

NATIONAL RESERVE FORCES COMMITTEE

Summer Meeting
August 2010



Stavanger, Norway
10 – 13 August, 2010

Information booklet

NATIONAL RESERVE FORCES COMMITTEE
SUMMER MEETING 10 – 13 AUG 2010
ADMINISTRATIVE INSTRUCTION

Introduction

1. The National Reserve Force Committee (NRFC) Summer Meeting will be held in Stavanger, Norway August 10 – 13, 2010. Arrival and registration will take place on Tuesday, August 10. The meeting will follow a 2 day format and will conclude with drinks on Thursday, August 12. The meeting is collocated and coincides with the CIOR Summer congress. Attendance of CIOR activities on Friday, August 13 is offered as an option. The meeting agenda will be issued separately.

Location

2. The meeting is being hosted by the Norwegian delegation and will be held at Radisson Blu **Royal** Hotel in Stavanger.



Radisson Blu Royal Hotel

Registration

3. Registration to the NRFC Summer Meeting will be at www.cior2010.no not later than July 1st, 2010. Registration for all NRFC (and CIOR) activities is handled by an independent conference organising company. Part of the arrangement is that after July 1st the registration fee will be increased and the hotel price and reservation cannot be guaranteed.

Please note that registration for the formal NRFC activities flows through a separate NRFC page at the website www.cior2010.no. Registration for all other activities like the CIOR symposium and sightseeing tours requires separate registration and separate payment. Registration should be as "Not DAL"

Conference Fee / Funding

4. The conference fee for all delegates will be NOK 3200,- and includes all costs of the meeting and events during August 10 – 12, such as Meeting room, Translation equipment, Lunches, Coffee breaks, Welcome reception and CHOD Norway Reception. In case of registration after July 1st the conference fee will be increased to NOK 3700,-. The conference fee does not include any costs associated with the optional (CIOR) activities on Friday, August 13 or any other days.
5. The Registration and Information Desk will be at the Radisson Blu **Atlantic** Hotel, 2 min walking from Radisson Blu **Royal** Hotel.
6. Participants will be requested to pay their Conference Fee at the Registration desk upon arrival. Receipts will be issued upon payment.

Arrival/departure

7. Transport from Sola Airport to the Hotel by the Airport Bus. Departure every 20 minutes. Distance to Stavanger – 14 km. Tickets for the Bus will be provided at the CIOR/NRFC Information desk at the Airport. The Airport Bus stops outside the Radisson Blu **Royal** Hotel.

Accommodation

8. The NRFC Hotel during the meeting will be the Radisson Blu **Royal** Hotel. (www.radissonblu.com/royalhotel-stavanger). The cost for a Single room is NOK 1375,- and for a Double room NOK 1575,-, breakfast included. For registrations after July 1st, we cannot guarantee the hotel price and availability. Please do not book directly with the Radisson Blu **Royal** Hotel, but use the online registration form at the CIOR SC web-site. You will be responsible for your hotel costs including any cost associated with last minute cancellation as well as you will be responsible to settle any additional personal expenditure on check-out. Of course, participants who wish to stay elsewhere are free to make their own arrangements and advise the Secretariat of these arrangements.

Meeting Program/Dress

9. The final agenda for the working sessions will be issued by the NLD Secretariat separately prior to the meeting. Dress for the meeting will be service uniform. Dress for other activities will be depicted in the agenda (business suit or casual dress).

Participants

10. A list of the participants that are anticipated to attend will also be issued separately.

Spouse/Partners Programme

11. There will not be any organised spouse's programme. Spouses may participate in the CIOR and DAL programmes which are coordinated by the host nation. Tickets for these events may be bought at the Information desk at the Radisson Blu **Atlantic** Hotel. Costs are listed for each item at www.cior2010.no.

Spouses are also very welcome to attend the Welcome reception and the CHOD Norway Reception at the cost of NOK 800,- per person.

Social

12. The planned social activities are:
 - a. Welcome reception – at the Sea Houses - On the evening of August 10 (incl in the Conference fee).
 - b. CHOD Norway Reception – at Madla Camp - On the evening of August 11 (incl in the Conference fee).
 - c. Optional social activity – Friday afternoon August 13 – Lysefjorden Cruise (NOK 400). Confirmation of attendance/non-attendance for Lysefjorden Cruise is to be noted on the Registration form or buy tickets at the Information desk.
 - d. Friday evening August 13 - Rogaland County Reception (no additional costs).

Weather

13. The weather in Stavanger in August is dry and warm. The average temperature is between 22 and 30 degrees C.

Contacts

14. Any queries may be directed to the NLD NRFC secretariat, by telephone + 31 (0) 70 316 7343 (mail: W.Wenehenubun.01@mindef.nl) or to Ltcol Richard van Eijsden; + 31 (0) 70 316 7655 (mail: RP.v.Eijsden@mindef.nl)
15. Contact in Norway: Major Morten R. Johansen (mail: morjohansen@mil.no).

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Distribution:

Conference Participants

