



**Dublin Conference EWIPA  
18<sup>th</sup> November 2022**

**Update: Information Note**

**We are very much looking forward to welcoming you to the adoption ceremony of the Political Declaration on strengthening the protection of civilians from the humanitarian consequences arising from the use of explosive weapons in populated areas, in Hibernia Conference Centre, Dublin Castle on Friday 18 November, 2022. Over 50 states have already endorsed the Political Declaration; a full list of endorsing states will be circulated on the day of the Conference.**

**In order to make your arrival and stay as smooth as possible, this logistics/information note contains some practical information. Please note that information in this note may be subject to change. Please direct any questions or queries to [EWIPA@dfa.ie](mailto:EWIPA@dfa.ie)**

### **1. Registration and Deadline**

Accreditation of delegates requires a two-step process – **online registration** and a **Note Verbale** as follows:

Each delegation member must complete the online registration form available on the conference website [here](#). Online registration for states and intergovernmental organisations has been extended until **Friday 11 November 2022**.

For **government or international organisation** delegates, the accrediting state or international organization is requested to notify the composition of the delegation to the Department of Foreign Affairs, via Note Verbale to the Department, to the Permanent Mission of Ireland in Geneva or to the Permanent Mission of Ireland in New York.

**Note: Due to space limitations in the Hibernia Conference Centre, NGO and Civil Society registration closed on Friday 3 November as previously indicated. NGOs will be contacted to confirm their registration.**

Personal data will be used exclusively for the purpose of the conference. Names, official function, and affiliation of conference delegates may be shared on social media platforms related to the EWIPA 2022 Dublin Conference. All personal data will be stored in accordance with GDPR standards.

### **2. Media/Press accreditation**

Members of the media should email [Press.Registrations@dfa.ie](mailto:Press.Registrations@dfa.ie) with their name and details of their media outlet no later than **5pm on Wednesday, November 16th**. Please note that accreditation is not finalised until confirmed by the DFA Communications Unit.



### 3. Badge pick-up

For the conference, delegates will be issued with a conference badge and lanyard. **Where possible, you or your embassy/organisation are strongly encouraged to collect badges in advance.** There will be three pick-up points in advance of the Conference and you are strongly encouraged to avail of these:

1. Advance collection by Embassies/delegations:  
Department of Foreign Affairs, 2 Clonmel Street, Dublin 2, D02 WD63  
**Wednesday 16 November 10:00 – 13:00.** Embassy officials can collect badges for all their delegates upon production of embassy ID.
2. Designated DFA desk at Civil Society Forum, Richmond Education and Event Centre, No.1 North Brunswick Street, Dublin 7, D07 TH76  
**Thursday 17 November 12:00 – 13:30**
3. Conference reception, Bedford Hall, Dublin Castle – **Thursday 17 November 17.30 – 19:00**

For delegates unable to collect badges at any of the above, a limited facility will be available to collect badges at the Conference venue on the morning of the event. Hibernia Conference Centre, Dublin Castle – **Friday 18 November 09.15 – 10:30**

**N.B: We will not be able to issue badges for any delegates who have not registered via Eventbrite and you must bring a paper or electronic copy of your Eventbrite registration QR code along with relevant personal identification in order to collect a badge. Any delegates who cannot verify that they have registered via Eventbrite will not be permitted to attend.**

### 4. Plenary Statements

While oral statements are not a requirement, for those wishing to do so, statements delivered in the plenary will be limited to 3 minutes per delegation due to a tight event schedule. Those wishing to make a statement on behalf of their state / organisation **MUST** send an email to [EWIPA@dfa.ie](mailto:EWIPA@dfa.ie) inbox with "**SPEAKER LIST**" in the Subject line and list the full title and name of the speaker.

In lieu of short oral statements, delegations are encouraged to submit written statements (which can be longer) to the [EWIPA@dfa.ie](mailto:EWIPA@dfa.ie) inbox where they will be published on the official EWIPA conference website.

### 5. RSVP Conference Reception 17<sup>th</sup> November

Those wishing to attend the conference reception on Thursday 17<sup>th</sup> November **MUST** RSVP by sending an email to [EWIPA@dfa.ie](mailto:EWIPA@dfa.ie) inbox with "**EVENING RECEPTION**" in the Subject line and list the full titles and names of those attending.



## 6. Programme

Please see attached programme

## 7. Working languages

Consistent with our commitment to multilingualism as a pillar of multilateralism, simultaneous interpretation to/from Arabic, English, French and Spanish will be provided for the Conference.

## 8. Meals

Lunch will be served to delegates on Friday 18<sup>th</sup> November. Tea/Coffee and refreshments will be available for participants during breaks on the meeting day.

**Conference reception:** Delegates will be invited to a reception on the on Thursday 17<sup>th</sup> November, in Dublin Castle at 17.30 hosted by Minister of State with responsibility for Overseas Development Aid and Diaspora, Colm Brophy.

## 9. Visas for Ireland

Participants are kindly requested to make their own arrangements with regards to valid travel documents such as passports, ID cards visas, etc. EU/EEA/UK/Swiss citizens may enter Ireland with a valid passport or national ID card. For other nationalities, a visa may be required. Please note that Ireland is not a part of the Schengen Area, therefore a Schengen visa is not valid for travel to Ireland. For more information, please visit the following website: <https://www.dfa.ie/travel/visas/visas-forireland/>.

## 10. Transportation to Dublin Castle

Dublin Castle (and neighbouring hotels) are located about 12 km from Dublin Airport. Participants are kindly requested to organise transportation to/from the Airport by their own means.

**Public Transport:** Participants can take the Airlink 747 Bus to Essex Quay & Christ Church - Dublin Bus Stop 1443 (Temple Bar) and walk a short distance to the Castle/hotel area. The Airlink 747 Bus leaves from both Terminal 2 (Aer Lingus, American, Delta, Emirates), and Terminal 1 (all other airlines). You can purchase tickets online or on the bus with euro coins. The one-way cash fare is approx. €7. More info and discounted online tickets are available at the following website: <https://dodublin.ie/airport-transfers/airlink-express>

**Taxi:** A taxi from Dublin Airport to Dublin Castle costs between €20-€30, one way (at the expense of participants). Metered taxis are available at any time outside the airport arrivals areas at each terminal. Please note that not all taxis in Dublin accept card payments, please agree the method of payment with the driver before getting in the taxi.



## 11. General Information

### Social Media

We will be tweeting about the event from @DisarmamentIRL, the official Twitter account of the Disarmament and Non-proliferation unit. All delegates are invited to use #EWIPADublin for tweets related to the the conference on social media platforms.

### Accommodation

Participants are kindly requested to make their own reservations directly at the hotel of their choice. Please find some hotel options below:

**Buswells Hotel:** [Buswells Hotel Dublin](#)

**The Clayton Hotel:** [Clayton Hotels](#)

**The Fitzwilliam Hotel:** [Fitzwilliam Hotel Dublin](#)

**Camden Court Hotel:** [Camden Court Hotel Dublin](#)

Please note that hotels in Dublin in November will be busy so we encourage you to arrange for your stay at the earliest possible time.

### Travel and Health Insurance

It is the responsibility of each participant to have adequate travel and health insurance for the whole duration of his/ her trip. The organisers are unable to take responsibility for any such expenses incurred during your stay in Ireland.

### Covid-19

Details of Covid-19 measures applicable in Ireland are available on [COVID-19 \(coronavirus\) - HSE.ie](#). At present, there is no mandatory requirement for face masks, social distancing or Covid-19 testing in Ireland. Please note however that public health guidance may be subject to change and we will apply the national guidance at the date of the Conference. Delegates are encouraged to undertake an antigen test (widely available for purchase in Irish pharmacies and supermarkets for approximately €5) before attending.

### Dress Code

The dress code for this meeting is business dress.



## Currency

The currency in Ireland is the Euro (€). €1.00 is roughly equivalent to CHF 0.95 or US\$ 0.96 (this rate is subject to change). Credit cards are broadly accepted. You can exchange for Euro currency in the airport and there are several banks (with ATMs) within walking distance of Dublin Castle.

## Weather

The average daily temperature in Ireland in November is about 4-10 °C. While it is not as cold as other climates, the low temperature and damp conditions combination can make you feel chilly so it is best to bring a good jacket. The weather in Ireland can be unpredictable and rain should always be expected. The weather forecast can be found at <https://www.met.ie/>

## Electrical Appliances

Please note that Ireland may have different electrical plugs than in your country. The electrical supply in Ireland is 230v/50Hz. Plugs and sockets operate using three prongs (UK/Ireland standard) and plug adapters are widely available.



## Emergency

The local number for all emergencies (police, fire, ambulance) is 112 or 999.

## Our Contact Details

For any questions or assistance, please contact: [EWIPA@dfa.ie](mailto:EWIPA@dfa.ie)