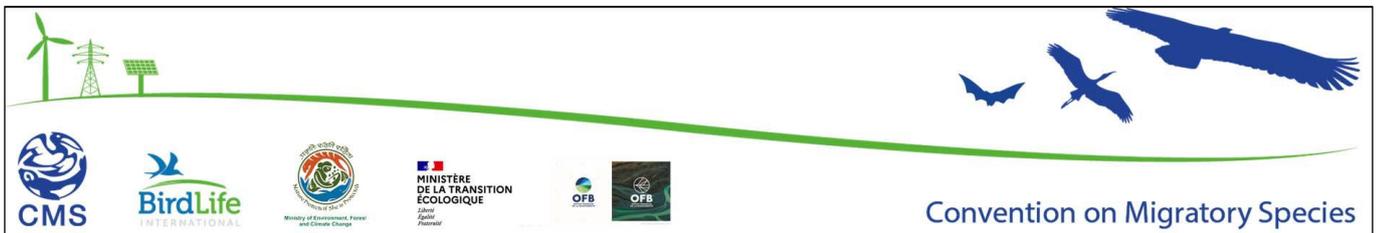


## 7<sup>th</sup> Meeting of the CMS Multi-Stakeholder Energy Task Force

24-26 April 2024, Madrid, Spain and online

### INFORMATION FOR DELEGATES

(as of 12 March 2024)



The Government of India, through the Ministry of Environment, Forest and Climate Change were recognized as Champion Plus for their generous support and commitment towards Making energy safe for wildlife for the period 2020-2023. The operations of the Energy Task Force have been funded with the contribution granted by India under the Migratory Species Champion Programme.



## 1. Venue

The ETF7 meeting and Open Day will be held at the Assembly Hall of the Ministry, Madrid.

**Address:** Plaza San Juan de la Cruz 10, Madrid, Spain.

The meeting will also be held online, with the joining information to be shared shortly with registered participants.

## 2. Accessibility and inclusivity

The venue building has the following facilities available:

- Access ramps and accessible bathrooms
- Cafeteria, restaurant, dining room and vending machines
- Library
- Post office
- Nursing facilities are available in the nearby Ministry offices.

## 3. Wi-Fi

Complementary wi-fi will be available to all meeting delegates throughout the venue.

## 4. Registration

Registration for the ETF7 meeting and Open Day is managed through the online portal: <https://meetings.cms.int/meetings/ETF7/registration>

## 5. Passport and visa requirements

Nationals of third States who travel to Spain for stays of up to 90 days (during any period of 180 days) for tourism, business, family visits, medical treatment, study, non-work internships or volunteer activities with a duration not exceeding 3 months, or for other non-gainful activities, must meet the entry conditions established in the Schengen Border Code. The nationalities requiring a visa are listed in [Annex I of Regulation \(EU\) 2018/1806](#).

### Entry Requirements

- Enter via an authorized border-crossing point.
- Present proof of identity and a valid travel document.
- Present the corresponding visa, if required, according to nationality.
- Provide evidence of meeting the conditions for the proposed stay and of possessing sufficient financial means.
- Not be subject to a ban on entering Spain.

More information and instructions can be found [here](#).

## 6. Accommodation and travel

### Accommodation

Meeting delegations will make their own reservations for their accommodation requirements. A list of hotels near the venue can be found in the table below.

<b>Hotel</b>	<b>Estimated Cost (per night)</b>	<b>Estimated distance from venue</b>
<a href="#">The Match Madrid</a>	Deluxe room €97	10mins walk
<a href="#">Roisa Hostal Boutique</a>	Double room €108 Deluxe double €117	32mins walk (20mins by public transport)
<a href="#">Boutique Urban Madrid Serano</a>	Studio €129 Double room €144	23mins walk
<a href="#">NH Madrid Chamberi</a>	Standard single €139.50 Standard room €147 Superior room €165	15mins walk
<a href="#">Libere Madrid</a>	Studio €171 One bedroom apartment €197	51mins walk (20mins by public transport)
<a href="#">Hotel NYX Madrid</a>	Double room (Excl Breakfast) €185	18mins walk
<a href="#">VP Jardin Metropolitano</a>	Little Star room €206 Down to Earth room €234	22mins walk
<a href="#">Suites Barrio de Salamanca</a>	Standard room €232.60	21mins walk
<a href="#">NH Collection Madrid Abascal</a>	Standard room €340 Superior room €334.05	13mins walk
<a href="#">Melia Madrid Serrano</a>	Supreme room €394 The Level room €414	23mins walk

## Airport

[Madrid-Barajas airport](#) is the international airport in Madrid and is serviced by all the major airlines and has four terminals, with the newest, Terminal 4, being one of the largest passenger terminals in the world. It is located a bit further away from the other three, but there is a shuttle bus service that connects them.

Outside the arrivals area of each terminal, there are bus stops with several bus and coach lines running to Madrid City Centre and nearby towns and cities.

Taxis are also available (there is a fixed fee to city centre from the airport of €33), as well as the metro train line 8, which runs from the lower ground floor of Terminal 2, with access to Terminals 1, 2, and 3, and on Floor -1 of Terminal 4, to Nuevos Ministerios station in central Madrid (journey time is around 14 minutes).

There is also another train line connecting Terminal 4 with Madrid's Nuevos Ministerios, Chamartin, Principe Pío, and Atocha stations.

## **7. Travel and medical insurance**

All participants travelling are recommended to have valid travel and medical insurance covering the period of stay in Spain.

The CMS Secretariat disclaims all responsibility for medical, accident and travel insurance, for compensation for death or disability, for loss of or damage to personal property and for any other loss that may be incurred during travel time or the period of participation. It is therefore strongly recommended that, prior to departure, participants secure international insurance for the period of participation.

## **8. Weather**

In Madrid, April has an average temperature of 12°C (54°F), with temperatures gradually increasing reaching 21°C (70°F) in May.

## **9. Currency and use of credit cards**

The official currency of Spain is the Euro (€). Most establishments accept credit and debit cards (although a few may set a minimum amount for card payments). Visa and MasterCard are the most widely accepted cards (American Express and Diners are much less common). You can use your card to buy metro tickets and to pay for bus and taxi rides. If you need to take cash out, you will find ATMs all around the city.

### Tipping etiquette

In some restaurants, it is common to charge an additional €2 or €3 for bread or snacks - something the establishment is obliged to inform you about, and you can refuse if you do not want it - but, generally speaking, the customer decides when it comes to appreciating staff for their friendliness and quality of service in the final bill. Furthermore, the option of tipping in Spain is being introduced simply by using a mobile phone application, without the need for cash.

In hotels, bars and restaurants you will sometimes come across the phrase '*iva no incluido*' (vat not included). This means that they will add on an extra 10% to the bill.

## **10. Official language and interpretation**

The official language of Spain is Spanish. The main operational language of the ETF7 meeting will be English. Unfortunately, live translation will not be available for the meeting.

## **11. Electrical power socket type**

The standard voltage is 220 V and the standard frequency is 50 Hz. In Spain the power plugs and sockets are of type F with two round pins and two earth clips on the side.

## 12. Time zone

Spain operates on Central European Standard Time (GMT+1) and will switch to Central European Summer Time (CEST) (GMT+2) on March 31<sup>st</sup>.

## 13. Code of conduct

All participants are expected to behave with integrity and respect towards all other persons attending or involved with the meeting. Discrimination, harassment, including sexual harassment, abuse of authority, and sexual abuse and exploitation will not be tolerated at the meeting. Participants are invited to carefully review the [Code of Conduct for Events Organized under CMS](#), which will apply to the meeting.

## 14. Catering and dietary requirements

Lunch and coffee breaks will be provided for the ETF7 meeting days. Dietary requirements can be catered for if identified during registration.

## 15. Tourist information

Information about Spain and Madrid (e.g., excursions and activities) can be organised at your own discretion and information can be found on the following websites:

<https://www.spain.info/en/destination/madrid/>

<https://www.spain.info/en/>

<https://www.esmadrid.com/en>

<https://www.lonelyplanet.com/spain/madrid>

[Embassies and Consulates](#): Addresses and telephone numbers of Embassies and Consulates in Spain.