

General Information

1. CONFERENCE PLACE

Sala do Senado
Assembleia da República
Palácio de S. Bento
1249-068 Lisboa

2. HOTELS

HOTEL REGISTRATION UNTIL THE 10TH JUNE

The Conference hotels are close to the Parliament and to each other, in the centre of Lisbon:

HOTEL TIVOLI LISBOA ***** Av. da Liberdade, 185 1269-050 Lisboa Portugal Tel: 351 21 319 89 33 Fax: 351 21 319 89 37 e-mail: rita.verissimo@tivolihotels.com www.tivolihotels.com	Single - 140,00 EUR per night Double - 150,00 EUR per night
HOTEL TIVOLI JARDIM **** Av. da Liberdade, 185 1269-050 Lisboa Portugal Tel: 351 21 319 89 33 Fax: 351 21 319 89 37 e-mail: rita.verissimo@tivolihotels.com www.tivolihotels.com	Single - 111,00 EUR per night Double - 121,00 EUR per night
HOTEL MARQUÊS DE POMBAL **** Av. da Liberdade, 243 1250-143 Lisboa Portugal Tel: 351 21 319 79 34 Fax: 351 21 319 79 94 e-mail: susana@hotel-marquesdepombal.pt www.hotel-marquesdepombal.pt	Single - 99,00 EUR per night Double - 111,00 EUR per night Susana Alfaiate / Elsa Rodrigues

3. TRANSPORT

Transport will be provided to all participants during the Conference Programme.

If alternative transport is needed:

UNDERGROUND: The nearest station to the conference hotels is Avenida

TAXI SERVICE:

Táxis Autocoope - Cooperativa de Táxis de Lisboa	- 217 932 756
Táxis Eurocoope - Cooperativa de Táxis de Lisboa	- 213 430 677
Táxis Retális - Rádio Táxis de Lisboa	- 218 119 000

4. REGISTRATION OF THE DELEGATIONS

The **registration service** for the Delegations will be available at the hotels from 16.00 until 18.00 on 9 July and at 09.00 of 10 July at the Assembly of the Republic.

Upon registration, participants will receive the respective **identification badges**, which must be worn at all times during the Conference.

The **portfolios** containing **documentation** and **invitations** for social activities will be available in the rooms.

5. IDENTIFICATION BADGES

For security reasons, participants are requested to wear their identification badges in a clearly visible manner. Should the badges be lost, please contact the Conference Secretariat to obtain another badge, so that the Security Services may be informed.

The badges will have the following colours:

Presidents or Heads of Delegation	BLUE
Other Parliamentarians	YELLOW
Diplomatic Corps	ORANGE
Staff Members	RED
Conference Secretariat	GREEN
Security	GREY
Press	WHITE

We recommend that the participants carry their identity cards or passports with them.

6. INTERPRETATION AND TRANSLATION

Documentation will be distributed under the terms of paragraph 9 of COSAC's Rules of Procedure.

Simultaneous interpretation will be provided in English and French.

Some Delegations will bring their own interpreters.

7. COFFEE BREAK

A coffee break service will be provided during Conference meetings.

8. PRESS

The Conference is public and the press will be allowed to stay in a specific zone of the Conference room.

9. MEDICAL ASSISTANCE

Medical assistance will be available throughout the Conference, including an emergency service, ensured by the Medical Emergency Institute.

The national emergency number is 112.

10. PHARMACIES

The nearest pharmacies to the Parliament are:

FARMÁCIA CASTRO - Rua São Bento, N° 199 - A, 1250-219 Lisboa | Tel: **21 396 05 13**

FARMACIA MICAEL - Rua de São Bento, N° 380 / 382, 1200-822 Lisboa | Tel: **21 396 21 62**

11. SECURITY

The Assembly of the Republic will provide the appropriate security measures, which are ensured by the National Security Services.

12. CLIMATE

Temperatures in July are usually very high.

13. CURRENCY EXCHANGE

The Portuguese currency is the **EURO**. Both the Conference hotels and the bank agency at the Assembly of the Republic can provide currency exchange.

14. TELECOMMUNICATIONS AND OTHER ASSISTANCE

The Conference will provide telephone, fax, electronic mail and Internet services, which can be used to contact the participants.

There is a post office at the Parliament Building.

ASSEMBLEIA DA REPÚBLICA

Palácio de S. Bento
1249-068 Lisboa
Tel.: 00 351 21 391 90 00
www.parlamento.pt

Contacts for the Conference:

Tel.: 00 351 21 391 9018
Fax: 00 351 21 393 69 43

3-CAE@ar.parlamento.pt
cosac.lisboa2007@ar.parlamento.pt