

**Meeting of the small intersessional working group on e-waste (SIWG E-waste),
third meeting of the expert working group on environmentally sound
management (EWG-3 ESM) and second meeting of the small intersessional
working group on legal clarity (SIWG-2 Legal Clarity)**

19-26 January 2015, Konstanz, Germany

Information note for participants of the meeting(s)



Meeting Venue:

The meetings will be held at the **Wolkenstein-Saal**, Kulturzentrum am Münster, Katzgasse 5, 78462 Konstanz, Germany.

1. Tentative Agenda

	Day 1 19 Jan (Mon)	Day 2 20 Jan (Tues)	Day 3 21 Jan (Wed)	Day 4 22 Jan (Thurs)	Day 5 23 Jan (Fri)	Day 6 24 Jan (Sat)	Day 7 25 Jan (Sun)	Day 8 26 Jan (Mon)
AM	SIWG	SIWG	EWG-3	EWG-3	EWG-3	Break	SIWG-2 Legal Clarity	SIWG-2 Legal Clarity
PM	E-waste	E-waste	ESM	ESM	ESM			

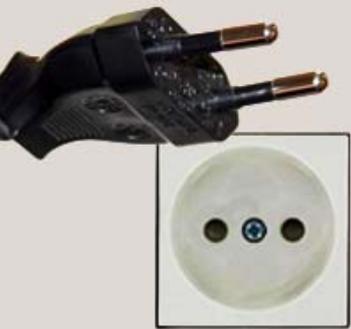
2. Accommodation

Please note that participants are responsible for making their own hotel reservations. Please contact your preferred hotel directly and make your reservation as soon as soon as possible. A list of recommended hotels near the meeting venue is available for your convenience (attached).

3. Transport from Zurich Airport to Konstanz

The nearest airport to Konstanz, Germany, is Zurich Airport (Switzerland). A train from Zurich Airport to Konstanz takes approximately one hour and costs around CHF 70 for a return ticket. Please see the attached train schedule for your reference.

4. Other Information

Paperless meetings	<p>The meetings will be paperless; printed documents will not be available. Pre-session documents will be made available on the Basel Convention website at: www.basel.int. Making a meeting paperless considerably reduces its cost and carbon footprint. A paperless meeting also makes it easier for participants to locate documents.</p> <p>To facilitate the paperless nature of the meetings, participants are requested to ensure the following:</p> <ul style="list-style-type: none"> • Each participant should bring a laptop computer containing basic applications, including Microsoft Office Word, Excel and PowerPoint, Adobe Acrobat Reader and updated antivirus software. • Laptops should be pre-checked for viruses and confirmed as virus-free prior to arrival at the meetings. Virus free laptops are crucial to the success of a paperless meeting. • Participants should bring a memory stick that has been pre-checked for viruses for the purpose of transferring documents. • Laptops should be configured for a standard wireless (wi-fi) connection. If in doubt, please check with your local information technology expert. • Participants should bring an appropriate adaptor to enable laptops to be connected to German power sockets (please see below). • When completing the meeting registration form(s), participants should include a current e-mail address so that they can be sent correspondence relating to the meeting. 					
Plug	<p>Electricity in Germany is 230 volts, 50 Hertz, C,F.</p> <p>It is recommended that you bring a plug-adaptor for use with laptop computers and other electrical devices. The Secretariat will not be able to provide adaptors at the meeting.</p>					
Weather	<p>The coldest months of the year on average are December and January, during which time the daily high temperatures will reach just over zero degrees Celsius. The night time temperatures during these months will generally stay below freezing. Snow is not uncommon for this town during the winter months.</p> <p>Monthly Averages</p> <table data-bbox="459 1684 997 1854"> <tr> <td>Dec</td> <td>3°C (High) -1°C (Low)</td> </tr> <tr> <td>Jan</td> <td>2°C (High) -2°C (Low)</td> </tr> </table>		Dec	3°C (High) -1°C (Low)	Jan	2°C (High) -2°C (Low)
Dec	3°C (High) -1°C (Low)					
Jan	2°C (High) -2°C (Low)					
Currency	<p>The currency in Germany is the Euro. As at 1 November 2014, USD 1 is equivalent to Euro 0.79.</p>					
City Map	<p>Attached for your reference</p>					

<p>Contact points for <u>visa issues</u> only</p>	<p>Marianne Brueck Tel: +49 228 305 2570 Email: marianne.brueck@bmub.bund.de</p> <p>Barbara Neuhaus Tel: +49 228 305 2558 Email: Barbara.neuhaus@bmub.bund.de</p>
<p>Contact points for other issues</p>	<p>Susan Wingfield Tel: +41 22 917 8406 Email: susan.wingfield@brsmeas.org</p> <p>Yvonne Ewang Tel: +41 22 917 8112 Email: yvonne.ewang@brsmeas.org</p>

5. Tourism

With a population of around 82,000, the historical town of Konstanz is the largest town on Lake Konstanz. For tourist information, please visit the following websites:

<http://www.konstanz.de/en/01800/index.html>

<http://www.konstanzer-konzil.de/en/>