

Civil Society Programme 2017

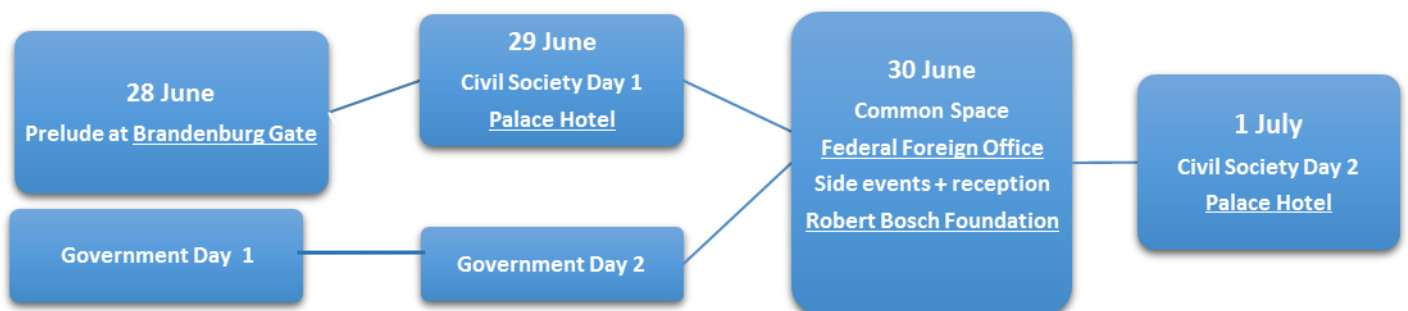
Global Forum on Migration and Development – Berlin, Germany

**“Safe, Orderly, Regular Migration Now:
Mechanics of a Compact Worth Agreeing to”**

Prelude 28 June; Civil Society Days (CSD) 29 June & 1 July; Common Space 30 June

PRACTICAL AND LOGISTICAL INFORMATION

A. STRUCTURE OF THE GFMD



Please consult the [current programme](#) for detailed information on the CSD events. Regarding the government programme, please check the [GFMD website](#).

B. THE VENUES

The Civil Society Days (CSD) on 29 June and 1 July will be organized at the Hotel Palace in Berlin: <http://www.palace.de/en/convention.html>. The hotel is located in the heart of the capital center between the Ku'damm and Zoological Garden, just a few stations away from the Brandenburg Gate and within walking distance of the Kaiser Wilhelm Memorial Church, which is a memorial for peace. The address is:

Hotel Palace Berlin
Budapester Str. 45, 10787 Berlin – Germany

As of 28th June, a Civil Society Days-information desk will be provided for the participants on-site.

The side events and the reception on 30 June will take place at the Robert Bosch Foundation, which is situated very close to the Federal Foreign Office.

Robert Bosch Foundation (*Robert Bosch Stiftung*)
Französische Straße 32, 10117 Berlin

Regarding Common Space Friday 30 June: Please note that due to space limits in the venue being used for the Common Space, there is a limit to the number of government and civil society participants; for civil society delegates, 200. This is already less than the total number of delegates we will have in the Civil Society Days, *so we are unfortunately not able to open these Common Space slots for guests or observers.*

C. VISA AND IMMIGRATION CLEARANCE

Every participant from outside the European Union must secure his or her own visa. All foreign delegates entering the Federal Republic of Germany must carry a passport with minimum validity period of six (6) months.

Any participant requiring a visa is strongly encouraged to contact the appropriate consular authorities as soon as he or she has registered for the CSD. The issuance of a visa for Schengen States may take up to **two weeks** from the date of submission of the visa application.

Please click on the following link for specific information about visa regulations: http://www.auswaertiges-amt.de/EN/EinreiseUndAufenthalt/Visabestimmungen_node.html
Participants are advised that obtaining a Schengen visa has as a condition the participant securing **comprehensive insurance** that covers the entire stay. If you are entering Germany more than once, it is recommended to directly get an insurance that covers the time period of all intended stays.

If you require an official invitation letter, please write us at contact@gfmdcivilsociety.org.

D. HOTEL RESERVATION

Each participant must book his / her own hotel room directly, except those that have been notified to receive funding from the GFMD Civil Society Coordinating Office.

We recommend you to make your reservation in one of the hotels on the list below, where we have blocked rooms for a special rate between 26 June and 4 July. To book a room, please write to the contact indicated on the list, mentioning our key word **GFMD CSD 2017**.

	Parkinn Berlin City West	Art'otel Berlin Ku'damm
Availability	Yes on 28,29,30th June A minimum length stay of 2 nights is obligatory	Yes on 28,29,30th June A Minimum length of stay of 3 nights is obligatory
Distance from Palace Hotel	2,3km	1,4km
Single room rate (€)	95,00	115,00
Twin room rate (€)	120,00	125,00
Breakfast	Included	Included
Reservation method	Phone: 0049 30 58 58 20 720 Email : reservierung.berlin@proventh otels.com	Telephone Reservation: +49 30 400557700 Fax Reservation: +49 30 400 557 777 Email Reservation: abcres@pphe.com
Booking deadline	06 June	07 June

E. INTERNET ACCESS AND USE OF PHONE

All hotels and venues have access to use free wifi and Internet (password will be available there). For dialing any German phone number, please use the **international country code of Germany +49**.

F. TRANSPORTATION

Arrival by plane

There are two international airports in Berlin:

- Tegel Airport: <http://www.berlin-airport.de/en/travellers-txl/index.php>
- Schönefeld Airport: <http://www.berlin-airport.de/en/travellers-sxf/index.php>

Berlin has a well-developed system of public transport. From Tegel Airport the airport busses of lines TXL, X9, 128 or 109 bring you to the city center. From Schönefeld Airport there is the S-Bahn (S9 and S45) and bus X7 to the city center, and the regional trains RB14 and RE7 which stop in the city center as well as in Zoologischer Garten (close to Hotel Palace).

For more detailed routes please check the trip planner of the Berlin Public Transport services (BVG): <http://fahrinfo.bvg.de/Fahrinfo/bin/query.bin/en?ld=0.1&>. On the website of your hotel you will find more detailed information about how to get to your hotel from the airport.

At both airports taxis are available. It is recommended for the participants to dispose the rough amount of 50 Euro upon arrival at the airport for a taxi ride into the city center.

Arrival by train

There are hourly regular trains to Berlin Central Station from all other major German cities. Travel arrangements can be made with Deutsche Bahn (<https://www.bahn.com/en/view/index.shtml>).

While Berlin Central Station is directly in Berlin's city center, the U-Bahn (subway) and S-Bahn (city train) station Berlin Zoologischer Garten is within walking distance of the venue Hotel Palace Berlin.

TRANSPORTATION DURING CIVIL SOCIETY DAYS

Public Transport

As mentioned above, the U-Bahn and S-Bahn station Berlin **Zoologischer Garten** is within walking distance of the venue Hotel Palace Berlin.

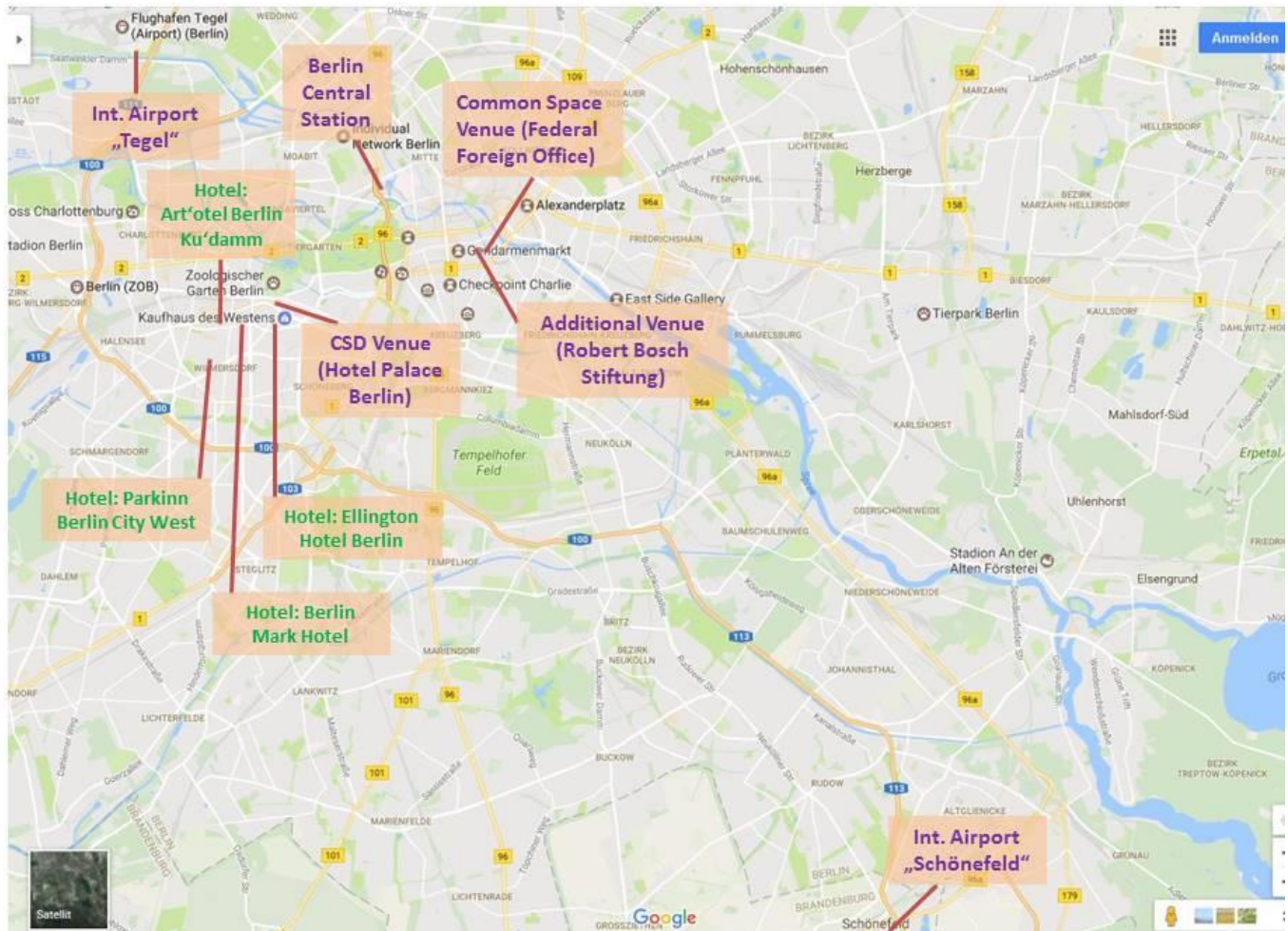
All of the recommended hotels are close to Hotel Palace (see map below). For detailed information on how to get to the venue from your hotel with public transport please check the trip planner of the Berlin Public Transport services (BVG): <http://fahrinfo.bvg.de/Fahrinfo/bin/query.bin/en?ld=0.1&>. Information about the tariff zones and tickets are provided here: <https://shop.bvg.de/index.php/tickets>

G. LANGUAGE

The official language in Berlin is German. English is widely spoken and understood. The CSD will be held in English, with interpretation to and from Spanish and French.

H. MAP OF CSD VENUES AND IMPORTANT PLACES

See next page



I. CURRENCY AND CREDIT

The official German currency is the Euro (€). One Euro = 100 cents, the smallest coin in use is 1 Cent. The current Euro exchange rate can be found at: <https://www.ecb.europa.eu/stats/exchange/eurofxref/html/index.en.html>.

It is recommended to have a small amount of cash (50 Euros) on hand upon arrival or to change money at the airport for immediate expenses.

Most banks are open from Monday to Friday 9.00 am to 6.00 pm. Almost all banks have automated teller machines (ATMs) that accept overseas bank cards and are accessible from outside (look for *Geldautomat*). Please check with your local bank before departure whether your bankcard is valid in Germany. Credit cards, such as American Express, MasterCard and Visa are generally accepted in Germany, though not all shops and restaurants accept credit or debit cards.

J. BUSINESS HOURS

Shops are generally open from Monday to Saturday from 8.30 am to 8.00 pm, though times may differ. On Sundays, most shops are closed.

K. USE OF ELECTRIC AND ELECTRONIC ITEMS/ GADGETS

The electric current used throughout Germany is 230 volts AC, 50 Hz (continental European standard). Wall outlets are compatible with other continental European plugs. Participants from abroad may need adaptors to use their electronic devices.

L. CLIMATE

In Berlin, the maximum average temperature is 23,6 °C in summer. On some sunny summer days the temperature may rise to above 30°C. Within the city, the heat is stored which results in warm temperatures of about 20°C at night. Concurrently, the highest volume of precipitation on average occurs during summer season and has a cooling effect.

(For more information: www.wetter.de)

M. TIME

UTC/GMT +1 hour

SECURITY INFORMATION

A. PARTICIPANTS' RESPONSIBILITY

It is the responsibility of each participant to exercise appropriate vigilance, common sense and judgment on health and security matters.

B. VENUE ACCESS CSD + PROCEDURE TO OBTAIN SECURITY ID BADGE

As in all prior GFMDs, participants are required to obtain and carry a GFMD CSD badge in order to be admitted to CSD venues.

The registration for the badges will start on Wednesday, 28 June at the reception of Palace Hotel.

C. SECURITY IN THE CITY

Outside of programmed activities in conference and hotel venues, participants can move with caution and upon their own responsibility. At all times, participants are fully responsible for and requested to take care of their own valuable items, such as purses, wallets, jewellery and electronic devices.

D. IMPORTANT CONTACT NUMBERS

Police:

- **Emergency number:** 110

Hospitals:

- **Emergency ambulance:** 112

Hotel Palace Berlin:

- +49 30 2502-0

Local organizers:

- **VENRO:** Astrid Müller +49 177 567 35 58