

**25TH COUNCIL OF EUROPE CONFERENCE
 OF DIRECTORS OF PRISON AND PROBATION SERVICES**
 9-10 November 2020, Strasbourg, France



PRACTICAL INFORMATION

- **DATE AND VENUE:** The 25th Council of Europe Conference of Directors of Prison and Probation Services will take place in Rooms 1 and 2, second floor, Palais de l'Europe Building, Council of Europe, 2 avenue de l'Europe, Strasbourg. It will start at 14.30 (2.30 p.m.) on Monday 9th November and will end at 16.00 (4.00 p.m.) on Tuesday 10th November 2020.
- **WORKING LANGUAGES:** The working languages of the Conference will be English and French with simultaneous interpretation.
- **REGISTRATION:** Participation in this Conference is on invitation only. Each participant in the Conference has to register using the online registration form available on the Conference website (www.coe.int/cdpps2020).
- **WORKING DOCUMENTS:** All working documents for the Conference will be posted on the Conference website, which will be regularly updated. Please note that no working documents will be printed out and distributed during the Conference.
- **ACCOMMODATION:** Below is a list of suggested hotels. The participants are invited to reserve their room at the earliest convenience by using the links to the respective hotels.

<u>HÔTEL HILTON</u>	The Frankfurt Airport shuttle bus stops in front of it and tram E links it directly with the Council of Europe.
<u>HÔTEL MERCURE PALAIS DES CONGRÈS</u>	The Frankfurt Airport shuttle bus stops next to it and tram E links it directly with the Council of Europe.
<u>HÔTEL MERCURE GARE</u>	The Frankfurt Airport shuttle bus stops at the railway station.
<u>NOVOTEL</u>	In the city centre, good transport connections.
<u>SOFITEL</u>	In the city centre, good transport connections.
<u>HÔTEL MAISON ROUGE</u>	In the city centre, good transport connections.
<u>HÔTEL DES PRINCES</u>	At a walking distance to the Council of Europe.
<u>HÔTEL BACH</u>	At a walking distance to the Council of Europe.

- **TRANSPORT:** Transport will not be provided from the airport to the city. There are taxis and also a train which brings (in 7-10 minutes) the travellers to the Strasbourg Central Railway Station. One-way ticket costs 2.80€. You can consult the timetable [here](#).

- **VISAS:** Participants are invited to check whether they need a visa during their stay in France (https://france-visas.gouv.fr/en_US/web/france-visas/country-choice?caller=select) and follow the procedure indicated by the French Consulate/Embassy in their country. If necessary, participants may contact the Council of Europe Secretariat, which will be able to provide a letter of support or contact the Protocol Service of the Council of Europe in order to facilitate the process. Additional information about visas for France can be found at: https://france-visas.gouv.fr/en_US/web/france-visas/; https://france-visas.gouv.fr/en_US/web/france-visas/ai-je-besoin-d-un-visa
- **INSURANCE:** Certain specific travel risks are covered by the Council of Europe's travel insurance policy CHARTIS (number 2.004.761), which offers cover to people until their 76th birthday. In order to obtain a visa, it is not necessary to take out an additional insurance and the price paid for such insurance will not be reimbursed by the Council of Europe.
- **CURRENCY EXCHANGE:** Local currency is Euro. A currency exchange point is located at Strasbourg International Airport. The airport also has cash dispensers (ATMs).
- **WEATHER:** November weather Averages

Max Daytime Temperature (°C)	9°C
Min Night-time Temperature (°C)	3°C
Hours of Sunshine (Daily)	9.40 hours per day

➤ **USEFUL TO KNOW:**

Local time: Central European Time (CET) (GMT +1 hour)

Electric appliances: For France there are two associated plug types, types C and E. Plug type C is the plug which has two round pins and plug type E is the plug which has two round pins and a hole for the socket's male earthing pin. France operates on a 230V supply voltage and 50Hz.



Emergency numbers in France: The European emergency number 112 as well as French national emergency numbers: 15 - medical emergency. 17 - police.

If your passport has been stolen, contact your embassy immediately for instructions as to what to do next. You generally need to make a statement at a police station to start any kind of official procedure (insurance, applying for a new passport etc...).

➤ **PLACES TO SEE AND VISIT:**

[Strasbourg](#)
[Alsace](#)