

Meeting Information

Meeting site

The Swedish Parliament (Riksdagen)
SE-100 12 Stockholm,
Sweden Entrance:
Riksplan Telephone: +46 8 786 40 00 (switchboard)
Fax: +46 8 786 61 63

Meeting venue

The meeting will be held in the Gallery (*Sammanbindningsbanan*), which is located in the East building of Parliament (see attached map).

Transportation

Bus transportation will be provided from Hotel Sergel Plaza.

Registration

Participants will receive their identity badges and other material when they register at the meeting venue at 08.30 on the 9 April.

Security and identity badges

The Riksdag will implement appropriate security measures. All participants are requested to wear their identity badges throughout the entire meeting.

Medical service

A qualified nurse will be available during the meeting hours.

Interpretation

Simultaneous interpretation will be provided in English and French.

Meeting Service

Telephone, fax services and computers with Internet connection will be available.

Press service

Questions related to the press and other media can be addressed to Ms Nadja Debove Häggström, phone: 08-786 42 83.

Web sites

<http://www.cosac.org>
<http://www.riksdagen.se>

Coffee breaks

Besides coffee breaks a permanent coffee and tea service will be provided during the Meeting.

Smoking

In the parliament buildings, smoking is restricted to certain areas marked by signs. Smoking is not permitted in other areas. Delegates are kindly requested to respect this rule.

Secretariat	Phone
Ms Ingrid Larén Marklund <i>Committee Secretary</i>	08-786 43 05
Mr Hans Hegeland <i>Deputy Secretary</i>	08-786 42 70
Ms Anita Linder <i>Deputy Secretary</i>	08-786 44 16
Ms Eva Sterndal <i>Principal Administrative Officer</i>	08-786 43 54
Ms Frida Sandehorn <i>Senior Clerical Officer</i>	08-786 58 27
Ms Monica Höglund <i>Senior Clerical Officer</i>	08-786 42 46
Mr Joachim Claesson <i>Clerical Officer</i>	08-786 42 14
Ms Eva Brolin Conference <i>co-ordinator, International Department</i>	08-786 41 42

General information

Hotel

Scandic hotel Sergel Plaza

Brunkebergstorg 9
SE 103 27 Stockholm
Phone + 46 8 517 263 00
Fax + 46 8 517 263 11

Arlanda airport

To reach central Stockholm from Arlanda airport, delegations are advised to either take a taxi, use the high-speed train "Arlanda Express" or take the Airport bus.

Bank office

Nordbanken
Drottninggatan 4
Phone: 08-791 67 00
Opening hours: Monday-Friday 10.00-16.00

Exchange office

Wexex
Hamngatan 37, Gallerian
Phone: 08-20 22 77
Opening hours: Monday-Friday 10.00-19.00
You can also change at the Bank and Post office for a small fee.

Pharmacy

Apoteket Korpen.

Västerlånggatan 16, Phone: 08-20 28 20, Fax: 08-10 15 66

Opening hours: Monday-Friday 10.00-18.00

Climate

Temperatures in April can vary between zero and +10 degrees Celsius.

Post office

Main entrance of the Riksdag

Riksgatan 1

Phone: 08-781 22 25

Opening hours: Monday-Friday 11.30-17.30

(closed for lunch 13.45-14.30)

Taxis

Staff working at the main entrance of the Swedish Parliament will assist you if you need a taxi. The fare may be paid in cash or by credit card.

Taxi Stockholm	08-15 00 00
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Taxi 020	020-93 93 93
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Taxikurir	08-30 00 00
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