

Overarching Workshop to Develop a Multi-species Action Plan to Conserve African-Eurasian Vultures (Vulture MsAP Workshop) and Second Meeting of the CMS Preventing Poisoning Working Group (PPWG2)

INFORMATION NOTE FOR PARTICIPANTS

(Revision 1)

Meeting dates and venue

The Vulture MsAP Workshop will be held **from Thursday, 16 February to Sunday, 19 February 2017** and the PPWG2 will be held **from Sunday, 19 February to Tuesday, 21 February 2017** at Castillo de San Servando (San Servando Castle) in Toledo, Spain. Please note that all participants are expected to pre-register online prior to the events. A joint field trip will be organized for participants of both meetings on **Sunday, 19 February 2017**.

The venue is located in the old town of Toledo, in the **Castillo de San Servando**. It is approximately a 20 minutes' walk from the city's railway station or centre and approximately one hour drive (90 km) from Adolfo Suarez Madrid Barajas Airport (Madrid). Contact details for the meeting venue are listed below. (Please see additional maps at the end of this Information Note).

Castillo de San Servando

45006 Toledo, Spain

Tel: +34 925 221 676

How to get there: <http://juventud.iccm.es/sanservando/en/llegar.html>



Accommodation

Arrangements have been made for sponsored participants to stay in the Hotel Carlos V. The stay for sponsored participants includes breakfast, WiFi, and airport transfer to and from Adolfo Suarez Madrid Barajas Airport.

Hotel Carlos V
Plaza Horno Magdalena s/n
45001 Toledo, Spain
Tel: +34 925 222 100
Email: info@carlosv.com
Website: <http://www.carlosv.com/en>

Non-sponsored participants may stay at the same hotel or in other hotels such as the [Hotel Medina de Toledo](#), [Hotel Eurostars Toledo](#) or [Hotel Abad Toledo](#). Other options can be found and booked through different online services such as [Booking.com](#), [Hotels.com](#), [Hotelscombined](#), [Lonely Planet](#), and [Tripadvisor](#).

Arrival at the airport and transportation

An airport transfer service has been arranged for all participants staying at Hotel Carlos V and arriving at Adolfo Suarez Madrid Barajas Airport. A few days prior to the meeting, participants will be informed by email about the different places and times of departure from the Airport to Toledo. **Please note:** sponsored participants should ensure they use this transfer service as it is complimentary, and reimbursements will not be made should alternative transport be used.

If non-sponsored participants wish to take other public transport, there are several possibilities. The best is to take a highspeed train from Madrid (Madrid (departure at Atocha railway station) which can be reached by taxi from the Adolfo Suarez Madrid Barajas Airport (cost EUR 30) or Train Line T4 airport to Puerta de Atocha. Once in Puerta de Atocha station a highspeed train – known as AVE – to Toledo should be taken. More information on Puerta de Atocha:

http://www.adif.es/en_US/infraestructuras/estaciones/60000/informacion_000070.shtml

Regarding airport transfer costs in the departure country, sponsored participants are requested to keep receipts and to bring them to the meeting, in order to be considered for reimbursement.

For information on Customs Rules and Airport Regulations and details of prohibited and restricted items and duty free allowances, please refer to the webpage of the Adolfo Suarez Madrid Barajas Airport: <http://www.aeropuertomadrid-barajas.com/eng/regulations-hand-luggage.htm>.

Visa requirements

For information concerning which nationals require a visa to enter Spain, and procedures for application, please visit the webpage of the Spanish Ministry of Foreign Affairs and Cooperation:

<http://www.exteriores.gob.es/Portal/en/ServiciosAlCiudadano/InformacionParaExtranjeros/Paginas/Inicio.aspx> . To facilitate the visa application process, SEO/BirdLife Spain can provide personalized letters to participants on request. Sponsored participants are requested to keep visa application fee receipts and to bring them to the meeting, in order to be considered for reimbursement. **Note: Please ensure that your passport is valid for a minimum period of 6 months beyond the end of your intended stay.**

Working language

Both the Vulture MsAP Workshop and the PPWG2 will be conducted in English. Participants will need to possess a good knowledge of English because no simultaneous translation into any other languages will be provided.

On-site registration

Participants are requested to bring a photo identification document (e.g. passport, ID card, driver's licence) which should be shown at the Registration Desk. Participants will receive a badge which should be worn visibly at all times whilst on the premises at the venue, including in the restaurant to avoid being charged for your meals.

The Registration Desk will be located at the venue. Participants can register for the Vulture MsAP Workshop on Wednesday, 15 February from 18:00 to 20:00 and on Thursday, 16 February from 08:30 to 09:00; and for the PPWG2 on Monday, 20 February from 08:00 to 09:00.

Documents, printing and photocopying facilities

Please note that for environmental and economic reasons, hard paper copies of the documents will not be distributed during the event.

However, free Wireless Internet service will be available to all participants throughout the venue at all times during the Vulture MsAP Workshop and PPWG2. The organizers wish to encourage participants to bring a laptop or other electronic devices with them. Alternatively, you may prefer to print hard copies of the documents before you travel. Any relevant documents will be made available on the [Vulture MsAP Workshop](#) and [PPWG2](#) webpages as they are developed.

Meals

Lunch will be provided free of charge to all participants at the venue. Please remember to wear your badge. Likewise complimentary refreshments will be provided during mid-morning and mid-afternoon breaks. Evening meals will be provided to sponsored participants at varying venues, which will be communicated separately.

List of Participants

A provisional list of pre-registered participants will be available on the respective meeting webpages in due course. A list of participants that attended the meeting will be made available as an Annex to the Final Reports of the meetings. If any participant does not wish their full contact details to appear on the list of participants, please notify the Coordinating Unit of the Raptors MOU or the CMS Secretariat.

Overview of Toledo



Toledo is above all a unique city setting, a perfect place for conducting any event. Its historical legacy and its architectural beauty add a quality of elegance to any meeting held in the city's prestigious establishments. A Historic Heritage Site, it is a dynamic city, a constantly growing university seat and capital of the Region of Castilla-La Mancha.

Known as the City of Three Cultures, Toledo is a place where history and tradition meet. Meeting in Toledo you can enjoy something that very few cities in the world contain: a combination of Christian, Islamic and Jewish cultures set in unsurpassed natural surroundings.

<http://www.toledo-turismo.com/en>

Weather

The weather is mostly dry all year round, with less than 400mm (15.75in) rain per year (the average rainfall of the last 30 years has been 342mm (13.46in). This does not mean that it never rains, but your chances of enjoying a sunny day are high. There is basically little rain all year round, but October, May and December are traditionally the months in which rain can be more often expected.

Temperatures in winter in Toledo

Temperatures in Toledo can vary considerably between day and night. The average daytime maximum temperatures in winter are between 11.5 and 14° C (51.8-57.2° F). The average night minimum temperatures range from 1.3 to 2.6° C (34.3-36.7° F). December and January are the coldest months of the year and frost is to be expected at night. It is however very rare to see snow in the city, and it is very unlikely for it to snow more than one a day a year. The Tajo river, located next to the old city, increases the likelihood of fog, which can be expected on six to eight days per month in December and January.

Working and business hours

The working week in Spain is from Monday to Friday. Government entities operate from 08:00 to 15:00, banks from 08:30 to 14:00 (excluding banks in malls which may remain open until 19:00). Commercial shops generally operate from 09:00 to 20:00 (a break might be taken during the day from 13:00 to 16:00), whereas shopping malls can be found open from 10:00 to 22:00.

Local time

Spain is one hour ahead of Coordinated Universal Time (UTC +1).

Electricity

The standard voltage in Spain is 230 V at 50 Hz, utilising 2-pin plugs (see photo) or Type F sockets.



Type F: This socket also works with plug C and E

Water

It is advisable to drink bottled mineral water, not tap water. Bottled water is widely available.

Travel and health insurance

All participants are responsible for their own Travel and Health Insurance. It is recommended that all participants take out comprehensive policies before travelling to Spain.

Medical services and healthcare

Please see <http://www.spain.info/en/informacion-practica/consejos-viaje/consejos-practicos/salud-seguridad/#subir>.

Currency and foreign exchange

The official currency in Spain is Euro (EUR). The Euro is subdivided into 100 cents. Coins are in denominations of 1, 2, 5, 10, 20, 50 Cents; EUR 1 and EUR 2. Notes are in denominations of EUR 5, 10, 20, 50, 100, 200, and 500. Currency can be exchanged at the Adolfo Suarez Madrid Barajas Airport. There are many ATMs near the venue which is very close to the city centre (downtown).

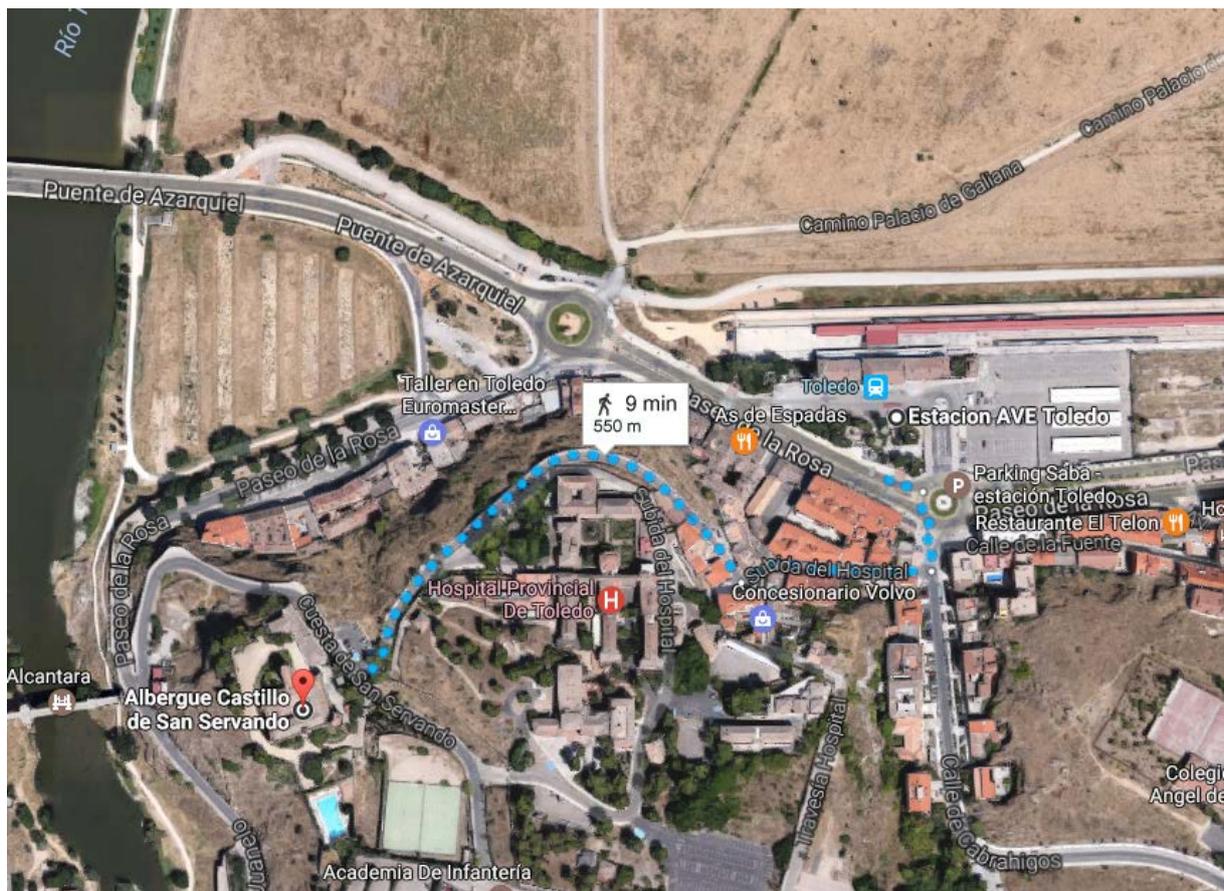
Emergency telephone numbers

Dial 112 free of charge (valid throughout Spain). Service is provided in Spanish, and also in English, French and German in some tourist areas.

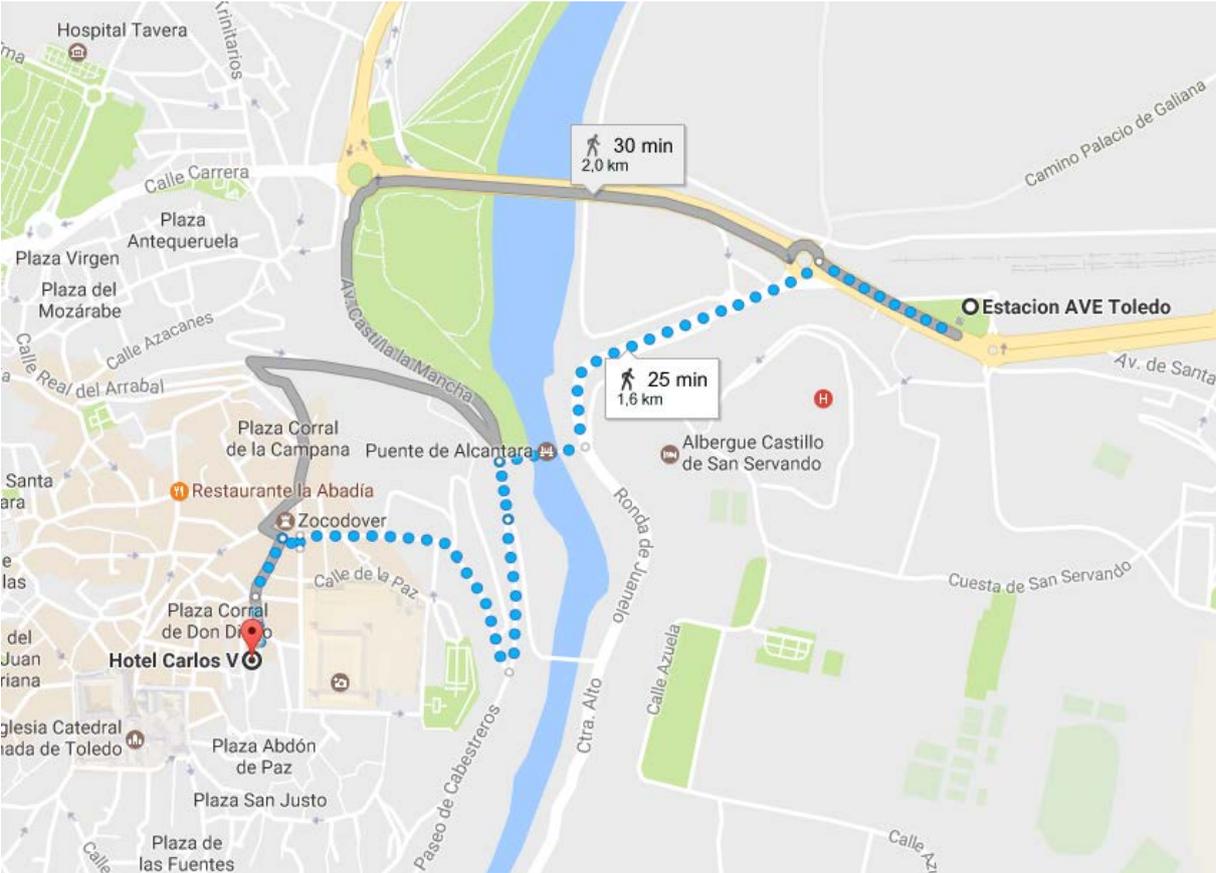
Maps

Here you can download a Toledo city map: <http://www.toledo-turismo.com/cms/js/kcfinder/upload/files/Carpeta%20Mapa%20Toledo%20%28ingl%2B%28R%29s%29%20apai%20sado%20Capital%20gastron%2B%C2%A6mica2016%283%29.pdf>.

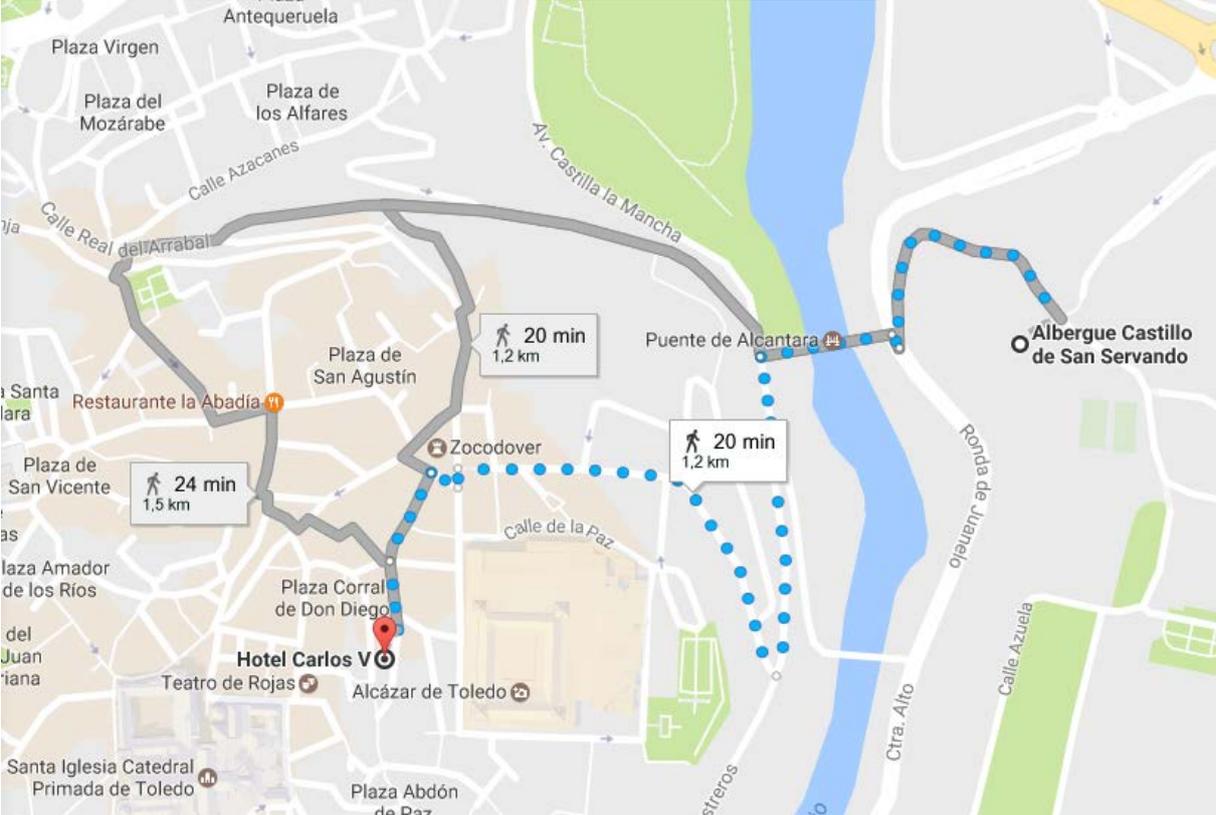
How to reach the venue from the AVE Railway station:



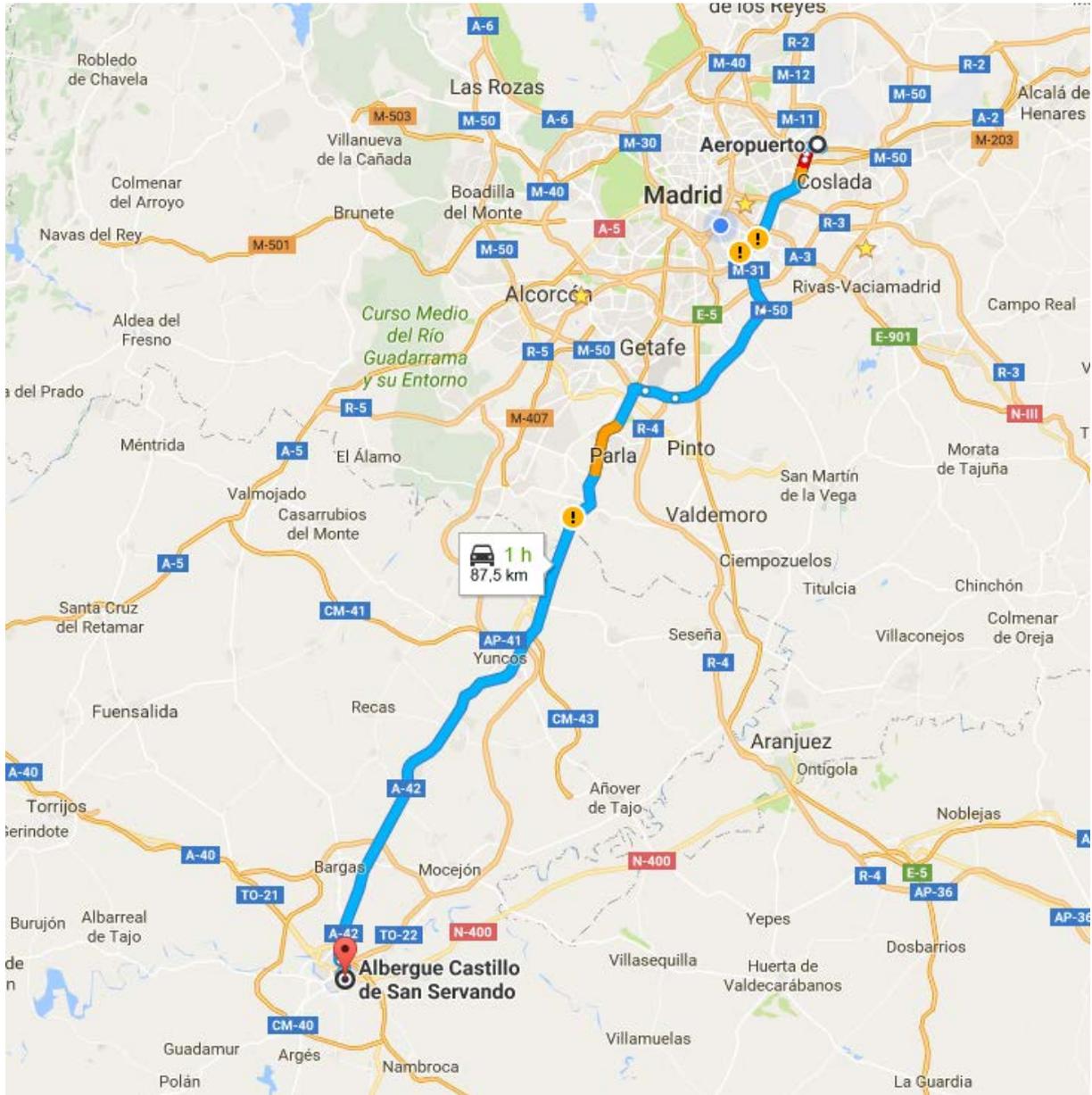
How to reach the hotel from the train (AVE) station:



How to reach the venue from the Hotel Carlos V:



How to reach the venue by car from the International Airport Adolfo Suarez Madrid Barajas:



Note

The content of this Information note was accurate at the time of writing (25 January 2017).