

Workshop for the North Atlantic, the Baltic Sea, the Mediterranean Sea and the Black Sea, under the auspices of the United Nations, in support of the Regular Process for global reporting and assessment of the state of the marine environment, including socio-economic aspects

Brussels, Belgium, 27-29 June 2012

Information for participants
Note by the Secretariat

I. Background

1. As recommended by the General Assembly Ad Hoc Working Group of the Whole in February 2011, workshops are recognized as a key mechanism by which the First Global Integrated Marine Assessment will be accomplished and States can enhance their assessment capacity. Workshops will facilitate dialogue between the Group of Experts of the Regular Process (the “Group of Experts”) and representatives and experts from States and competent intergovernmental organizations.

2. Pursuant to the guidelines for workshops (the “Guidelines”) adopted by the General Assembly Ad Hoc Working Group of the Whole on 28 June 2011, workshops are organized under the auspices of the United Nations, in coordination with the secretariat of the Regular Process, represented by the Division for Ocean Affairs and the Law of the Sea, Office of Legal Affairs, United Nations (the “Division”) and with the assistance of members of the Group of Experts.

3. According to the Guidelines, the objectives of the workshops are to:

- a. Review and evaluate all assessments considered by the participants to be relevant to the sea area under consideration and, on the basis of those evaluations, compile an inventory of assessments likely to be useful for the Regular Process. The assessments to be considered should be both those related to environmental issues and those related to socio-economic issues. If necessary, arrangements should be initiated for access to those assessments by the Group of Experts and the secretariat of the Regular Process;
- b. Start building a network between experts and organizations taking part in each workshop, and the Group of Experts and the secretariat of the Regular Process;
- c. Identify the capacity-building needs of States taking part in the workshop needed to allow them to contribute more fully to, and benefit more fully from, the Regular Process, including identification of priorities, and identify steps that those States could usefully take to build the capacities of competent intergovernmental organizations (if any) through which the States collaborate;
- d. Start building capacity for integrated assessment, which could include discussing and developing:
 - (i) common information content for assessments at various scales and common approaches towards assessment methodologies;
 - (ii) approaches for scaling up assessments (national, subregional, regional, global – that is, establishing how far assessments at one level can be used at other levels); and
 - (iii) reporting forms to assist the integration process, with the aim of securing coherence, consistency and comparability as far as possible;
- e. Consider the linkages between driving factors and the state of the marine environment as reflected in assessment.

4. The Government of Belgium offered to host a Workshop in support of the Regular Process in Brussels, from 27 to 29 June 2012. The Workshop will be held under the auspices of the United Nations. It will cover the North Atlantic, the Baltic Sea, the Mediterranean Sea and the Black Sea. The European Union will provide financial and logistic support.

II. Venue and date of the Workshop

5. The Workshop will take place in the Arenberg Room of the Egmont Palace in Brussels, Belgium. It will start at 9:00 a.m. on 27 June 2012. Registered participants are requested to come in the hall outside the Arenberg Room at 8:30 a.m.

Address:
Egmont Palace
Petit Sablon 8, 1000 Brussels, Belgium

III. Chair(s) and secretarial support

6. Pursuant to the Guidelines, host Member States should designate a Chair (or Co-Chairs) of the workshops. Hosts may consider inviting a member of the Group of Experts to be the Chair, or a Co-Chair, of the workshops.

7. The Government of Belgium will provide support staff to organize proceedings in consultation with the secretariat of the Regular Process.

IV. Agenda and activities of the Workshop

8. The provisional agenda of the Workshop, together with relevant documentation, will be posted prior to the Workshop on the website of the Division:

http://www.un.org/Depts/los/global_reporting/global_reporting.htm

Pursuant to the Guidelines, the agenda of the Workshop will include, as far as possible, the elements listed in Appendix II to the Guidelines.

9. Pursuant to the Guidelines, an important part of the Workshop will be making a start on capacity-building on how to carry out integrated assessments, so that the participants to the Workshop can better understand, and contribute to, the work of the Regular Process.

10. The activities of the Workshop will take full account of the principles for the Regular Process recommended by the General Assembly Ad Hoc Working Group of the Whole and endorsed by the General Assembly in 2009, and the recommendations adopted by the General Assembly Ad Hoc Working Group of the Whole in 2010, 2011 and 2012.

V. Interpretation

11. The Workshop will be conducted in English and French.

12. Any participant may make a statement in a language other than English or French. In that case, the participant must provide either interpretation services or a written text of the statement in English or French. The interpreted version of the statement or the written text submitted in English or French will be considered by the secretariat of the Workshop to represent the official text of the statement and will be used by interpreters as the basis for interpretation into either English or French.

VI. Preliminary information and output of the Workshop

13. The official documentation of the Workshop will be issued in English.

14. Pursuant to the Guidelines, participants in the Workshop will be asked to provide, by 1 June 2012, contributions on the information listed in Appendix I to the Guidelines. Members of the Group of Experts will help this process with advice and, as appropriate, relevant documentation.

15. The output of the Workshop will take the form of a summary of the discussions prepared by the Chair or Co-Chairs with the help of the members of the Group of Experts. Provision will be made for the participants to comment on a draft of the summary and for the final version to be revised by the Chair or Co-Chairs and members of the Group of Experts in the light of such comments.

16. An electronic copy of the final version of the summary will be sent to the secretariat of the Regular Process, to be posted on its website as a United Nations document and/or on the Regular Process website.

VII. List of participants

17. The secretariat of the Regular Process, in coordination with the Government of Belgium, will publish a list of participants to the Workshop.

18. Participants are requested to submit the accompanying registration form for each of their representatives to the secretariat of the Regular Process (fax: 1 212 963 5847, or a scanned copy to doalos@un.org, with a copy to Mr. Marco Boccia at boccia@un.org), and the Department of Environment of the Federal Government of Belgium (scanned copy to Mrs. Saskia Van Gaever at saskia.vangaever@milieu.belgie.be) before 8 June 2012.

VIII. Visa requirements

19. When to apply: it is advisable to apply for a Schengen visa at least three weeks prior to the departure date.

20. Where to apply: visa applicants must appear in person at the Embassies or Consulates General of Belgium in their countries. In most Embassies, the visa applicant will be photographed and fingerprinted at the time of submission of the visa application. The biometric data collected will be sent electronically to all Schengen borders and verified at any point of entry into the Schengen zone.

21. What to submit:

- a. A valid passport: The passport must not be older than ten years and needs to be valid for at least three months beyond the intended duration of stay in the Schengen territory and needs to contain at least two empty pages when applying for the visa.
- b. One passport-size color picture.
- c. One visa application form, duly filled in, dated and signed.
- d. Proof establishing the purpose of the trip, for example a letter of invitation to the Workshop.
- e. Proof of sufficient funds to cover the cost of the intended stay, including travelling and lodging expenses.
- f. Proof of lodging (hotel reservations).
- g. Proof that the applicant can continue the trip after his/her visit to the Schengen countries (return airline ticket or ticket for further travel and visa, if required).
- h. Proof of travel health/accident insurance to cover possible medical expenses and/or hospitalization costs, including a repatriation clause for medical reasons, while traveling in Belgium or in other Schengen countries. The minimum coverage of the insurance is €30,000.
- i. The issuance of visas will be free of charge for the participants in the Workshop invited by the United Nations.

22. Please note that submitting the aforementioned documents does not guarantee automatic issuance of a visa. The consul may always request supplementary documentation or additional proof of solvency.

The holder of a Schengen visa is still subject to immigration control upon his/her first entry into a Schengen country and is, therefore, not guaranteed automatic entry.

IX. Arrival in Brussels and local transportation

23. Brussels Airport is the closest international airport to Brussels city centre and it is reachable by train, bus, taxi or car. Arrival gates are at level 2 of the airport. The airport train station is located below the terminal (basement level -1). Up to four trains an hour connect the airport to Brussels North, Brussels Central and Brussels Midi stations. The train ride takes approximately twenty minutes from the airport to Brussels Central station, which is connected to the underground railway network and is within walking distance of most of the hotels. Tickets for the train may be purchased at the ticket desk or one of the grey ticket machines located in the station concourse. Further information on transportation from/to the airport, arrivals and departures may be found at <http://www.brusselsairport.be/en/>.

24. Taxis are available outside the arrivals lounge at the airport. A taxi ride to central Brussels is expensive.

25. Brussels Midi is Brussels' international railway station. All Thalys (Netherlands, France and Germany), ICE (Germany) and Eurostar (United Kingdom) services to Brussels end there. It is possible to reach the conference venue and most of the hotels by metro from Brussels Midi, line 2 (orange) or 6 (blue), direction Simonis/Elisabeth, getting off at "Louise" or "Porte de Namur". At Brussels Midi, it is also possible to change to a train to Brussels Central.

26. The Egmont Palace is within two minutes walking distance from both the "Louise" and the "Porte de Namur" metro stations via Le Passage de Milan (a gallery built in the old stables of the Egmont Palace). From Brussels Central, it is most convenient to take line 1 (violet) direction Stockel, or line 5 (yellow) direction Hermann-Debroux, and then change at "Arts-Loi" to line 2 (orange) direction Simonis/Leopold II, or 6 (blue) direction Roi Baudouin, and get off at the "Louise" or the "Porte de Namur" underground stations.

27. The conference venue and all the hotels are within walking distance of one another. A ticket costs €1.70 and must be purchased in the underground stations. A five-journey ticket, which may be used by different people, costs €7.30. STIB is the Brussels company responsible for the city's public transport. A ticket entitles the holder to one journey, with changes if necessary, anywhere in the STIB network (underground, tram and bus).

X. Climate and clothing

28. Brussels has a maritime temperate climate, characterized by warm summers. The city has a high average annual rainfall, and visitors can expect a downpour any time of year. In late June, temperatures range from around 68°F (20°C) to 80°F (27°C).

XI. Voltage

29. Brussels operates on 220 volts, 50 hertz. Travelers with computers, shavers, tape recorders and other appliances should carry a plug adapter kit.

XII. Currency

30. The monetary unit in Belgium is the Euro (€). The currency exchange rates listed below are only for reference.

Currency Exchange Rates (14 March 2012) €100	Currency
82.69	British pound
126.57	US dollar

XIII. Hotel accommodation

31. The following list includes other hotels available in the area. Participants to the Workshop are responsible for their own reservations.

Best Western Premier ‘Carrefour de l’Europe’

Rue Marché aux Herbes 110, Brussels
Website: <http://www.carrefourhotel.be/>

Chambord

Rue de Namur 82, Brussels
Website: <http://www.hotel-chambord.be/>

Eurostars Hotel Sablon

Rue de la Paille 8, Brussels
Website: <http://www.eurostarssablon.com/EN/hotel.html>

Hilton

Boulevard de Waterloo 38, Brussels
Website: http://www1.hilton.com/en_US/hi/hotel/BRUHITW-Hilton-Brussels-hotel/index.do

Ibis ‘Off Grand Place’

Rue du Marché aux Herbes 100, Brussels
Website: <http://www.ibishotel.com/gb/hotel-1046-ibis-brussels-off-grand-place/index.shtml>

NH Brussels Centre

Chaussée De Charleroi 17, Brussels
Website: <http://www.nh-hotels.com/nh/en/hotels/belgium/brussels/nh-brussels-city-centre.html>

NH Grand Sablon

Rue Bodenbroek 2/4, Brussels
Website: <http://www.nh-hotels.com/nh/en/hotels/belgium/brussels/nh-hotel-du-grandsablon.html>

Novotel ‘Off Grand Place’

Rue du Marché Aux Herbes 120, Brussels
Website: <http://www.novotel.com/gb/hotel-1030-novotel-brussels-off-grand-place/index.shtml>

Sofitel 'Le Louise'

Avenue de la Toison d Or 40, Brussels

Website: <http://www.sofitel.com/gb/hotel-1071-sofitel-brussels-le-louise/index.shtml>

Thon Bristol Stephanie

Avenue Louise 91-93, Brussels

Website: <http://www.thonhotels.be/bristolstephanie>

Thon Stanhope

Rue du Commerce 9, Brussels

Website: <http://www.thonhotels.be/hotels/countrys/belgique/bruxelles/stanhope-hotel>

XIV. First aid and health services

32. A medical service from the Belgian Red Cross will be available at the Workshop venue to participants requiring first aid medical assistance.

33. The closest local hospital is 2,5 km from the Workshop premises. All costs incurred in the hospital or for other medical care will be the responsibility of each individual participant.

Clinique Saint-Jean

Phone: +32 (0)2 221 91 11

Address: Boulevard du Jardin Botanique 32, 1000 Brussels

Phone for Emergency Treatment: +32 (0)2 221 91 00

XV. Workshop officials

34. Following is a list of officials of the Workshop:

Overall Coordination

Mrs. Sophie Mirgaux

Federal Public Service Health, Food Chain Security and Environment

DG Environment

Service Marine Environment

Place Victor Horta 40/10, 1060 Brussels

Sophie.Mirgaux@milieu.belgie.be

Mrs. Saskia Van Gaever

Federal Public Service Health, Food Chain Security and Environment

DG Environment

Service Marine Environment

Place Victor Horta 40/10, 1060 Brussels

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United Nations

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Group of Experts

Lorna Iniss
Alan Simcock
Chul Park
Jake Rice
Georg Martin
Andrew Rosenberg
Peter Harris
Saskia Van Gaever

35. Information on the Workshop can be accessed through the Internet at the following websites:
http://www.un.org/Depts/los/global_reporting/global_reporting.htm
<http://regularprocess.iode.org/>