



COFACE-Disability meeting

25-26th June 2018

Venue: Hotel Ibersol Antemare, Av. Mare de Déu de Montserrat, 48, 08870 Sitges

AGENDA

Monday 25th June: COFACE Families Europe - Statutory business (morning, AC members only, in French) + Focus on Instituto de Robótica and the local context (afternoon)

10.00-13.00: COFACE Families Europe - Statutory business @ Hotel Ibersol Antemare

13.00-14.00: Sandwich lunch @ Hotel Ibersol Antemare

14.00-17.00: Focus on Instituto de Robótica and the local context @ Hotel Ibersol Antemare

17.00-19.00: Side visits organized by Instituto de Robótica @ Fundación Ave Maria (transport by bus for the entire group, and then going back to the hotel before the dinner)

20.00-22.30: Dinner @ Restaurant Pic Nic

Tuesday 26th June: COFACE Disability expert meeting (whole day)

09.00-15.30: COFACE Disability expert meeting @ Hotel Ibersol Antemare (sandwich lunch at 13.00).

ACCOMMODATION & MEETING PLACE

COFACE has already pre-booked and paid some rooms for its delegation in **Hotel Ibersol Antemare Spa**. Participants will be accommodated in standard room. Breakfast is included.

Arrival day: 23rd-24th-25th of June (according to the provided schedules by the members)

Departure day: 26th-27th of June (according to the provided schedules by the members)

Hotel Ibersol Antemare Spa ([map](#))

ADDRESS:

[Hotel Ibersol Antemare Spa ****](#), Av. Mare de Déu de Montserrat, 48, 08870 Sitges

<https://www.hotelibersolantemare.com/> / [Closest bus from the Airport stop](#)

Contact: **Lourdes Cuenca**, telephone: +34 93 894 70 00 / Email: jrecepcion@antemare.com

Please note that the two-day meetings will take place at the hotel, except the visit of the services facility of Instituto de Robotica, planned on Monday afternoon from 17.00 to 19.00 (we will use a privatised bus for the whole group to go there and to come back to the hotel before the dinner).



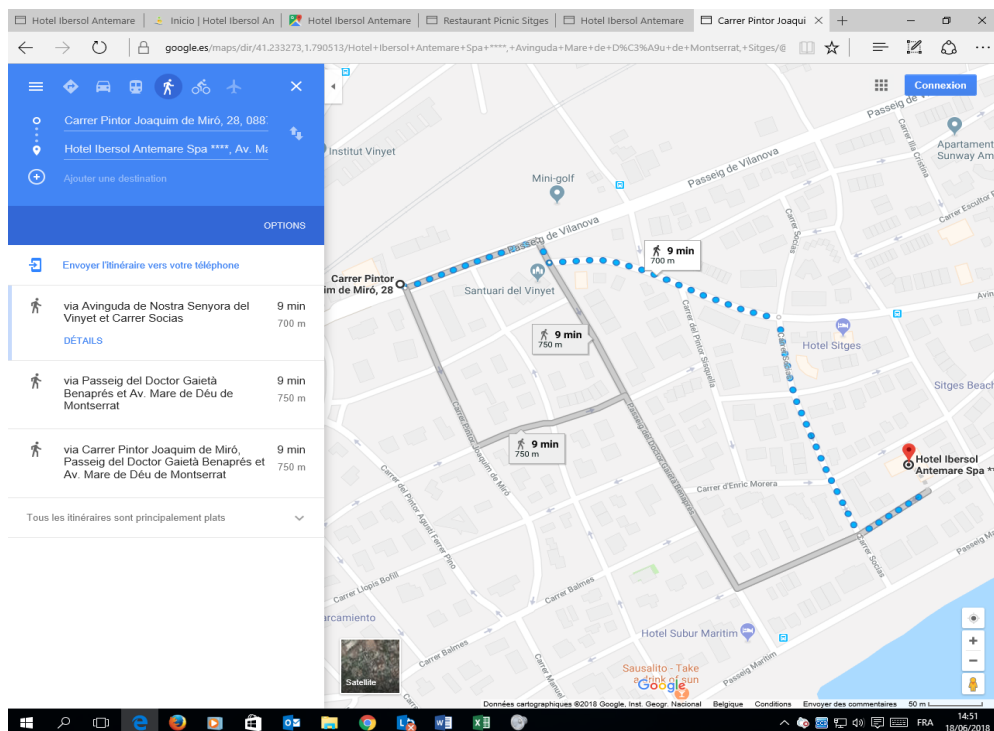
HOW TO GET THERE FROM THE BARCELONA EL PART AIRPORT?

BY BUS

From Barcelona El Prat airport you can find buses departing every half an hour (weekdays) or every hour (weekends). Schedules at <http://www.monbus.cat>, the company that operates it. It costs 7.10 euros.

The MonBus stop is in Terminal 1 (T1). If you arrive at Terminal 2 (T2) you have to take a free bus from the airport that makes the transfer to T1 (it is 4 Km and the bus transfer time between terminals is about 10-15 minutes).

The closest bus stop to the hotel is called [La Masia](#). From there it is a 9 minutes walk [to the hotel](#).



BY TAXI

COFACE has a strong preference for the use of public transport, when available.

The European Commission under general circumstances does not reimburse taxis. COFACE however does reimburse taxi transport under the following conditions:

- travel to and from the airport to the meeting venue or hotel between 22.00 and 6.00.
- if there is no public transport available (e.g. **strike**, remote location)
- if the traveller can justify the use of taxi for other reasons (illness, reduced mobility...etc.)

COFACE reimburses taxi travel under the above guidelines with a ceiling of 100 EUR per claim.

A taxi from Barcelona airport to the hotel in Sitges should be something around 60.00 Euros.

DINNER – 25th June – 20.00-22.30

A dinner will be organised at [Restaurant Pic Nic](http://www.restaurantpicnic.com/cat/), Passeig de la Ribera, s/n, 08870 Sitges: <http://www.restaurantpicnic.com/cat/>. Map from the hotel [here](#) (10 minutes walk along the seaside).



REFUND

Please send us by regular postal service **the expenses form** you will find on the webpage of the event dated and signed, as well as the original documentary proofs (boarding cards of your flight, transport tickets) within 30 days after the meeting. Unjustified amounts will not be refunded (minibar, telephone expenses). Thank you for your understanding.

Please send your expenses form and original proofs to Florian Charron, Project and Finance Manager: COFACE Families Europe, Rue de Londres 17, 1050 Brussels, Belgium, secretariat@coface-eu.org.

USE OF PERSONAL DATA

Please note that you will be attending a COFACE meeting where photographs and audio-visual footage may be taken. The photos may be communicated by COFACE on its website or social media or electronic or printed publications. Should you prefer not to appear in any images and videos, please contact the organisation secretariat at secretariat@coface-eu.org.

CONTACT DETAILS

For all practical questions in Sitges please do not hesitate to get in contact with:

Liz Gosme (COFACE): lgosme@coface-eu.org Tel : +32 4 85 32 33 54 (Belgian mobile)

Florian Charron (COFACE): secretariat@coface-eu.org Tel : +32 4 74 95 86 85 (Belgian mobile)

David Lopez (Instituto de Robotica): dlopez@avemariafundacio.org Tel: +34 661 634 224 (Spanish mobile)