



Donor Consultation on Parliamentary Development and Financial Accountability

*Organized by the UK Department for International Development,
the United Nations Development Programme, and
the World Bank Institute*

*Hosted by the
Government of Belgium*

*Palais d'Egmont, Brussels
May 21 and 22, 2007*

Information on Logistics

1) Date and Venue

The consultation will take place on Monday 21 May and Tuesday 22 May 2007 at the Palais d'Egmont in Brussels. The entrance is located at 8 Place du Petit Sablon, 1000 Brussels. Registration for the consultation will start at 8:30 am on the Monday. (see MAP and directions in annex)

2) Arrival in Brussels

Participants are expected to arrive to their hotel by their own means (taxi or train). Taxi fares should be around 40 Euros from the Brussels airport (Zaventem). At the airport, the train station is located below the terminal (basement level -1). Trains leave every 15 minutes to Brussels Central Station (one way ticket is 2,8€).

3) Getting around Brussels

By Subway, bus and tramway: The metro is efficient, easy to use and relatively inexpensive. Two main lines blanket the inner city - the #2 line is the more central one, servicing **Gare du Midi**. A single ticket costing €1.50 is valid for one hour on all metro, bus and trolley services but can be purchased at discount prices in ticket multiples of 5 and 10. A 24-hour unlimited travel pass costs €6.

By Taxi: Even with the tip included in the fare, Brussels taxi fares are quite expensive. Found at marked stands throughout the city.

4) Accommodation

Participants are expected to fund their own travel and make hotel arrangements on their own. You will find enclosed information on nearby hotels.

HOTELS IN BRUSSELS						
<i>Hotel</i>	<i>Tel</i>	<i>Fax</i>	<i>Address</i>	<i>Room</i>	<i>UN rate in Euros</i>	<i>Breakfast</i>
Brussels Hilton (uptown – centre) http://www.hilton.com/en/hi/promotions/hi_greatdeals_benelux/index.jhtml?	02/504.1 1.11	02/504. 21.11	Bld de Waterloo 38 1000 Brussels	Deluxe Room	175	Excluded
Hotel Chambord (near Porte de Namur) http://www.benotel.com/belgium/brussels/chambord/french.htm	02/548.9 9.10	02/514. 08.47	82 Rue de Namur 1000 Brussels	Standard S Standard D Business S Business D	91.5 106.5 98 113	Included
Citadines Apart'hotel (near Porte de Namur) toison@citadines.com http://www.citadines.com/pagenotfound.html	02 543 5353		61-63, avenue de la Toison d'Or 1060 Brussels	Studio 2 p Studio 2 p (more than 7 days)	98 90	Included
Jolly Hotel du Grand Sablon http://www.jollyhotels.it	02 518 11 00 02 512 67 66		Rue Bodenbroekstraat, 2-4, 1000 Brussels	Standard S Supérieur S	180 210	Included

5) Meals

The Belgian Government will offer lunch on Monday 21 May and coffee breaks during the consultation. DFID will host the lunch on Tuesday 22 May in the immediate vicinity of the Palais d'Egmont (place to be confirmed).

6) Contact Details in Brussels

UNDP Office:

Rue Montoyer 14, 1000 Brussels
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UNDP Staff contact details in Brussels:

- Thomas Huyghebaert (Belgian mobile phone) : + 32.484.506.095
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- Scott Hubli (US mobile phone): +1.212.542.0997

7) General Information on Brussels

The official languages in Brussels are French and Dutch

Banking Hours:

Banks are open Monday through Friday, 9:00AM-4:00PM and are closed on Saturdays, Sundays and holidays.

Clothing:

At the end of May lightweight, comfortable clothing, and a sweater or a jacket for the evening should be fine. Please note that in Brussels it can rain any time of the year, so a raincoat is always useful to have.

Credit cards and ATM:

All major cards are accepted (Visa, MasterCard, American Express, Diners Club and Eurocard) as well as Traveler's Checks. ATM machines are available in all major cities.

[ATM Machines - VISA](#)

Click on the ATM Locator on Visa's Expo site to pinpoint the exact location of ATM machines in Belgian cities.

Currency:

[EURO \(Euro\) €](#)

Euro notes are issued in denominations of 5, 10, 20, 50, 100, 200 and 500 euros. Coins come in denominations of 1 & 2 Euro, and 5, 10, 20, 50, 1 and 2 cent pieces.

Electricity:

A.C. 220 volts - 50 cycles. Plugs are of the round 2-pin type.

Time Zone: GMT/UTC +1

Telephone area code: +32 (02)

8) Attractions in Brussels

While no free time is available during the days of the consultation, participants who are arriving in advance of the consultation or staying after may wish to take advantage of some of the following attractions in Brussels. Information is available at the following websites.

<http://www.visitbelgium.com/brussels.htm>

<http://www.trabel.com/brussel/brussels-buildingsandmonuments.htm>