

**Meeting of the Parties to the Agreement on the Establishment
of the NDPHS Secretariat (MP)
Sixth Meeting
Stockholm, Sweden
21 October 2015**

Reference	MP 6/Info1
Title	Practical information for participants
Submitted by	Secretariat

CONTACT INFORMATION

NDPHS Secretariat

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Host, Sweden

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MEETING VENUE

Ministry of Health and Social Affairs
Fredsgatan 8
103 33 Stockholm, Sweden
Phone: +46 8 405 10 00

The location of the meeting venue is shown on the map attached to this document as **Annex 1**. Please note that the meeting room does not provide any Wi-Fi.

CONFIRMATION OF PARTICIPATION

Kindly confirm your participation at the CSR meeting by **12 October 2015** by using the on-line **registration form**, which is available on the NDPHS website at: http://www.ndphs.org/?mtgs,mp_6_stockholm.

ACCOMMODATION

Scandic Sergel Plaza

Address: Brunkebergstorg 9
103 27 Stockholm
Sverige
Tel: +46 8 517 263 00
E-mail: sergel.plaza@scandichotels.com
<http://www.scandichotels.se/sergelplaza>

The Ministry of Health and Social Affairs has pre-booked rooms at Scandic Sergel Plaza, which is located a couple of minutes walk from the Central Railway station, at a rate of SEK 1400 (**150 EUR** for a standard single room (the price includes breakfast). **The reservation code is SOC151021.** Please use the booking form attached and note that the hotel requires the booking before **September 22.**

MEALS DURING THE MEETING

Lunch and refreshments will be offered free of charge during the meeting on the 21st of October. On the 22nd a light snack will be served during the coffee break.

DINNER

The Ministry of Health and Social Affairs invites the participants to a dinner on the 21st of October at "Stadhuskällaren", the Stockholm City Hall, Hantverkargatan 1, at 19:00 hours. The Stockholm City Hall is within a walking distance (10-15 minutes) from the Hotel Scandic Sergel Plaza.

TRAVEL INFORMATION

Travelling from Arlanda Airport, your choices of transportation to the Stockholm Central Railway Station are as follows:

- Arlanda Express (high-speed train) to Stockholm Central Railway Station takes 20 minutes and costs one-way 280 SEK. <https://www.arlandaexpress.com/default.aspx?page=3&>.
- Flygbussarna (Airport coaches) to Stockholm Central Railway Station. The trip takes about 45 minutes and costs one-way 119 SEK. <http://www.flygbussarna.se/en/Arlanda>.
- You can also take a taxi. <https://www.swedavia.com/arlanda/to-from/taxi/>.

At the airport, the bus stops and taxi stations are situated in front of the terminals.

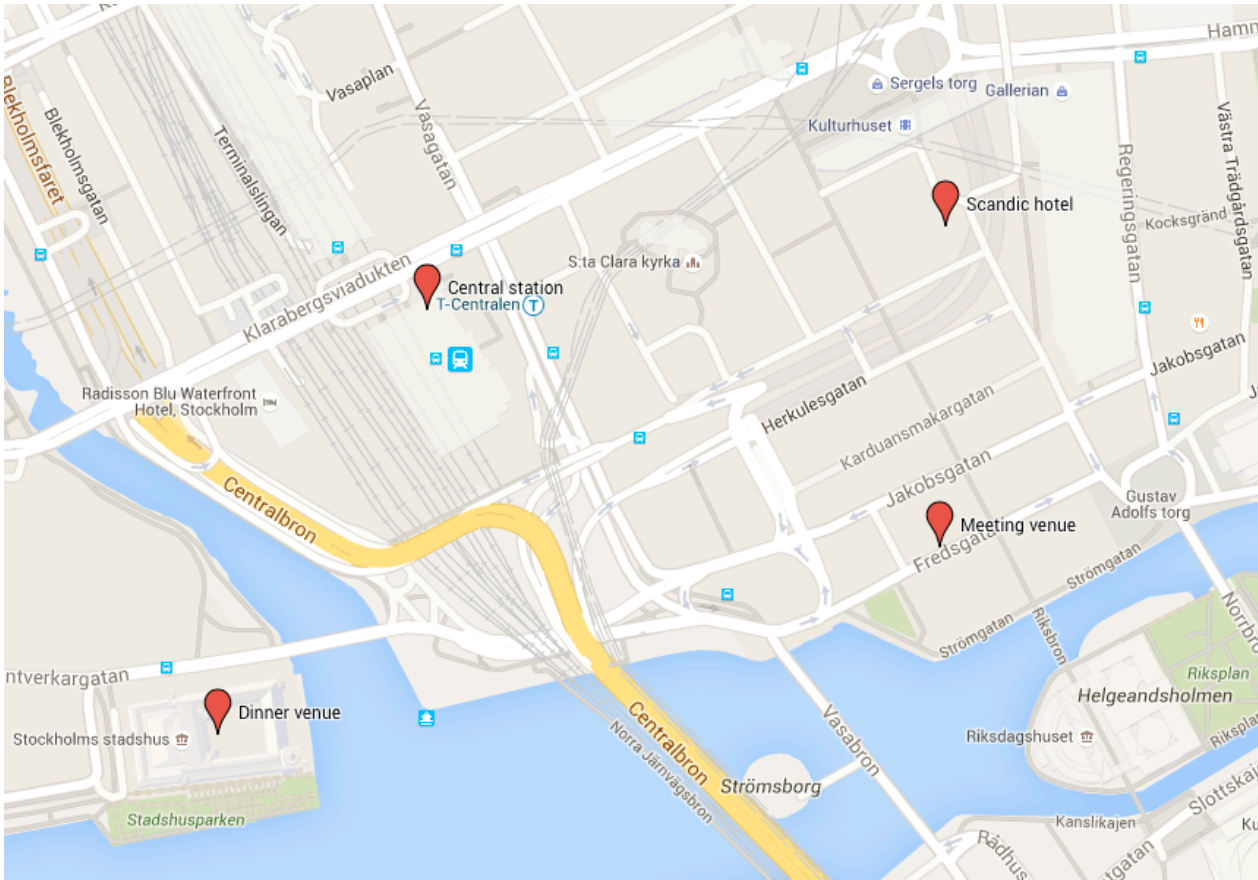
PERSONAL INVITATION FOR VISA

Participants who are in need of an invitation for a visa to enter Sweden are kindly requested to contact Ms. Linda Asp Lindh (contact details above).

MEETING DOCUMENTS

All documents submitted to the meeting are available for downloading at http://www.ndphs.org/?mtgs,mp_6_stockholm. Participants are kindly requested to bring their own copies to the meeting. Files for presentation during the meeting (such as ppt presentations) should be sent to the NDPHS Secretariat at least 2 days before the meeting. Please note that the meeting venue does not provide Wi-Fi.

ANNEX 1 – MAP



Accommodation form for Scandic Sergel Plaza

Tuesday 20th – Thursday 22st October 2015

Reference: SOC151021



Thank you for choosing Scandic Sergel Plaza!

To ensure you receive confirmed rates as per below, we kindly ask you to return this form as soon as possible before **Tuesday 22nd September** by e-mail to group.sergel.plaza@scandichotels.com or fax +46 8 517 263 11. After this date, we are not able to guarantee availability or rates confirmed below.

Please fill in below form to make your reservation with us:

Surname: _____ First name: _____

Arrival date: _____ Departure date: _____ Number of persons: _____

Tel: _____ Fax: _____

E-mail: _____

Preferred room category:

- Double room for single use - **1400** SEK per room and night
- Double room for double use – **1500** SEK per room and night

Rates above include our large breakfast buffet and VAT.

Credit card details: _____ Exp. date: _____

Requests without a valid credit card and expiry date will not be confirmed.

Please note: Full stay will be charged to above mentioned credit card in case of cancellation after **Tuesday 13th October at 6pm** and in case of No Show (*reservation has been made, guest is not showing up for check-in, no cancellation has been made*). All cancellations must be made in writing directly to the hotel.

Payment is to be made to the hotel upon arrival.

Guest signature: _____

Requests without signature will not be confirmed.

Welcome to us!

Confirmation of reservation (to be filled in by hotel):

Your reservation as per above is confirmed: Your reservation is not confirmed:

Our booking reference: _____

Signature (hotel staff): _____

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