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**SECOND GLOBALLAST REGIONAL TASK FORCE MEETING  
REGIONAL HARMONIZATION WORKSHOP ON MANAGEMENT APPROACHES**

**Istanbul, Turkey**

**1 – 3 June 2010**

**INFORMATION SHEET**

**ORGANIZERS**

The Second GloBallast Regional Task Force Meeting / Regional Harmonization Workshop on Management Approaches is being organized within the framework of the Globallast Partnerships Project, jointly by REMPEC and the Specially Protected Areas / Regional Activity Centre (SPA/RAC), with the support of the host country (Turkey) and its Undersecretariat for Maritime Affairs.

All correspondence related to arrangements for this event should be addressed to the:

Regional Marine Pollution Emergency Response Centre for the Mediterranean Sea (REMPEC)  
'Maritime House',  
Lascaris Wharf  
Valletta VLT 1921  
MALTA  
Tel No: +356 21 33 72 96 / 7 / 8  
Fax No: +356 21 33 99 51  
Email: [rempec@rempec.org](mailto:rempec@rempec.org)

**ACCOMMODATION**

Sponsored participants will be accommodated in single rooms, on a bed & breakfast basis, at **The Green Park Hotel Taksim**, whose address and contact details are as follows:

Abdülhakhamit Caddesi No.34  
Taksim /Istanbul  
Turkey

Tel No: +90 (212) 238 05 05  
Fax No: +90 (212) 237 76 46  
Email: [alperaltun@thegreenpark.com](mailto:alperaltun@thegreenpark.com)  
Website: [www.thegreenpark.com](http://www.thegreenpark.com)

Additional participants (not sponsored) could make their own reservation at The Green Park Hotel Taksim pending availabilities or in a hotel of their choice. The contact person for reservation at the Green Park Hotel Taksim is Mr. Alper Altun (Telephone: 90 (212) 238 05 05, Fax +90 (212) 237 76 46).



## **TRAVEL**

The Centre will provide the sponsored participants with an economy flight ticket for the most direct route from the country of origin and cover its cost. Additional participants (not sponsored) should make their own flight bookings.

**Important note:** REMPEC cannot guarantee the participation in the Meeting/ Workshop of participants nominated after the deadline. Moreover, please note that once the nominations of the representatives are received by the Centre and the flight tickets are issued, it will not be possible to make any changes.

## **MEALS**

Lunches will be served at The Green Park Hotel Taksim for the three days of the Meeting / Workshop. No special arrangement has been made for dinners.

## **DAILY SUBSISTENCE ALLOWANCE**

A Reduced Daily Subsistence Allowance will be distributed by REMPEC to sponsored participants during the Meeting / Workshop registration. Sponsored participants are required to present their **flight boarding passes** as well as other **original payment receipts** related to additional authorized expenses (such as visa charges), mentioning its purpose, the date and the cost incurred.

## **VISAS**

Participants in the Meeting / Workshop should ensure that they are in possession of any necessary entry and transit visas prior to their departure from their own country. Whilst REMPEC will try to facilitate the issue of relative visas, the final responsibility to obtain any required visa shall rest with the individual participants. Participants can check the visa requirements and information from the relevant webpage of the Ministry of Foreign Affairs of Turkey <http://www.mfa.gov.tr/visa-information-for-foreigners.en.mfa>.

## **TRANSFERS**

A transfer service from the airport to the hotel and vice versa is arranged and will be provided by The Green Park Hotel Taksim to all sponsored participants. The cost of service is paid directly by REMPEC to the Hotel.