



COUNCIL OF EUROPE



CONSEIL DE L'EUROPE



REGIONAL CONFERENCE

**FROM SIGNATURE TO RATIFICATION AND IMPLEMENTATION OF
THE COUNCIL OF EUROPE CONVENTION ON COUNTERFEITING
OF MEDICAL PRODUCTS AND SIMILAR CRIMES
INVOLVING THREATS TO PUBLIC HEALTH
(MEDICRIME CONVENTION)**

Madrid, Spain, 21-22 November 2013



PRACTICAL INFORMATION



DATE AND VENUE

The Regional Conference entitled “*From signature to ratification and implementation of the Council of Europe Convention on the counterfeiting of medical products and similar crimes involving threats to public health (MEDICRIME Convention)*” will take place in the building of the Ministry of Education (in front of the building of the Ministry of Justice), on 21-22 November 2013.

- **Venue Address:** San Bernardo Street, N.49. Madrid (Spain) **Map enclosed**

WORKING LANGUAGES

The working languages of the Conference will be English, French and Spanish with simultaneous interpretation.

REGISTRATION

Every participant to the Regional Conference should be fully registered. Please find below the link to the registration form:

http://a.cs.coe.int/team10/medicrime_madrid2013/Formulaires/English_form.aspx

DOCUMENTATION

All the relevant documents of the Conference will be available on the following website which will be updated regularly: www.coe.int/medicrime (right side of the webpage under “News”)

SOCIAL PROGRAMME

A social event is scheduled on Thursday 21 November 2013. Participation in the social programme **must be confirmed** to the Council of Europe Secretariat when making the online registration

This event will consist on a guided walk to the historical city centre. It is free of charge for the participants to the conference (offered by the Madrid City Hall)

ACCOMMODATION

Accommodation will be provided for all participants (representatives from the participating countries) to the Regional conference from 20- 22 November (2 nights).

The accommodation **also includes breakfast**.

Reservations and payment of the rooms will be made by the Council of Europe. Consequently, the daily allowances will be reduced accordingly. Please note that **any extra hotel expenses (e.g. phone calls, dry cleaning, mini-bar, etc.) will be borne by the occupant of the room**.

Hotel Venue:

HOTEL VINCI CAPITOL

c/ Gran Vía, N. 41
E- 28013 Madrid
Spain
Tel: +34 91 521 83 91

MEALS

During the conference, one lunch is provided for the participants (21 November 2013). Consequently, the daily allowances will be reduced accordingly.

Moreover, a wine testing offered by the Ministry of Justice of Spain will be offered at the end of the conference (22 November 2013) in the same building where the lunch took place.

Venue: Parcent Palace, San Bernardo Street N. 62 (in front of the Conference venue).

TRAVEL TO/FROM SPAIN

Travel expenses for international participants representing a participating country between their place of residence and the place of the meeting will be borne by the Council of Europe in accordance with the Council of Europe rules. **The Council of Europe Secretariat will arrange prepaid electronic tickets.**

Those participants who prefer to arrange their travel on their own are kindly requested to do so in the most economical manner. Their travel expenses will only be reimbursed by a bank transfer after the Conference and upon presentation of documentary evidence of the sum actually paid (invoice, copy of credit card slip, etc.). **If an invoice is provided, this must be the original document issued by the travel agency or airline that issued the ticket.** If an electronic ticket is purchased, a confirmation of the online booking giving the total cost of the ticket must be provided, along with proof of payment (invoice, credit card slip, monthly or internet bank statement). This evidence of the expenditure together with the relevant travel tickets (plane, train, etc.) should be attached to the completed claim form for reimbursement. All these documents should be returned to the Secretariat at the latest at the end of the meeting.

If no public transport is used, travel expenses will be reimbursed according to Article 6 of the Rules.

TRAVEL TO/FROM AIRPORT

The travel to/from Madrid airport (Barajas) to the hotel **will be borne by each participant.** Participants have several options to get from Madrid Barajas airport to the hotel.

- **METRO (underground rail service)**

Madrid's Barajas Airport has Metro stations in Terminal T2 and the Terminal T4. Trains leave every 5 minutes from 6.00am to 2.00am. Line 8 goes straight to the *Nuevos Ministerios* Metro station in the centre of Madrid, with a journey time of just 12 minutes. From there other metro trains connections can be chosen.

The price of a single journey to or from the airport is currently 5 euros, which includes a supplementary airport charge. If you already possess a valid Metro ticket, you can simply purchase the airport supplementary ticket.

You will need to transfer a couple of times to get to the hotel. Consider this when lugging about a large suitcase!

The closest Metro stations to the hotel are the following:

- **Callao (Line 5) -in front of the hotel-**
- Santo Domingo (Line 2)
- Plaza España (Line 10)

- **Map of Madrid metro:**

www.metromadrid.es/export/sites/metro/comun/documentos/planos/Planoesquematicoingles.pdf

Metro English version: www.metromadrid.es/en/index.html

Metro Spanish version: www.metromadrid.es/

- **TRAIN**

Madrid Barajas Airport trains start from terminal 4 to Sol station (city center). Passengers arriving by train at terminal 4 can take a free shuttle busses to the other three terminals.

- **TAXI**

The most convenient option for some, but expensive for others. The taxi expenses will be borne by each participant.

Taxis are white with a diagonal red stripe on the front doors and the city's coat of arms. A green light on the roof, and the LIBRE (free) sign behind the windscreen indicate when the taxi is available for hire.

Different Taxi companies available:

- Radio Taxi Independiente: (+34) 914 05 12 13
- Radiotelefono Taxi: (+34) 915 47 82 00
- Servitaximadrid: (+34) 91 230 26 69
- Taxi Mercedes Madrid: (+34) 91 112 45 60
- Tele Taxi: (+34) 913 71 21 31.

INSURANCE

Specific travel-related risks are covered by a CHARTIS insurance policy (number 2.004.761), which provides cover for persons up to their 76th birthday. The following help line CHARTIS Assistance 24 Hours can be called in case of need: (32) 3 253 69 16.

It is not necessary to take out a supplementary insurance policy and such a policy will not be reimbursed by the Council of Europe.

CONTACTS

For more information regarding the Conference, please contact:

- In Strasbourg

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