

13th EURAMET General Assembly Week Programme and Information



21 May to 24 May 2019
Borås, Sweden

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1. Time schedule

Time	Tuesday 21 May 2019	Wednesday 22 May 2019	Thursday 23 May 2019		Friday 24 May 2019
8h		Registration	Registration		EMPIR Committee
9h		GA Plenary Session Start 9h00	GA Plenary Session Start 9h00		Lab visits
10h					
11h		Coffee	Coffee		Coffee
12h		GA Plenary Session	GA Plenary Session		EMPIR Committee
13h	13h00 Registration and lunch	Lunch: 13h00	Lunch: 13h00		Lunch: 13h00
14h	GA Delegates Only Start 14h00	GA Plenary Session Start 14h15	Research Council Start 14h15	Joint Workshop Start 14h15	EMPIR Committee Start 14h15
15h				Lab visits	
16h	Tea	Tea	Tea		Tea
17h	GA Delegates Only	GA Plenary Session	Research Council	EMN Chairs and TC Chairs	EMPIR Committee
18h					
19h					
20h	Welcome Reception Start 19h30	Dinner	Welcome Reception EMPIR Committee Members (only)		
21h					
22h					

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2. Participants in the meetings

	General Assembly Working Session 'Delegates Only' ¹⁾	General Assembly Plenary Sessions	Workshop for EMN Chairs and TC Chairs	EMPIR Committee Meeting	Research Council Meeting
BoD Members	x	x	x		
Delegates	x	x			
DI Representatives		x			
TC Chairs		x	x		
EMN Chairs		x	x		
WG Convenors		x			
EMPIR Committee Members				x	
Research Council Members		x			x
Invited Guests					
• Liaison Organisations		x			
• Advisors to Delegates		x			
• Guests		x			

¹⁾ Only 1 Representative per country (registered Delegate or Alternate).

3. Venue

All meetings will be held at Borås Congress Center. For details, please see document 'Information from host'.

The Welcome Reception will also take place at Borås Congress Center.

4. Participation fee & Payment methods

Participation fee

1 day: €85,00

2 days: €170,00

3 days: €255,00

4 days: €340,00

Please note: There will be no fee for the Welcome Reception on Tuesday, 21 May 2018.

Payment methods

- in Euro by bank transfer
- in cash at the registration (only in Euro)
- payment in USD by bank transfer is possible
- payment by credit card is not possible

Pro-forma invoices for the registration fee will be made out by the local host, RISE, and will be sent to participants after the registration deadline at latest.

For any questions about the participation fee, please contact the local host (see 7. Contact Us)

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5. Accommodation

Hotel reservations have to be made directly with the Hotels.

Prereservations have been arranged with the following hotels:

- Scandic Hotel Plaza Borås
- Comfort Hotel Jazz
- Hotel Solhem Park

Booking deadline is **15 April 2019**.

For details and reservation links, please see document 'Information from Host'.

6. Registration deadline

Registrations should be made as soon as possible, but latest on **23 April 2019**.

7. Visa & Invitation letters

For formal invitation letters, e.g. for visa, please contact Jutta Bender (see Contact us, below).

8. Contact us

For further information, please contact:

Programme & Registration, Invitation Letters

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Hosting Organisation for Logistics, Location, Travel

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