

Paris, 10 April 2009

Practical information
ICOMOS Executive and Advisory Committee meetings
(including Scientific Council and National Committees Council meetings)
Valletta, Malta, 5 to 10 October 2009

1. DELEGATES

a. Right of attendance

All National and International Scientific Committee Presidents, or their designated representatives, are of course invited to attend the Advisory Committee Plenary sessions, the Scientific Symposium, the Excursion and the evening events.

All the International Scientific Committee Presidents, or their designated representatives, are invited to attend the Scientific Council meeting.

All the National Committee Presidents, or their designated representatives, are invited to send a representative to the National Committees Council meeting, as well as the meetings in Regional groups and the Advisory Committee Task Forces meetings.

As you will see, this year for the first time, the National Committees will be meeting in parallel to the Scientific Council, before the start of the plenary session of the Advisory Committee meeting. In cases where an International Scientific Committee President is also a National Committee President, this may mean that you have to appoint an alternative representative for your Committee for one of the meetings.

The Executive Committee meetings are only open to the members of this body. Executive Committee members are of course welcome to attend Advisory Committee meeting (including the Scientific Council and National Committees Council meeting), the Scientific Symposium, the Excursion and the evening events.

b. Delegation of Powers

Please note that according to Art. 7 of the Rules for the Advisory Committee any member of the *"Advisory Committee who is unable to attend a session may be represented by someone else:*

- *the President of a National Committee by a member of the National Committee of his country*
- *the President of an International Committee by a member of his International Committee*

Designation shall be made by written, signed and dated proxy, to be sent to the President of the Advisory Committee (via the ICOMOS International Secretariat) at least 15 days before the session".

Please note that this delegation of power is especially important in the context of the elections that will take place during the Scientific Council meeting and the Advisory Committee meeting, for the Scientific Council coordinators and Advisory Committee President and Vice President. Only duly designated delegates will be allowed to vote (1 vote per Committee).

2. REGISTRATION

Please complete the attached registration form and return it as soon as possible but **no later than 1 August 2009 to:**

Attention: Ms Josette Calleja

E-mail: Josette.calleja@gov.mt or Fax: + 356 21 222 900

The registration form can also be downloaded from special pages dedicated to this event on the ICOMOS website –

<http://www.international.icomos.org/malta2009/index.html>.

Following receipt of your registration form, ICOMOS Malta will send you a confirmation email and an official invitation letter which you can use for your visa application (see below) or other purposes.

3. VISAS

Remember that visa, as well as travel & health insurance, arrangements are each delegate's individual responsibility.

Delegates are requested to make their own checks on whether they need a visa to enter Malta **and we strongly advise you to submit visa applications as of now, as soon as you have registered with ICOMOS Malta to obtain your official invitation letter.** Visa applications may need a considerable amount of time to be processed. Please note that the visa must be in your passport before you travel to Malta, and cannot be delivered on arrival.

Malta is a Schengen country, and European and most Commonwealth country, nationals do not need a visa to enter Malta.

You can find lists of which country nationals do need a visa and the Maltese Embassy they should submit their application to [which for many countries means applying through another European third country], as well as contact details of all Maltese Embassies around the world, on the web site of the Ministry of Foreign Affairs: <http://www.mfa.gov.mt/> (see section Travelling to Malta)

For your visa application, please follow the instructions given on the Ministry of Foreign Affairs web site and submit your visa application to the Ministry. So that ICOMOS Malta can follow-up on visa requests and assist if needed, please also copy your visa application to Ms Josette Calleja of the ICOMOS Malta organizing team: Josette.calleja@gov.mt

If you have any difficulty with identifying the Maltese Embassy that can handle your visa request please advise our Maltese colleagues (Josette.calleja@gov.mt) and they will help you.

4. LANGUAGES & SIMULTANEOUS INTERPRETATION

There will be simultaneous interpretation English – French during the Executive Committee meetings (except evening sessions), the Scientific Symposium, the Scientific Council meeting, and the Advisory Committee plenary sessions. There will be no simultaneous interpretation during the National Committees Council meeting, the meetings in Regional groups, the meetings of the Advisory Committee Task Forces and the World Heritage Training workshop.

5. VENUE

The main meetings will be held at The Mediterranean Conference Centre, Valletta. Some of the smaller meetings may be at alternative venues – which will be advertised on the ICOMOS web site at a later date.

Address of the Main Venue: The Mediterranean Conference Centre,
Triq Il-Mediterranean, Valletta, web site: www.mcc.com.mt

You can find a map showing the location of the venue on the special web site for this event.

6. ACCOMMODATION & FOOD

a. Accommodation

Please note that delegates must book and pay their own accommodation.

ICOMOS Malta has negotiated prices in four hotels for you: a 5-star hotel, a 3-star hotel and two 2-star hotels. All hotels are within a 10/15 minute walk to the Mediterranean Conference Centre, main venue of our meetings.

To book rooms in these four hotels at the special rates mentioned below, you must book through the appointed agent, Express Travel Malta - sales@express.travel.com.mt. When booking mention that you are attending the ICOMOS 2009 meeting. All bookings must be accompanied by a credit card reference. Prices are on a bed & breakfast basis.

5-star: HOTEL PHOENICIA (just outside the city walls) - www.phoeniciamalta.com

Single Room 140 €

Twin/double Room 163 €

[Half board supplement is available at an extra 28 € per day/ per person]

3-star: OSBORNE HOTEL (within the city walls): - www.osbornehotel.com

Single Room 56 €

Twin (per room) 80 €

2-star: GRAND HARBOUR HOTEL (within the city walls) - www.grandharbourhotel.com

Single Room - inland: 38 €

Single Room - sea view: 48 €

Twin/double - inland: 56 €

Triple Room - sea view: 78 €

2-star: BRITISH HOTEL (within the city walls) - www.britishhotel.com

Twin Room [per room] 60 €

Twin Room - sea view 75 €

Single Room 40 €

Single Room - sea view 52 €

Please note that October is still high season in Malta, so hotel bookings should be made well in advance.

If the recommended hotels are fully booked, additional accommodation suggestions, in a range of hotels and B&B guest houses around or near Valletta, can be found through the search engine on the Visit Malta web site: <http://www.visitmalta.com/booking-page>

b. Food

Breakfasts are served at the places of accommodation at the expense of the delegates. Light lunches, at moderate cost to the delegates, will be served at the main venue.

Evening meals, other than the formal receptions, will be at the expense of the delegates. Valletta offers a wide range of restaurants - from snacks and fast-food restaurants, to traditional and 5-star restaurants. A list of restaurants, their locations and telephone numbers will be provided to you at the venue and recommended hotels.

Average indicative prices:

- Soft drink: 0.75 €

- Small bottle of water: 0.65 €

- Espresso coffee: 0.60 €

- Bruschetta: 2.80 €

- Pasta dish: 6.00 €

- Meat or Fish dish: 10.00 €

7. SOCIAL EVENTS & EXCURSION

More detailed information will be provided to you at a later date and on the ICOMOS web site.

Please indicate on the registration form if you will be joining the excursion and whether you will be accompanied. Please note that for the excursion there is a priority to delegates. The excursion is free of charge.

8. INTERNATIONAL TRANSPORT AND GETTING AROUND IN MALTA

a. International flights:

There are flights from most destinations in Europe and some from North Africa. There is also a daily flight from Dubai.

Main Airlines operating to Malta include: Air Malta [www.airmalta.com], British Airways, Lufthansa, Alitalia, Emirates, Ryanair, Easy Jet, Click Air, Vuelling. There are also regular charter flights from many European cities.

b. Getting to and from the airport

Please note that the organisers are not able to pick up individual delegates at the airport or take them there on departure.

Malta International Airport is located between the villages of Luqa and Gudja, 10kms from Valletta. For information see www.maltairport.com

A Taxi service is available 24 hours a day from Malta International Airport to any destination in Malta. Fixed rates are applicable and pre-paid tickets can be purchased from the ticket booth inside the Welcomers' Hall on Arrivals. The fixed rate from the airport to Valletta is approx. 16 Euros.

Valletta is the centre of the bus system in Malta, with most buses leading to Valletta. Bus number 8 leaves Valletta, passing through Floriana, Marsa, Paola, Tarxien, Ghaxaq and Gudja before stopping in front of the air terminal, and vice-versa from Malta International Airport to Valletta. Each trip takes around 25/30 minutes to reach final destination. The bus schedule is available under www.maltairport.com (see Airport services). The ticket from the airport to Valletta one-way is 0.47 Euro.

Getting about in the city:

The conference centre and other venues within the city will be within walking distance.

9. FINANCIAL SUPPORT

Unfortunately, at this point in time, we do not dispose of financial support to be able to help participants attend the meeting.

10. TEMPERATURES

In October, the average temperature in Malta is 23.8 Celsius during daytime and 17.2 Celsius at night, with 7.1 hours of sunshine. The weather is mild with the possibility of rainfall.

11. CURRENCY

The currency of Malta is the Euro €.

12. AGENDA AND OFFICIAL COMMUNIQUES

In due course, you will be sent the draft agendas for the meetings.

All the official information on the meetings, the elections of the Advisory Committee President and Vice President, as well as Scientific Council coordinators, will be posted on the ICOMOS web site – <http://www.international.icomos.org/malta2009/index.html>.

The site will also contain further information on Malta, the venue, maps, as well as any up-dates on the organisation of the meeting. Please make sure you consult it regularly.

13. CONTACTS AND FURTHER INFORMATION

For information concerning registration/official invitation letters/visas, please contact :

Ms Josette Calleja

Email: Josette.calleja@gov.mt

Tel: + 356 22954 335

Fax: + 356 21222 900

Should Ms Calleja not be available, you can also call

Tel: + 356 22954 335 326 [Ray Jones]

Tel: + 356 22954 335 328 [Ray Bondin]

For further information on Malta and heritage sites in Malta:

The Official Tourism Site : www.visitmalta.com

Heritage Malta : www.heritagemalta.org

Visit to the Hypogeum: Only 100 persons per day can visit this World Heritage site and reservations have to be made many months ahead. Anyone interested should reserve through www.heritagemalta.org immediately.