



Inter-Parliamentary Conference for the Common Foreign and Security Policy (CFSP) and the Common Security and Defence Policy (CSDP)

Helsinki, 4-6 September 2019

Practical information

Finnish Presidency of the Council of the European Union

Conference Venue

Hilton Helsinki Kalastajatorppa
Kalastajatorpantie 2
00330 Helsinki

Registration and accreditation

The Finnish Presidency has implemented an online registration system for all meetings. Participants are kindly requested to register for the conference online by the 7th of August 2019. Please find the registration information along with the username and password in the e-mail sent to your contact person. Please note that delegation sizes are not fixed.

Contact for technical support: parleu2019fi@parliament.fi

Welcome desks will be open at the conference hotels on Wednesday, the 4th of September 2019, from 2pm to 7pm for delegates to pick up welcome bags and identity badges. Delegates arriving later can register at the main entrance of the conference venue on Thursday, the 5th of September 2019.

For security reasons, all participants are requested to wear their identity badges visibly at all times during the event. If you lose your identity badge, please contact the organisers immediately.

Delegates not staying at one of the recommended conference hotels are requested to notify the organisers at which of the conference hotels they would like to pick up their welcome bags and badges at the times indicated above. They are also welcome to join the transfers from this hotel to the conference venue and to the dinner locations.

Colours coding of the identity badges and lanyards

Red	Head of Delegation
Blue	Member of Delegation
Light blue	Keynote Speaker
Green	Delegation Staff
Violet	Observer
Grey	Security Officer
White	Organisers, Technical Support
Orange	Interpreter
Yellow	Media

Hotels

Delegates are kindly requested to make their own room reservations as soon as possible in one of the hotels recommended below, using the reservation links and/or the booking codes indicated. Block reservations have been made from **4 - 6 September 2019** at the four hotels indicated below.

Hilton Helsinki Kalastajatorppa

(175 rooms)

Room type	Rate per night per room (single/double occupancy)
Hilton Guest Room (95 rooms)	€ 179/199
Hilton Guest Room Plus (45 rooms)	€ 189/209
Deluxe Room (35 rooms)	€ 199/219
Including	Buffet breakfast, WiFi, VAT, customer sauna, gym
Check in/Check out	15.00/12.00
Reservation deadline	7 August 2019: 50% of the remaining contingent expires 20 August 2019: 25% of the remaining contingent expires

	28 August 2019: 10% of the remaining contingent expires 2 September 2019: end of reservation period
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Reservation method. Online reservation on website behind [this link](#). Please make sure to make your booking before 5th of August 2019 in order to secure a room for you. Please use the code **G2EDUB** when booking the rooms. Credit card details are needed to guarantee the booking. You may also book a room directly with the hotel by email helsinkikalastajatorppa@hilton.com or by telephone +358945811.

Cancellation policy for individual rooms. Room reservations can be cancelled free of charge 28 days before the arrival to the hotel, after which the individual customer is in charge of any changes, cancellations and charges concerning the reservations.

Contact details

Hilton Helsinki Kalastajatorppa

Kalastajatorpantie 1

00330 Helsinki

Phone: +358 9 45811

E-Mail: helsinkikalastajatorppa@hilton.com

Website: <https://www3.hilton.com/en/hotels/finland/hilton-helsinki-kalastajatorppa-HELKJHI/index.html>

Radisson Blu Seaside

(30 rooms)

Room type	Rate per night per room (single/double occupancy)
Standard (15 rooms)	€ 145/165
Superior (15 rooms)	€ 165/185
Including	Buffet breakfast, WiFi, VAT, customer sauna, gym
Check in/Check out	15.00/12.00
Reservation deadline	7 August 2019: 50% of the remaining contingent expires 24 July 2019: 25% of the remaining contingent expires 21 August 2019: end of reservation period

Reservation method. Online reservation on website <https://www.radissonblu.com/en/seasidehotel-helsinki>, the reservation code is **BCFSP**. Telephone number for individual room reservations: [+358 20 1234 707](tel:+358201234707).

Cancellation policy for individual rooms. Room reservations can be cancelled free of charge until the date indicated in the confirmation of reservation. Cancelling the room reservation is possible until 6pm on the day of arrival. The customer is in charge of any changes, cancellations and charges concerning the reservations. The reservation must be guaranteed by credit card while booking.

Contact details

Radisson Blu Seaside

Ruoholahdenranta 3

00180 Helsinki

Phone: +358 20 1234 707

E-Mail: info.seaside.helsinki@radissonblu.com

Scandic Marski

(50 rooms)

Room type	Rate per night per room (single/ double occupancy)
Standard	€ 195/215
Superior	€ 215/235
Including	Buffet breakfast, WiFi, VAT, customer sauna, gym
Check in/Check out	15.00/12.00
Reservation deadline	7 August 2019: 50% of the remaining contingent expires 23 August 2019: 25% of the remaining contingent expires 30 August 2019: 10% of the remaining contingent 1 September 2019: 5% of the remaining contingent

Reservation method. Online reservation by 22 August 2019 on website www.scandichotels.com, the reservation code is **BEDU040919**. Telephone number for individual room reservations: [+358 9 68 061](tel:+358968061).

Cancellation policy for individual rooms. Cancelling the room reservation is possible until 6pm on the day of arrival. In case of later cancellations or a no-show, the hotel will charge the amount of the first night's stay of the reservation. The customer is in charge of any changes, cancellations and charges concerning the reservations. The reservation must be guaranteed by credit card while booking.

Contact details

Marski by Scandic

Mannerheimintie 10

00100 Helsinki

Phone: +358 9 68 061

Email: marski@scandichotels.com

Transfers

Delegations are kindly requested to make their own arrangements for transportation from **and to** the airport.

Helsinki Airport (<https://www.finavia.fi/en/airports/helsinki-airport>) is located about 21 km from the city centre, which is approximately a 40 minutes' drive depending on traffic. You can reach Helsinki centre by train, bus (<https://www.hsl.fi/en>), or taxi.

Trains I and P go from the airport to the Helsinki Central Station. The conference venue Hilton Helsinki Kalastajatorppa is located approximately 5 km from the city center. From the Helsinki Central Station it is about 5 minutes' walk to the Scandic Marski hotel. Radisson Blu Seaside is located 1,5 km from the city center.

Finnair airport shuttle bus operates from the west side of the Helsinki Railway Station to the airport and back.

Time estimation for the journey is 40 minutes by bus and about 30–35 minutes by train or taxi. Note that the taxi services have been deregulated and as a result, taximeters are no longer mandatory and the price of journey can vary. To facilitate the choice of taxi at the airport, there are four lanes for taxis at the Helsinki Airport:

- The three lanes closest to the terminal exit are reserved for the taxi companies that won the competitive tendering (Lähitaksi, Vantaan Taksi and Taksi Helsinki).
- The fourth lane is for other taxi operators.

- There is also an area for pre-reserved rides.
- Number for pre-reserving a taxi in Helsinki Airport (valid only in reservations from the airport): Taksi Helsinki +358 100 0600

The Finnish Parliament will provide transportation service for the delegates to and from the conference and the dinner venues.

Please note that there will not be a bus transportation from Hilton Helsinki Kalastajatorppa to the conference venue (the hotel is located on the same site as the conference venue).

Interpretation

Simultaneous interpretation of the plenary debates will be provided in Finnish, Swedish, English and French. A limited number of booths can be made available on the first-come, first-served basis to delegations who wish to bring their own interpreters. Please inform the organisers about the need for additional booths in advance by the **24th of July 2019**.

Conference documents

Documents will be available on www.parleu2019.fi and at the conference secretariat during the meeting.

Taking the floor

Requests to take the floor can be made electronically from the participant's seat. The floor will be given in the order of receiving the requests. To speak, press the touchscreen button on the conference unit on your desk.

WiFi

WiFi is available at the conference venue. The access code will be provided at the conference venue.

Catering

Coffee will be served in the foyer of the conference centre and lunch in the restaurant beside the conference room. Vegetarians and persons with food allergies are kindly asked to inform the organisers in advance by providing the relevant information on their registration form.

Media

The meeting will be broadcast as a live stream on www.parleu2019.fi in English and French and the video will subsequently be made available in English on the website. Upon accreditation to the conference, you agree to transfer to www.parleu2019.fi, represented by the Finnish Parliamentary Administration, the non-exclusive, perpetual, irrevocable and worldwide right to your speech and/or statements and to all images and videos of you produced at the conference. This includes the right to sublicense, reproduce, modify, distribute, broadcast, publicly perform, publicly display and make available to the public in any form and in any medium, whether known or later developed.

Smoking

Smoking is permitted only in designated smoking areas outside of the building.

Currency

The currency of Finland is the euro.

Emergency number is 112.

Time zone

Local time in Finland is UTC+3.

Country code in Finland is (+358).

Power supply

230V electrical supply. Supply frequency is 50 Hz. Plug socket in use is the two-pinned Type F, "Schuko".

Climate

The average temperature in Finland in September is about 12 degrees Celsius. The degrees can vary. For more information, please visit www.foreca.com.

Tourism

Many sights in Helsinki can be easily reached by foot. For the attractions nearby the hotels and the Conference Venue, we recommend the National library Oodi (<https://www.oodihelsinki.fi/en/>). It was built to celebrate Finland's 100-year independence, and it is architecturally an interesting, energy-efficient building. The art museum Amos Rex (<https://amosrex.fi/en/>), also opened in autumn 2018, is worth visiting for influential exhibitions. Buildings designed by one of the most notable architects in Finland, Alvar Aalto, can be found in the centre area. Excellent shopping facilities are located a short distance away from the hotels.

Embassies

For information on embassies located in Finland, please visit: <https://um.fi/frontpage>

Contacts

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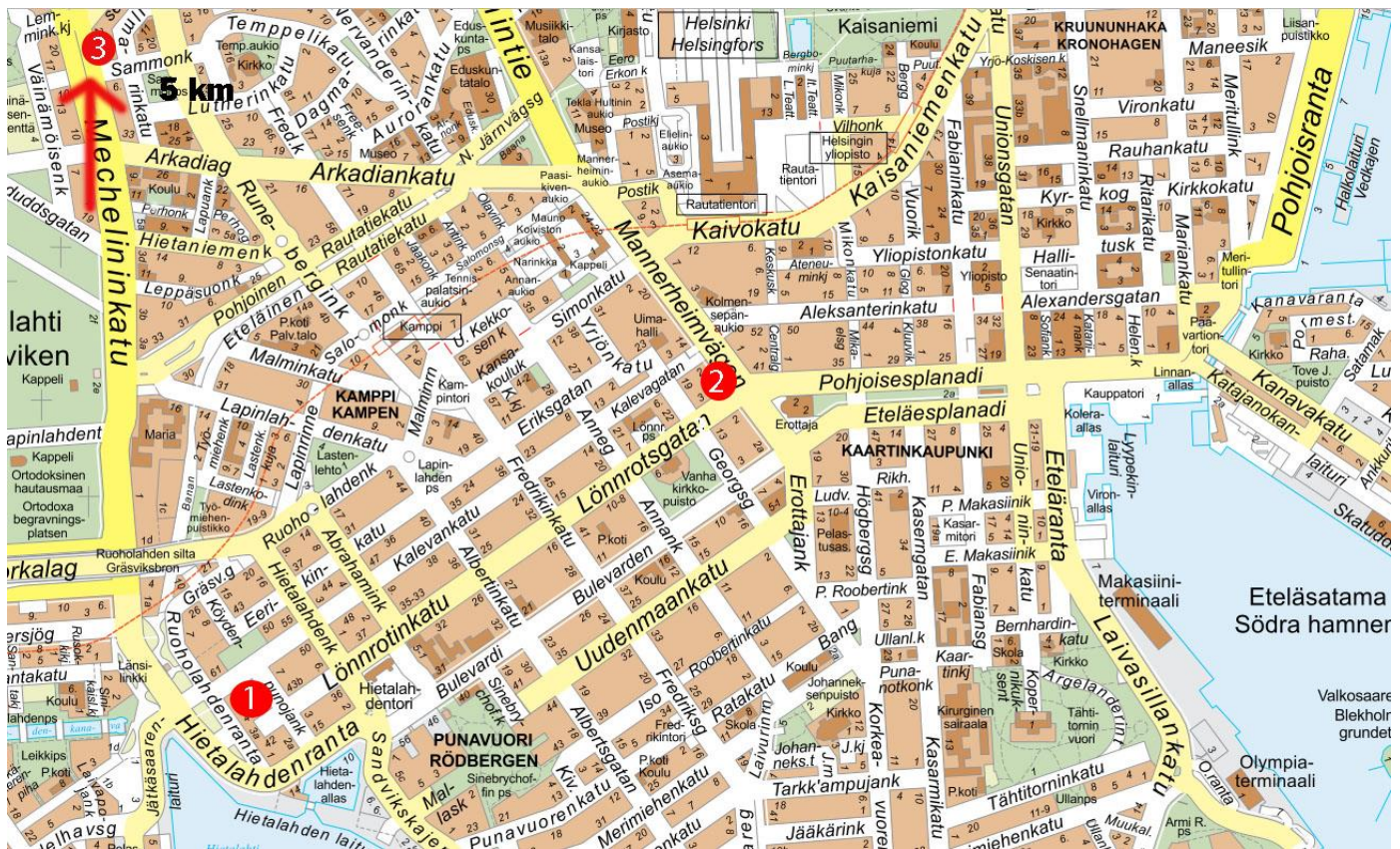
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Should you need further information, please contact:
parleu2019fi@parliament.fi

Map



1. Radisson Blu Seaside
2. Hotel Marski
3. Hilton Helsinki Kalastajatorppa, 5 km to the north-west