



CIVIL-MILITARY COOPERATION
CENTRE OF EXCELLENCE

Admin Info

NATO CMI-WORKSHOP AND ACO CIMIC & CMI WG/SC

23 to 27 Nov 2015

The Hague – NETHERLANDS

GENERAL

The NATO CMI-WORKSHOP AND ACO CIMIC & CMI WG/SC will be held from 23 to 27 Nov 2015 at the CCOE, Brasserskade 227A, 2497NX The Hague, Netherlands. The CMI-Workshop will start on Monday 23 NOVEMBER at 10.00 hours and end on Wednesday 25 NOVEMBER 2015. The ACO CIMIC & CMI WG/SC will start on Thursday 26 NOVEMBER 8.00 hours and end on Friday 27 NOVEMBER around 11.00 hours.

More details and a registration form for your participation are to be found on the following pages.

ACCOMMODATION

CCOE military accommodation



CCOE Building B, Brasserskade 227A, 2497 NX Den Haag

The CCOE military accommodations are situated within the Brasserskade military compound next to the CCOE Office Building. Each accommodation is consisting of a bedroom, separate WC and a washing-/shower-room. Towels and bed-covers will be made available by CCOE. The dining facility / bar / parking lots are less than 100m away from the accommodation.

Rooms will be available starting from Sunday, 22 November 2015 until Friday, 27 November 2015. Price for one person excluding meals per night is 10 Euro.

Please note, that due to other commitments, there is only limited rooms for approx. 80 pax. available. Reservation of rooms is depending on the order of incoming feedback, first come-first serve! This is why we would like to encourage you, to send your participating feedback to us as soon as possible. Please be informed, that reservations can only be processed by receiving one of the enclosed joining forms (enclosure 2-4).

The accommodation-fee has to be paid during the in-processing on Monday, 23rd November 2015 in cash & in euro. There are no cashing machines in the barracks available.

For more details please get in contact with Events Coordinator of CCOE:

Mr Jonny ZENDERINK
Phone +31 (0) 15 28 44730
Fax +31 (0) 15 28 44714
E-mail: zenderink.j@cimic-coe.org.

Shanghai Hotel Holland



The Shanghai Hotel Holland is located 5 minutes walking distance off the CCOE military compound. The four-star hotel offers spacious and luxurious rooms with authentic traditional Chinese accents. The unique combination of properties is summarized in their motto: Eastern hospitality. Western 4-star comfort.

CCOE has pre-arranged a contingent of rooms with the Shanghai Hotel Holland especially for this conference to a favourable price. The arrangement is valid starting 22 NOVEMBER 2015 and ends 27 NOVEMBER 2015 and consists of:

15 double bed rooms for €95/ night*
5 Twin rooms for €105/ night*

*price is including breakfast, WiFi and parking.

It is the responsibility of the single participant to do his own booking and in accordance with description before the 15th of October 2015 to benefit from this discount/offer. First come – First served. Booking later than 15 October 2015 normal hotel prices or non-availability of rooms must be expected.

Please book your room using the special booking-code **CONFCCOE2015** at

Shanghai Hotel Holland
Kleveringweg 11
2616 LZ, Delft
Nederland
Tel +31 (0) 15 720 00 77
<http://www.shanghaihotelholland.com/en/index.html>

Booking and all other arrangements is your own responsibility.
Please be aware that there will be no transport / shuttle between the hotel and the conference facilities available by CCOE.

MEALS, FACILITIES AND COSTS

Meals

The Royal Netherlands militaries caterer PARESTO will serve a variety of daily meals within the dining facility of the Brasserskade military compound. Depending on the individual's choice, the average costs are:

Breakfast approx. 3 €
Lunch approx. 5 €
Dinner approx. 6 €

Every meal has to be paid directly at the PARESTO cashier within the dining facility, either in cash or using a bank card that is signed up for taking part within the electronic euro-cheque-system (EC-card) with pin-no. Credit-cards are not accepted.
Breakfast will be served from 7.00 hours in morning. Dinner will be served until 19.00 hours in the evening.

Facilities

Brasserskade military compound has to offer an all ranks mess (Bar) situated at the ground floor of the Dining facility building (Paresto building).
Opening hours Monday – Thursday 19:00 – 23:30 hrs.

Conference-Costs

The conference fee is **50 €** and includes all administration costs, the ICE BREAKER on Monday 23rd NOVEMBER, coffee, refreshments water & tea during the conference.

The fee has to be paid in cash upon the start of the ice breaker in euro.

Please be aware that costs for meals and accommodation are not to be covered by the conference fee. In the barracks are no cashing machines available.

DRESS

During the conference the attire is daily working uniform for military and respective business casual for non-military participants. The ice breaker and the dinner will be in smart casual.

APPLICATIONS

For registration, please use one of the attached joining-/ registration-forms to be returned NLT 30 SEPTEMBER 2015.

POINTS OF CONTACT

Action Official for the CMI-WORKSHOP and responsible for all content related questions is Major Joerg Warstat:

OF3 (DEU A) Joerg Warstat,
Phone +31 (0) 1528444602
E-mail: warstat.j@cimic-coe.org

For all other questions (admin, support, registration) please contact the Events Coordinator:

Mr Jonny ZENDERINK
Phone +31 (0) 152844730
E-mail: zenderink.j@cimic-coe.org

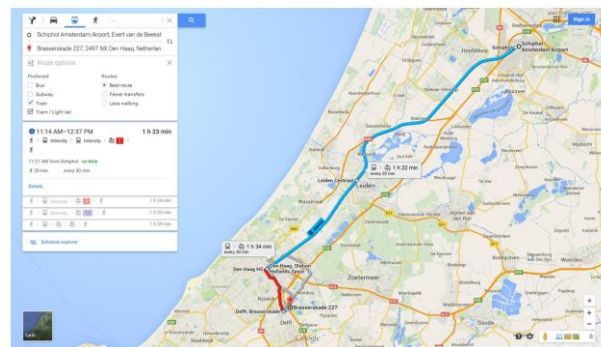
Action Official for the ACO CIMIC&CMI WG/SC and responsible for all content related questions is LTC Piet Boering:

OF4 (RNLA) Piet Boering
Phone +32 (0) 6544 2448
E-mail: Pieter.boering@shape.nato.int

TRAVEL ARRANGEMENTS



AMSTERDAM Airport Schiphol



Connection AMSTERDAM AIRPORT to CCOE

DIRECTIONS, TRAVEL AND TRANSPORT

AIRPORT:

In the greater area of The Hague is one major airport:
AMSTERDAM AIRPORT SCHIPHOL
Evert van de Beekstraat 202, 1118 CP Schiphol, Netherlands

Using the Dutch Railways (NS) Line Intercity railway from AMSTERDAM airport to THE HAGUE CENTRAL is a 30 minutes ride. Trains will go approximately every 30 minutes and a single ticket costs between 7 – 8 EURO.

Arriving by Train:

To get to the CCOE by train, we advise to go via the station Delft. From there it is most convenient to take a cab, which are available at each station or see the numbers below. It is also possible to go via the Bus line #60 (*towards Nootdorp*), which stops directly in front of the facility (Stop Defensie). Another option is to take the train to The Hague Central and continue by Tram #1 (*towards Delft*) to Stop Brasserskade. Please note that this stop is approximately 15 minutes walking distance from the facility. All information related to train connections and schedules can be found at: <http://www.ns.nl/en/travellers/home>

Arriving by Car:

Recommend using navigation system. Address: Brasserskade 227A 2497NX Den Haag.
GPS position: 52°01'41.2"N 4°21'43.5"E.

The entrance of CCOE is opposite the parking lot of KARWEI. On the left side of the TEXACO fuel station

Parking free of charge is possible behind the conference venue.

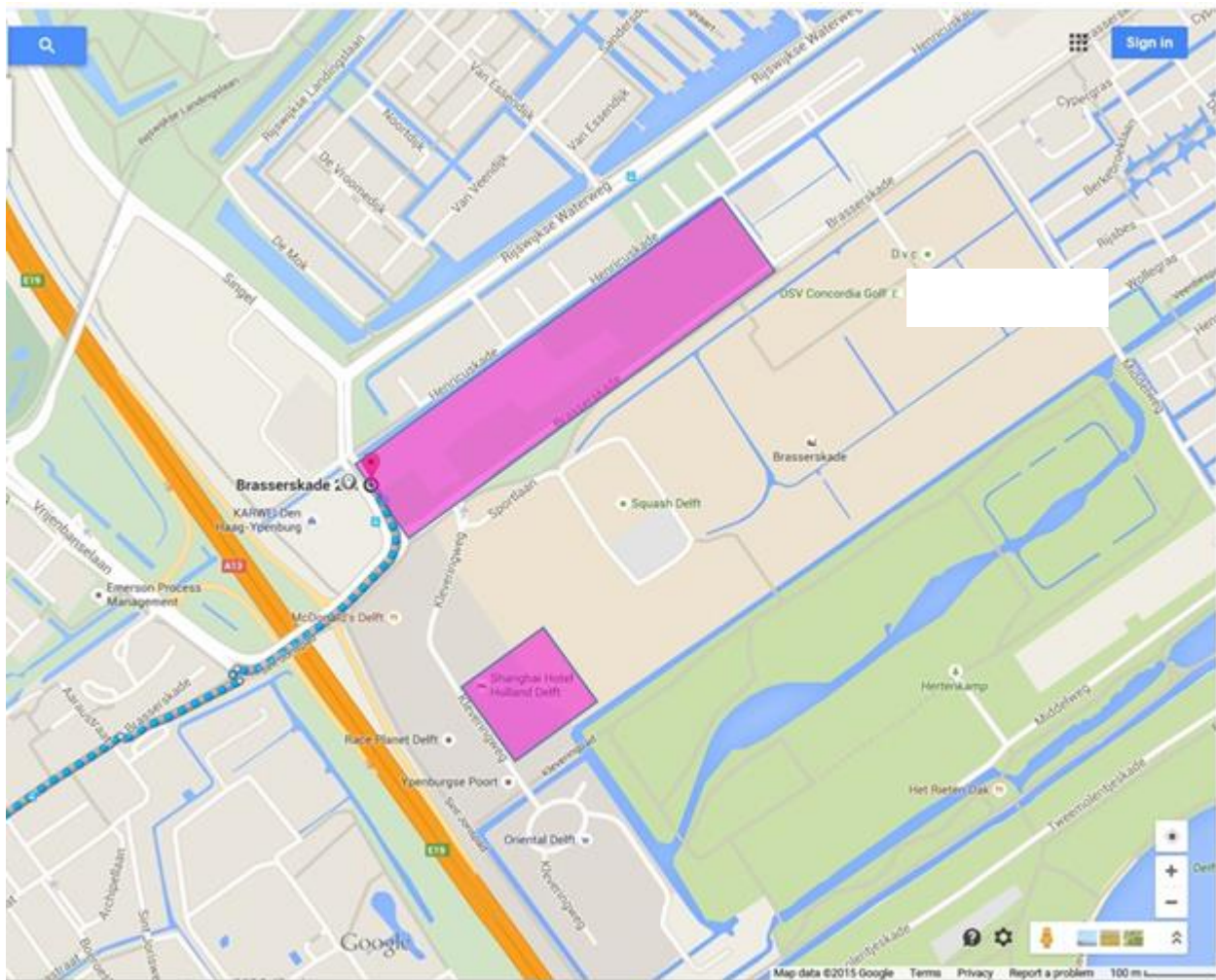
More Info about train connections etc. at: www.ns.nl or www.bahn.de.
The Events Coordinator can provide you with the most current travel information.
Taxi Company's in The Hague are:

Taxi centrale Den Haag
Taxi central Deltax

+31(0) 70 8200600
+31(0) 15 2191919

Your personal ID-Card guarantee the entrance to CCOE facilities.

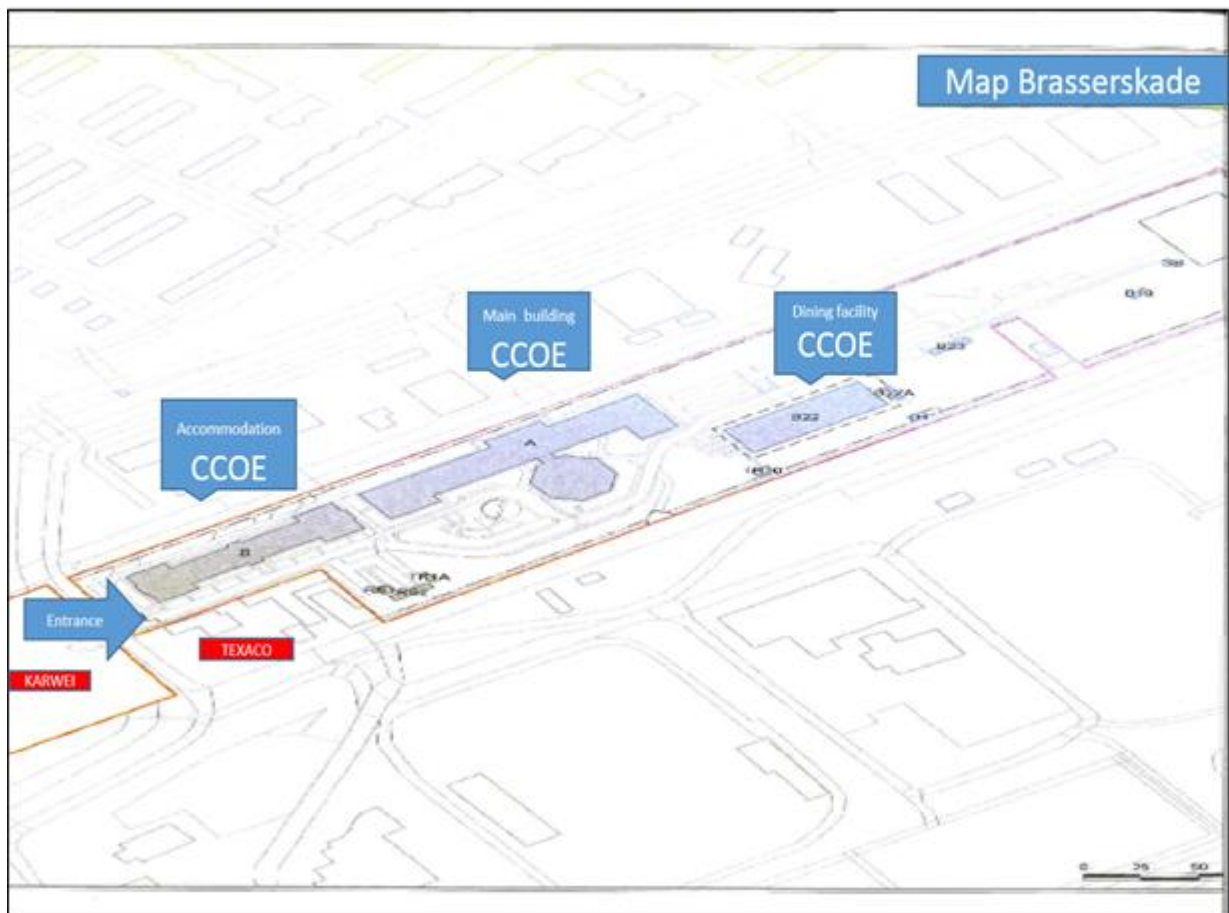
Orientation:



BRASSERSKADE military compound & SHANGHAI HOTEL



BRASSERSKADE military compound entrance



Map of the CCOE facilities