

Logistical Note

ENTRi Security Sector Reform Training

Brussels, Belgium, 22 – 25 January 2019

1) COURSE START

The course will start on Tuesday, 22 January 2019 at 8:30 at a hotel (TBD) in Brussels, Belgium. The course ends on Friday, 25 January 2019 around 17:30.

2) TRAVEL TO BRUSSELS

a) Flights

Travel costs must be borne by the participant.

b) Immigration

Please make sure to have all required travel documents (valid passport, with visa if applicable) at hand when you arrive and pass the immigration control.

- [Click here to see list of visa exempt nationalities](#)
- [Click here to apply online for a visa](#)

In case you plan to stay in the region as tourist after the end of the programme, please make sure that you have already made necessary arrangements (bookings, visa that also covers the additional time you want to spend in this country etc.).

c) Transfer to venue on Monday, 21 January or Tuesday, 22 January 2019

Please let us know as soon as possible after you have been selected as a participant if you need support with arranging a transfer from Brussels Airport to the hotel. We will send a registration link to all selected participants where they can provide this information.

3) VENUE AND ACCOMMODATION

The course will take place at a hotel (TBD) in Brussels, Belgium. Once you have been selected, please let us know as soon as possible if you will be staying at the venue or if you will arrange your own accommodation at your own expenses. We will send a registration link to all selected participants where they can provide this information.

4) INSURANCE & LIABILITY – MEDICAL ISSUES

The ASPR cannot provide any insurance coverage and declares explicitly that both participation in the course as well as the necessary stay at the training facilities are at the own risk of the participants. Please **make sure to organise medical insurance for your stay in Brussels** as medical emergencies and treatment will not be covered by the ASPR (e.g.: <http://www.worldnomads.com/>). Furthermore, please make sure to **take all your personal and specific medications you might need with you.**

5) WEATHER ADVISORY / ATTIRE & DRESS CODE

You should expect winter weather conditions with temperatures ranging from 0 to 5 plus degrees Celsius and possibility of snow. Make sure to bring warm winter clothing (jackets, sweaters), as temperatures can drop below freezing point at night.

Dress Code is smart casual for the entire course.

6) DEPARTURE

Please let us know if you need support with arranging transport to Brussels Airport. Please note that all participants are expected to stay for the full duration of the course. The intensive character of the training does not allow for any additional commitments during the training.

7) POINTS OF CONTACT

For information about **logistics**, please contact Ms Silvia POLSTER:

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For information about the **course content**, please contact Ms Mira BUTTINGER-KREUZHUBER:

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For information about **ENTRI**, please contact Mr David MEIßNER:

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