

## 2nd Workshop on Groundwater Bodies in Europe

### Third and Final Circular

#### Dear Participant

Many thanks for your registration for the 2<sup>nd</sup> Workshop on Groundwater Bodies (GWBs) in Europe, to be held on 15 and 16 December 2011. The Geological Surveys of Europe (EuroGeoSurveys) and the German Federal Institute for Geosciences and Natural Resources (BGR) are happy to welcome you at this important event and we wish you a safe travel to Berlin.

This 3<sup>rd</sup> and final circular contains useful information for your travel planning and the schedule of the Workshop and events around it, particularly about

- the venue
- accommodation
- the expected attendance
- information on registration and fees
- information on oral and poster presentations
- the consolidated agenda.

#### Venue

The Workshop will be held at the premises of the BGR branch office, [13593 Berlin-Spandau, Wilhelmstrasse 25-30](#) (see also sections of the city map with bus lines in German on the 3<sup>rd</sup> page).

Please note that Berlin is a city that has grown from a number of individual villages. Therefore there are several streets called Wilhelmstrasse and you must make sure you are going to the right Wilhelmstrasse in the Spandau district in the Western part of Berlin.

The BGR premises are historical red-brick buildings of 19<sup>th</sup> century. Unfortunately the venue has no lift and is quite incompatible for wheel-chairs. Please let us know if you need help for climbing the stairs.

The venue is about 20 minutes walk from the railway station “Berlin - Spandau”. From there you can also take bus transport by lines 134, 135 or 638 to the stop “Am Omnibusbahnhof” (Journey planner: <http://www.vbbonline.de>) or take a taxi.

Once you arrived on the BGR compound, signs will lead you to the registration desk and associated meeting rooms (see also photos on page 3). The venue will be held in the lecture room on the second floor of the building.

### **Accommodation**

No booking arrangements are made by the organisers.

We recommend to stay at the IBIS hotel, Klosterstrasse 4 in 13581 Berlin. It is located directly at the subway station Rathaus Spandau and train station Berlin - Spandau. You can make a reservation online under <http://www.ibishotel.com/gb/hotel-3321-ibis-berlin-spandau/index.shtml>.

Otherwise participants are requested to book accommodation via the central booking service of Berlin (e.g. [www.booking.com/district/de/berlin/spandau.en.html](http://www.booking.com/district/de/berlin/spandau.en.html)).

### **Attendance and language**

Some fifty participants from 20 countries have already registered for the Workshop. This attendance will allow us to discuss a truly European picture and consider a broad range of settings.

The Workshop will be conducted in English. There will be no simultaneous translation.

### **Registration and fees**

Workshop participants are requested to confirm registration at [gwb-workshop2011@bgr.de](mailto:gwb-workshop2011@bgr.de) before **Monday, 5 December 2011**.

Because the venue is located at rather long distance from restaurants, local catering will provide services during breaks and lunch. Therefore, a fee of 70 EURO will be charged at the registration office, covering two lunches at noon and a buffet lunch in the evening of Thursday, 15 December 2011, in addition to coffee/tea and soft drinks.

Fees have to be paid in cash on the spot at the registration office in the ground floor of the venue, which will be open on Thursday, 15 December 2011, from 09:00 to 12:00 a.m. Payments by credit card will not be accepted.

There will also be opportunities for a get-together on Wednesday, 14 Dec 2011, at extra cost not included in the fee. Participants are requested to notify the organisers, if they want to join the event.

### **Poster presentations and PowerPoint files**

The organisers provide a laptop with system software Windows XP and Windows 7. For visualisation of presentation slides the laptop will be equipped with MS PowerPoint in versions 2003 and 2007.

All workshop participants are invited to prepare posters that will be displayed in the venue. There will be no guidelines for the poster formats, except for the size that must not exceed A0 format. Please announce the title of your poster in your registration email.

Please deliver your posters and PowerPoint files as early as possible to the BGR staff at the registration desk. A digital file of your presentation, both posters and oral presentations, would be welcome for documentation. Please email them as attachments to [gwb-workshop2011@bgr.de](mailto:gwb-workshop2011@bgr.de). If the file size exceeds 4 MB, we will provide a directory on an ftp-server.

### **Agenda**

A consolidated draft of the agenda is attached. Please take note that we are proposing only a limited number of oral presentations, to leave sufficient time for discussions. The oral presentations are provided by distinguished speakers who will set the background scene for the workshop.

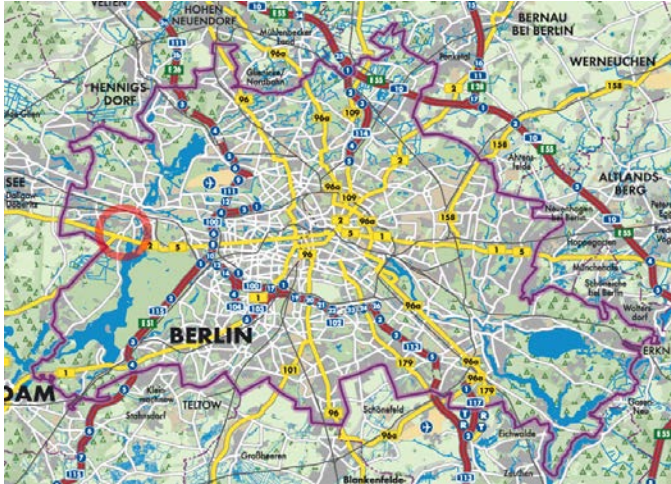
Links to BGR websites with further information:

[Information about BGR](#)

[2nd Circular of the Workshop](#)

[BGR Framework Partnership with European Topic Centre on Inland, Coastal and Marine Waters \(ETC/ICM\)](#)

City map and location of BGR in Berlin (red circle)



Detailed map of BGR branch office in Berlin - Spandau



Photos of entrance to BGR branch office in Berlin

