35th Meeting of the Bureau of THE PEP Steering Committee
meeting in an extended format

Valletta, 2-3 May 2019

INFORMATION CIRCULAR

Dear Participant,

We are pleased to provide you with the following information regarding the practical arrangements for the above meeting.

1. **Site of the meeting**
   University of Malta Valletta Campus
   St Paul Street
   Valletta VLT 1216
   Malta

   Tel: +356 2340 7500

   For more information on the venue please follow this link: [https://www.um.edu.mt/campuses/valletta](https://www.um.edu.mt/campuses/valletta)

2. **Language**
   The meeting will be in English only.

3. **Registration and working hours**
   The working hours for the first day will be from 09.30-18.00 with a lunch break of 1 hour and two 20-minute breaks for refreshments. The meeting is expected to close at 17:00 on the second day.

   Delegates are requested to fill in the online registration form:
   [https://uncdb.unece.org/app/ext/meeting-registration?id=JQvBoN](https://uncdb.unece.org/app/ext/meeting-registration?id=JQvBoN)

4. **Documentation**
   For reasons of economy, delegates are requested to bring copies of the documents. Documents can be downloaded from:
   [https://thepep.unece.org/events/meeting-bureau-meeting-extended-format](https://thepep.unece.org/events/meeting-bureau-meeting-extended-format)
5. **Accommodation**
All meeting participants are responsible for booking their own hotel rooms. All hotels in Valletta are within walking distance from the meeting place.

6. **Meals**
Light lunch will be provided at the meeting place on the first day of the meeting, should you have any special dietary requests, please inform us accordingly.

7. **Climate**
At this time of the year the weather is usually warm and sunny. Daily temperatures are around 24° C (high) and 20° C (low).

8. **Exchange rate facilities**
The currency used in Malta is the Euro/€.
The exchange rate for 12 March 2019 - 1.00USD equivalent to 0.89 EUR.

9. **Local transport and transfer to the site of the meeting**
For information on transport from/to airport please visit:
https://www.maltairport.com/passenger/getting-here/taxi-service/

Taking a taxi from Malta International Airport to Valletta costs around 15 euro. Alternatively, you can make use of a hotel shuttle service or a bus service. Journey by bus takes around 45-60mins.