

# Logistical Note

## ENTRI Specialisation Course: Introduction to Rule of Law

*5 – 9 February 2018*

### 1) COURSE START

The course will start on Monday, 5 February 2018 at 8:45 in the Seminar Centre of Burg Schlaining in Stadtschlaining, Austria.

### 2) TRAVEL TO AUSTRIA AND STADTSCHLAINING

#### a) 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. In case you plan to stay in Austria as a tourist after the end of the programme, please make sure that you have already made necessary arrangements (bookings, a visa that also covers the additional time you want to spend in this country etc.). Please note that extending a visa in Austria is not possible.

#### b) Free Pick up and Transfer to the Course Venue on Sunday, 4 February 2018

For your convenience, we will provide a free bus transfer to take you from Vienna to the course venue. The bus will be scheduled as follows:

14.45 HAUPTBAHNHOF (main railway station, in the centre of Vienna)  
Meeting point: inside the station on the ground floor at the INFOPOINT

15.30 VIENNA INTERNATIONAL AIRPORT, Meeting point: Information Desk in the arrival hall to your right as you exit the baggage claim.

Our staff will meet you at the indicated meeting point with an “ASPR” sign board.

#### PLEASE NOTE:

If you miss this free transport service provided by the ASPR (for any reasons) you will have to arrange a transfer to Stadtschlaining yourself at your own expenses. Travel to Stadtschlaining with public transport is complicated. Please try arranging your flight schedule so that you can make use of our free transfer service. Kindly consult Point 7 for information on **departure** procedures.

### c) Arrival by car

#### From Vienna to Stadtschlaining:

Autobahn (highway) A2 direction Graz, approx. 100 km, exit: No. 95 Pinggau-Friedberg, follow the signs to 'Oberwart', drive straight through Oberwart, pass the main square, turn left at the sign 'Stadtschlaining'

#### From Graz to Stadtschlaining:

Autobahn (highway) A2 direction Vienna, exit: Lafnitztal, follow signs to 'Oberwart', drive straight through Oberwart, follow the sign 'Stadtschlaining'

**Please be advised that we cannot accept late arrivals or early departures. Furthermore, the intense character of the programme does not allow for any additional commitments during the course.**

## 3) VENUE AND ACCOMMODATION

The course will be held at the premises of the ASPR (Peace Castle (Burg Schlaining), Rochusplatz 1, 7461 Stadtschlaining, Austria, <http://www.aspr.ac.at>).

All participants will be accommodated at the '**Hotel Burg Schlaining**' just opposite the Peace Castle Schlaining. The Hotel provides single rooms with all regular facilities, including TV. Sheets, towels, etc. will be provided. The hotel also offers a small sauna, as well as bikes to be borrowed free of charge.

There is WIFI free of charge in the hotel rooms, the lobby and at the seminar facilities. Internet access is also available in the computer room at the conference centre during business hours. Do not forget a suitable travel plug adapter for your devices, if applicable.

All meals will be served at the hotel's restaurant. If you have any special dietary needs, please inform us as soon as possible, e.g. "halal" or kosher food, allergic or other restrictions). Vegetarian dishes will be available as a standard.

Address of the hotel:

Hotel Burg Schlaining, Klingergasse 2-4, 7461 Stadtschlaining, Austria

Telephone: +43-3355-2600 / Fax: +43-3355-2622-216

E-Mail: [Schlaining@Hotel-Burg.co.at](mailto:Schlaining@Hotel-Burg.co.at) / <http://www.hotel-burg.co.at/>

## 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 Austria** as medical emergencies and treatment can be quite costly and will not be covered by ASPR. (e.g.: <http://www.worldnomads.com/>) Furthermore, please make sure to **take all your personal and specific medications you might need with you**, especially if you come from a tropical country with Malaria prevalence or if you suffer from allergies.

## 5) FACILITIES IN STADTSCHLAINING

### a) Stadtschlaining (<http://www.stadtschlaining.at>)

The town is situated in a beautiful, hilly countryside in the very south-eastern part of Austria. It is ideal for jogging, biking and walking. For those who enjoy swimming or sauna, there is a spa centre and swimming pool in Bad Tatzmannsdorf, 6 km from Schlaining (don't forget your swimsuit). For details please check the website <http://www.burgenlandtherme.at/en.html>

### b) Shopping

Stadtschlaining, although officially a town, is in fact a village. In order to avoid disappointment, you should not expect more than very basic shopping and entertainment facilities here.

### c) Banks

There are exchange offices at the airport and train station, although not open 24 hours. We recommend to exchange cash upon arrival in Austria or to bring Euros (€) along. In Stadtschlaining all major foreign currencies can be exchanged at the local bank (opening hours: Mo – Fri 08.00-12.00 and 14.00–16.00 hrs). Moreover, there is an ATM in Stadtschlaining which works with Maestro, Cirrus and all major Credit Cards.

## 6) WEATHER ADVISORY / ATTIRE & DRESS CODE

Austria is situated within the Central European climate zone, though the eastern part of the country has Continental Pannonian climate. You should expect winter weather conditions with temperatures on average around +2°C and possibility of snow. Make sure to bring warm winter clothing (jackets, sweaters), as temperatures can drop well below freezing point.

For the opening ceremony, formal attire is recommended and appreciated - during the course smart casual is fine.

## 7) DEPARTURE

After the course, we again provide free transport to Vienna (airport and main train station): Departure from Stadtschlaining will be on Saturday, 10 February, after breakfast (9.00 hrs); planned arrival at Vienna Airport is tentatively at 11.00 and thereafter at the Main Station at 11.45. **Please schedule your departure flight no earlier 13.00 hrs.**

## 8) POINTS OF CONTACT

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

Email: [ipt@aspr.ac.at](mailto:ipt@aspr.ac.at) – Tel: +43-3355-2498-506

For information about the **course content**, please contact Mr Christian WÄGLI:

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

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