

10th Annual Meeting 2022

European Association of Peace Operations Training Centers

10 – 12 May, Stadtschlaining, Austria

Practical Information

1. Venue

The conference is organized by the Austrian Study Centre for Peace and Conflict Resolution (ASPR) – www.aspr.ac.at and will take place in the seminar centre of the Peacecastle in Stadtschlaining, Austria. Opening, closing and plenary sessions as well as fireside chat will be streamed and can be viewed by our online guests as well. While this conference is also an opportunity for reconnecting, meeting and networking in person at the venue, and we hope for many of you joining us at our unique Castle venue, we still want to encourage those of you who cannot make it this year to join and follow our discussions virtually. Whether, and which, thematic sessions will be also available to online participants, however, depends on session hosts and will be communicated closer to the event. In any case, please indicate in the online registration form if you intend to join virtually.

On-line registration is open from **24th March till 18th April 2022** via the [registration form](#).

On the eve of the Conference (arrival day, 10th May) we will organise a **reception in the Courtyard** of the Peacecastle at 18:30hrs. On 11th May a **joint dinner** is organised at 18:30hrs followed by a **Fireside Chat** on the implications of the war in Ukraine for crisis management missions. If you wish to attend these events in person and if you wish to reserve a table at the **Market Place of Ideas (Bazaar)** on 12th May (noon-afternoon), please tick the appropriate fields in the registration form.

2. Registration & Payment

Registration of participants will take place at a designated desk in the Seminarcentre of the Peacecastle as of **15:00hrs on 10th May**. The participation fee is **€ 160,-** and needs to be paid via bank transfer until **3rd May** to the following bank account:

Name of the account holder:	ASPR-EAPTC
Address of the account holder:	Rochusplatz 1, A-7461 Stadtschlaining
Name of the bank:	Raiffeisenbezirksbank Oberwart
Address of the bank:	Kirchenplatz 3, A-7461 Stadtschlaining
IBAN:	AT71 3312 5000 0021 7638
BIC:	RLBBAT2E125

3. Language

The Meeting is conducted in English. Translation is not provided.

4. Accommodation

It is the responsibility of each participant to organize their own accommodation. A certain number of rooms has been blocked on reduced prices at [Burghotel Schlaining](#), [Haus International](#) in Stadtschlaining and [Reduce Hotel Bad Tatzmannsdorf](#). Please make your choice and reserve your room by indicating “EAPTC”:

Hotel	Location & booking details	Price per single room (inkl. breakfast)
Burghotel Schlaining	located opposite the Seminarcentre – zeit@burghotel-schlaining.at NB: rooms blocked for your reservation until 18th April 2022 .	€ 95,-
Haus International	located 5 mins walk to the Seminarcentre – hausint@hotmail.com NB: rooms blocked for your reservation until 18th April 2022 .	€ 50,-
Reduce Hotels	located in the neighbouring town, Bad Tatzmannsdorf, 10 min. drive by taxi – vital@reduce.at NB: rooms have been blocked for your reservation until 10th April 2022 .	€ 119,- Transfers can be arranged on additional costs.

NB: Double rooms are available upon request at higher rates.

5. Transfer from and to Vienna

Stadtschlaining is located 130km to the southeast of Vienna. It will take you a minimum of 90 min (one way) for the trip. Please consider this distance in your travel arrangement.

We have arranged collective bus transfers on 10th May from Vienna City Centre (Main Train Station) and from Vienna International Airport at:

- 12:00 noon departing from Vienna Main Train station
- 13:00hrs departing from Vienna International Airport
- 15:00hrs departing from Vienna Main Train station
- 16:00hrs departing from Vienna International Airport

If you want to use our collective bus transfer, please complete the respective fields in the registration form and choosing the best suitable option (departure time, departure location). After the end of the Conference, collective bus transfer is arranged departing on 12th May at 17:30hrs from Stadtschlaining to Vienna Airport (approx. arrival 19:30hrs and Vienna Main Train Station approx. arrival time 20:30hrs). The costs of approx. €25,- / € 30,- per person and per ride will have to be **paid in cash** to the bus driver.

6. Catering / meals

Lunches and tea/coffee breaks (both morning and afternoon) will be provided to all participants on 11th and 12th May at the Seminarcentre. Please specify any dietary requirements (as well as other special needs) in your registration. On 11th May, we will have a joint dinner (which is included in the conference fee), for which we request you register in the registration form (see Item 1 Venue above).

7. Dress code

For the Conference, we ask that you wear business attire or the best uniform (no class “A” uniform is needed), and for the official dinner smart casual (no uniform).

8. COVID-19 Regulation and Prevention

To participate in the conference, we strongly advise being **fully vaccinated according to EU standards plus, ideally, a booster jab**. This will allow you to immigrate easily and check in at the hotel without facing any problems. NB: Currently, if you do not have the booster, your vaccine is valid only for 180 days after the second jab (see links below). We also strongly recommend having a PCR or Antigen test done in addition before you start your travel to Austria! Please bring enough FFP-2 masks with you, which are compulsory to wear indoors, at supermarkets, public transport and at restaurants (if not seated). For detailed information on the current SARS COV II regulations, please check these links and keep checking them until your departure, as regulations might change again:

[Entry into Austria and pre-travel clearance \(oesterreich.gv.at\)](https://www.oesterreich.gv.at)
[Latest Information on the Coronavirus Situation in Austria](#)

To minimize the risk of contagion and avoid quarantine, we strongly advise to adhere to the safety protocol (Covid-19 prevention) applied during the conference. Further details about the applicable safety standards will be communicated in due course. Please be reminded that the ASPR cannot cover any costs arising from a possible infection with SARS COV II, necessary tests for entry or departure or hotel costs in case of quarantine.

9. Visa requirements

It is the responsibility of each participant to ensure that she/he is in possession of all necessary visa and transit visa requirements. For respective information please contact the Austrian Embassy which is responsible for your country of residence which you can find through this link:

<http://www.bmeia.gv.at/en/embassies-consulates/search-for-austrian-representations/>.

10. Health insurance

The ASPR cannot provide any insurance coverage and declares explicitly that both your participation to the conference as well as your stay at the place of accommodation are **at your own risk**. As a conference participant, your actions fall under Austrian law and are not exempt from prosecution, should you not abide by the law.

In case you are not a European citizen with a valid e-card (social/health insurance), you are requested **to organise medical insurance for your stay in Austria** as medical emergencies and treatment can be quite costly and will have to be paid by yourself. Please also make sure to **take all your personal and specific medications you might need with you**. Austria follows a strict medical legislation which does require Austrian prescriptions by a physician for certain medications.

11. Cancellation terms

The **hotels** we have blocked for your reservation have their own cancellation terms. Please check out the cancellation terms for the hotel of your choice by visiting its website or contacting the hotel directly. (see under 4. Accommodation above)

Conference fee: cancellation until 3rd May will be at no charge and your participation fee will be refunded to your bank account in full. From 4th May onwards a cancellation fee of 50% will apply. As of the day of arrival (10th May) the full fee will be charged, and no refund can take place.

12. Point of contact

In case of any enquiries related to the Conference, please contact the following address:

Eaptc_2022@aspr.ac.at. Your specific contact persons are:

<u>for programme related issues:</u> Ms Moni Psenner ASPR – Head of Capacity Development	<u>for logistical matters:</u> Ms Claudia Hofer ASPR - Administrative Assistant
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13. Miscellaneous

Internet & power supply: The hotel and conference facility provide free Wi-Fi coverage to which you can connect your devices. We have European 2-pin sockets with 220V everywhere, please bring the necessary adapters for your devices as applicable.

Weather forecasts for Stadtschlaining: [Stadtschlaining, Burgenland, Austria 10-Day Weather Forecast - The Weather Channel | Weather.com](#).

For any additional questions or concerns please contact us at eaptc_2022@aspr.ac.at.