

Fifteenth meeting of the ECPGR Steering Committee

15 May - 17 May 2018, Thessaloniki, Greece

Invitation

Dear Colleagues,

Following previous correspondence, it is my pleasure to invite you to attend the fifteenth meeting of the ECPGR Steering Committee.

The meeting is being organized in collaboration with the Hellenic Agricultural Organization-DEMETER (HAO-DEMETER) and will take place at Thessaloniki from 15-17 May 2018.

The ExCo will hold a one-day meeting on 14 May 2018.

The background documents and the draft agenda for the meeting will be available online in due time from the website ([link](#)). However, we need to book the rooms well in advance and therefore your early registration is kindly required.

Venue

The meeting will take place at:

Electra Palace Thessaloniki

9, Aristotelous Sq.

546 24 Thessaloniki, Greece

Tel: +30 2310 294 032

Email: banquetskg@electrahotels.gr

<http://www.electrahotels.gr>

Accommodation

We will book your accommodation at the above hotel for the nights of 14, 15, 16 and 17 May 2018 (or according to your flight schedule). ExCo members will arrive on 13 May and a room will be booked for this night for them. Further details about accommodation and logistics will follow with a next circular message.

Should you require alternative accommodation, such as a double room, please mention this in the section for comments on the registration form. The difference in cost between a standard single room and any other accommodation will be at the individual's expense.

Travel

Participants are requested to book their flights to and from Thessaloniki airport and expected to arrive on Monday 14 May 2018. Transportation from the airport to the hotel in Thessaloniki will not be arranged by the local organizers but it is very easy to reach the hotel by public transport.

The meeting will start in the morning of Tuesday 15 May and will be concluded on Thursday 17 May 2018. Please book your departure flights for Friday 18 May.

Please note that the necessary arrangements for obtaining a visa if/when necessary are the participants' responsibility. We can, however, provide an official letter of invitation, to facilitate the issuance of a visa, if this is required.

In order to confirm your participation in the meeting, please complete the [online participation form](#), possibly not later than **28 February 2018**: (flight details can be sent later)

Flights and travel reimbursement

The cost of your participation in the meeting will be supported in full by ECPGR. A second participant from each country may participate in the Steering Committee meetings, in exceptional circumstances, to make full use of the complementarity of technical and policy capacities. In the event that second country representatives wish to attend the meeting, they should also complete the registration form, indicating that they will participate at their own cost by ticking the appropriate box.

Participants are strongly encouraged to book their own plane ticket, the cost of which will be reimbursed after the meeting.

Please note that Bioversity International is not responsible for providing travel and health insurance, which remains the responsibility of the participant.

Reimbursement of travel costs will take place upon receipt by Bioversity International of the airplane/train tickets or the original invoice issued by your travel agency. All documents and electronic tickets can be forwarded also via email. The expenses for accommodation will be paid by ECPGR/Bioversity International.

A second circular, providing you with further information on the meeting and the local arrangements, will be sent to you in due course.

Thank you for your cooperation.

With kindest regards,



Lorenzo Maggioni
ECPGR Secretary
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