PRACTICAL INFORMATION

The WPL Annual Global Summit is co-hosted by the Parliament and the Government of Iceland, and will bring together female Heads of State and Government, Ministers, Parliamentarians and Mayors from all over the world.

This document contains practical information regarding your participation at the WPL Annual Global Summit on 28-30 November in Reykjavik, Iceland. You can find useful information about Iceland following this link.

VENUES

Most Summit activities will take place in the Harpa Concert and Conference Centre.

28 Nov, Welcome Reception,
Address: Bessastadir, the Official Residence of the President of Iceland
Bessastadavegur, Alftanes

28 Nov, “How Women Leaders Change the World”
Address: Veröld, the House of H.E. Vigdis Finnbogadottir
Brynjólfsgötu 1, 107 Reykjavík

29 Nov, Registration and Summit
Address: Harpa Concert and Conference Centre
Austurbakki 2, 101 Reykjavík, Phone: Tel: (+354) 528 5000

29 Nov, Cultural Dinner
Address: Hafnarhusid – the Art Museum of Reykjavík
17, Tryggvagata, 101 Reykjavík

30 Nov, Summit
Address: Harpa Concert and Conference Centre, Austurbakki 2, 101 Reykjavík (+354 528 5000)

REGISTRATION AND ACCESSING THE VENUE

Early registration will be possible on 28 November, between 14:30-16:00, for participants that have booked accommodation at the official hotels of the summit through us, or sent us the information in advance that they will be staying in one of the official hotels. Badges will not be available for participants staying in other hotels.
We will have early registration at below official hotels, from 14:30-16:00:

- Hotel Borg (also for participants staying at Apotek Hotel)
- 1919 Radisson Blu Hotel
- Reykjavik Marina - Icelandair Hotels
- Hilton Reykjavik Nordica Hotel
- Grand Hotel Reykjavík
- Hotel Klettur
- CenterHotel Arnarhvoll

Other guests can register at Harpa Conference Hall, Wednesday 29 November from 7:30-8:30.

All participants must show a valid form of identification (passport or equivalent) to gain access to the venue.

LANGUAGES OF THE SUMMIT

The working languages of the WPL Annual Global Summit 2017 are English, French and Spanish. Simultaneous interpretation will be provided for the Plenary session in these three languages.

Simultaneous translation in French and Spanish will also be provided for at least one of the parallel Policy Focus Sessions in each time-slot, allowing participants whose native language is French or Spanish to follow the Summit entirely in their own language.

VISA INFORMATION

Iceland is an associate member of the Schengen Agreement, which exempts travellers from personal border controls between 22 EU countries. For residents from outside the Schengen area, a valid passport is required for at least three months beyond date of entry.

All persons requiring visas, not holding a valid Schengen visa in their travel document, must apply for a visa at the applicable embassy/consulate before travelling to the Schengen area.

Embassies/consulates representing Iceland handle applications, see here.

AIRPORT ARRIVAL AND DEPARTURE

Delegates to the WPL Annual Global Summit 2017 will be greeted at the airport on the 28th of November from 6:00 to 22:00, and transportation from the airport to the recommended hotels will be provided on that day only. For departures, transfer from the recommended hotels to the airport will be provided on the 30th of November evening (after all Summit activities) and on 1st December until 13:00.
Flight number, date and time of arrival and departure, should be sent to imma@cpreykjavik.is at least five working days before the Summit, i.e. by November 23. In case you have already sent this information, please disregard this request.

MEALS
Catering will be provided during the Summit. Any dietary restrictions should be highlighted in the registration form.

- **Wednesday, 29th November**: Lunch and cultural dinner
- **Thursday, 30th November**: Lunch

INSURANCE
Delegates are responsible for ensuring they have adequate travel insurance during their time in Iceland.

GENERAL INFORMATION ABOUT ICELAND
Iceland is a parliamentary representative democratic republic, whereby the President is the head of state, while the Prime Minister of Iceland serves as the head of government in a multi-party system. Executive power is exercised by the government. Legislative power is vested in both the government and the parliament, the Alþingi (Althingi). The Alþingi is the oldest parliament in the world; it was founded in 930.

The Capital city is Reykjavik. You can find a map of Iceland [here](#).

LANGUAGE
Icelandic is the official language. English is widely spoken and understood.

LOCAL TIME
Iceland is on Greenwich Mean Time (GMT) throughout the year.

ELECTRICITY
The voltage in Iceland is 220 volts at 50 Hz (cycles/second) which is standard throughout most of Europe (U.K. 240 volts). The power sockets are of type F. Many North American electrical devices will require converters and all will require plug adapters.
WEATHER

November in Iceland is characterised by a gradual decrease in temperature. The average high temperature is 4°C (40°F), and the average low temperature is 1°C (34°F). Snow may already be on the ground when you arrive and it may fall during your visit. So please bring layers of clothing and appropriate footwear. We recommend you bundle up during your stay in Iceland so you can enjoy this beautiful country comfortably.

November happens to be a great time to see the Northern Lights and during this time of the year, there are around 5 hours of effective daylight.

CURRENCY

The Icelandic króna (plural krónur) – ISK.

CONTACT DETAILS

Dialling code for Iceland is +354

Emergency numbers

Police: 444-1000  
Firefighters and Paramedics: 112  
Medical assistance: 1770

WPL Summit Team emergency contacts in Reykjavik:

Imma Hjálmfriðardóttir (English)  
Mobile Phone: +354 897 5559 | Email: imma@cpreykjavik.is

Suenia Lagares (English/French)  
Mobile Phone: +32 474 432891 | Email: suenia@wpleaders.org

Guilherme Bigardi (English/Spanish)  
Mobile Phone: +32 487310466 | Email: guilherme@wpleaders.org

Women Political Leaders Global Forum (WPL)

Brussels Office  
Bldv. Charlemagne 96 | 1000 Brussels, Belgium  
Phone: +32 2733 1344. E-mail: iceland2017@wpleaders.org
Map Index

1. Harpa - WPL Summit Venue
2. Alþingi - Parliament of Iceland
3. Hafnarhús - Reykjavik Art Gallery
4. Verold - Vígsís' house
5. Bessastaðir - Official Residence of the President of Iceland
6. Grand Hôtel Reykjavik
7. Hotel Klettur
8. Hilton Reykjavik Nordica Hotel
9. CenterHotel Arnarhvoll
10. Radisson Blu 1919 Hotel
11. Hotel Borg
12. Apotek Hotel
13. Hotel Reykjavik Centrum
14. Icelandair Hotel Reykjavik Marina
# Transfer Plan

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event</th>
<th>Location</th>
<th>Hotel Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday 28 November</td>
<td>06:00-22:00</td>
<td>Airport transfer according to arrivals</td>
<td>Airport</td>
<td>To all official hotels</td>
</tr>
<tr>
<td></td>
<td>16:30</td>
<td>Transfer from hotels to Bessastadir</td>
<td>Bessastadir</td>
<td>From all official hotels</td>
</tr>
<tr>
<td></td>
<td>17:00-18:00</td>
<td>WELCOME RECEPTION</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>18:05</td>
<td>Transfer from Bessastadir to Vöröld</td>
<td>Vöröld</td>
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<tr>
<td></td>
<td>18:30-19:30</td>
<td>&quot;How Women Leaders Change the World&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>19:40</td>
<td>Transfer from Vöröld to hotels</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wednesday 29 November</td>
<td>08:00</td>
<td>Transfer from hotels to HARPA</td>
<td>HARPA</td>
<td>From all hotels except CenterHotel Amarthvoll</td>
</tr>
<tr>
<td></td>
<td>09:00-17:50</td>
<td>WPL Annual Global Summit</td>
<td>Harpa</td>
<td>To all hotels except CenterHotel Amarthvoll</td>
</tr>
<tr>
<td></td>
<td>17:55</td>
<td>Transfer from HARPA to hotels</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>19:15</td>
<td>Transfer from hotels to the Art Gallery - Hafnarhúsid</td>
<td>Art Gallery Hafnarhúsid</td>
<td>From all hotels except Marina, 1919, Borg, Apotek &amp; Centrum - guests will walk</td>
</tr>
<tr>
<td></td>
<td>19:30-22:00</td>
<td>CULTURAL DINNER</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>22:05</td>
<td>Transfer from the Art Gallery - Hafnarhúsid to hotels</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thursday 30 November</td>
<td>08:30</td>
<td>Transfer from hotels to HARPA</td>
<td>HARPA</td>
<td>From all hotels except CenterHotel Amarthvoll</td>
</tr>
<tr>
<td></td>
<td>09:00-19:00</td>
<td>WPL Annual Global Summit</td>
<td>Harpa</td>
<td>To all hotels except CenterHotel Amarthvoll</td>
</tr>
<tr>
<td></td>
<td>18:00-19:00</td>
<td>FAREWELL RECEPTION</td>
<td>Harpa</td>
<td></td>
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<tr>
<td></td>
<td>19:10</td>
<td>Transfer from HARPA to hotels</td>
<td></td>
<td></td>
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<tr>
<td>Friday 1 December</td>
<td>04:00-13:00</td>
<td>Airport transfer according to departures between these hours</td>
<td></td>
<td>From all official hotels</td>
</tr>
</tbody>
</table>

## Official Hotels of the WPL Summit

- Grand Hotel Reykjavík
- Hotel Klettur
- Hilton Reykjavík Nordica Hotel
- CenterHotel Amarthvoll
- 1919 Radisson Blu Hotel
- Hotel Borg
- Apotek Hotel
- Hotel Reykjavík Centrum
- Reykjavík Marina - Icelandair Hotels

The hotel is in a walking distance from HARPA, the Summit Venue.

For these hotels the bus will depart from the Parliament.
We can do it!
WPL ANNUAL GLOBAL SUMMIT
28-30 November, 2017
Harpa Concert and Conference Center
Reykjavík, Iceland

Harpa - floor plan

1st floor
- Rima A & B
- Stemma & Visa

2nd floor
- Silfurberg A & B
- Registration
- Coffee area
- Lunch area

7th floor
- Bjórtulóff

6th floor
- Bjórtulóff