

	<p>about Latvia; contains videos and blogs about the country, its people, culture, economy and much more. Visit the site for detailed facts about Latvia and life here.</p> <p>www.liaa.gov.lv – get to know Latvia and find out what makes the country a fertile ground for investment and business.</p>
<i>EMBASSIES</i>	For information on embassies located in Riga click here .
<i>CONTACTS</i>	<p>Ingrīda Stickenko Senior Consultant of the Interparliamentary Relations Bureau of the Saeima Phone: +371 6708 7335 E-mail: Ingrida.Stickenko@saeima.lv</p> <p>Ieva Rublevska Senior Consultant of the Interparliamentary Relations Bureau of the Saeima Phone: +371 6708 7367 E-mail: Ieva.Rublevska@saeima.lv</p> <p>Anete Penka <i>Hotel and Registration</i> Senior Consultant of the Interparliamentary Relations Bureau of the Saeima Phone: +371 6708 7330 E-mail: Anete.Penka@saeima.lv</p>