

Dear participant of the 12th WAPES World Congress

The Congress is fast approaching, and we are really glad to see you all soon in Tallinn, Estonia.

We have put together a practical guidance for you, so that everything would go smoothly.

Please visit Congress webpage www.wapes2021.ee, where you can find the latest information regarding the program, agenda and other necessary information.

If you would like to change anything regarding your registration, please contact reine.hindrekus-koppel@tootukassa.ee

Venues

25.04 WAPES Management Board meeting - Swissotel Tallinn, Tornimäe Street 3

26.04-28.04 General Assembly and conference – Kultuurikatel, Põhja pst 27a (<https://kultuurikatel.ee/en/>)

26.04 Cocktail reception – Kultuurikatel, Põhja pst 27a

27.04 Gala-dinner– Tallinn Port Cruise Terminal (<https://www.ts.ee/en/getting-to-the-promenade-and-cruise-terminal/>)

Registration

Badges will be distributed at the entrance of the Kultuurikatel before the start of the General Assembly on 26th of April 2022 or before the start of the conference on 27th of April 2022.

Marketplace

During the conference, we offer you a Marketplace, where it is possible to see and get more information about different enterprises, PESs and WAPES. You are more than welcome to bring along some materials about your PES that you want to share with other participants. In the Marketplace area, there are some free tables for PES to distribute their written materials.

Travelling to Tallinn and hotels

After you have booked your flight tickets and accommodation, please fill this form at the latest 22nd of April: <https://wapes2021.ee/travelinfo/> This helps us to organize the transport.

According to the information we receive about the arrivals, we will organize a transport for you from airport to your hotel. When you arrive to Tallinn Airport, please look for signs or table with Congress logos. Our colleagues will assist you with the transport.

The host has selected 3 possible hotels for you to choose (<https://wapes2021.ee/hotels-and-travel/>):

- Swissotel Tallinn, Tornimäe Street 3 – in the city center
- Tallink SPA&Conference Hotel, Sadama 11a – next to the Kultuurikatel
- Tallink Express Hotel, Sadama 9 – next to the Kultuurikatel

Transport

The host has organized transport:

- From airport to the hotels
- From Swissotel to the Kultuurikatel and back, to the gala-dinner venue and back
 - o Both Tallink hotels are next to the Kultuurikatel and gala-dinner venue, therefore from and to these hotels, we offer a possibility to walk with a guide. Our colleagues will wait for you in the hotel lobby.
- To study visit and cultural visit
- To airport after the end of Conference, study visit or cultural visit

26.04.2022	27.04.2022	28.04.2022	29.04.2022
08.15 – gathering in hotels, bus from Swissotel to Kultuurikatel / guided walk from Tallink hotels to Kultuurikatel	08.15 - gathering in hotels, bus from Swissotel to Kultuurikatel / guided walk from Tallink hotels to Kultuurikatel	08.30 - gathering in hotels, bus from Swissotel to Kultuurikatel / guided walk from Tallink hotels to Kultuurikatel	09.45 – gathering in hotels and buses to Tallinn Old Town
		15.00 – buses to study visit	
21.00 – bus back to Swissotel	18.00 - bus back to Swissotel	15.10 – bus to airport from Kultuurikatel	12.30 – bus to airport from Tallinn Old Town
		18.00 – bus to airport / city center from Karjäärikeskus (at the end of study visit)	

If these times do not suit you, Tallinn is fortunately a small city and therefore it is very convenient to walk, use public transportation or taxi as well.

- Tram nr 2 will take you directly from Kultuurikatel (stop Linnahall) to city center (stop Hobujaama) (direction Kopli - Suur-Paala)
- Tram nr 4 will take you directly from city center (Hobujaama) to airport (Lennujaam) (direction Tondi – Airport)
- We recommend using:
 - o Tallink taxi 1921 - <https://www.tallinktakso.ee/front-page>
 - o Forus/Tulika taxi 1200 / +372 612 0000 - <https://tulika.ee/en/>
 - o Bolt app for ordering a taxi

Study visit

The study visit to Töötukassa client office and Career center will take place on 28.04. We have organized English speaking and French speaking groups.

- 15.00 Buses to Töötukassa client office (from Kultuurikatel)
- 15.15 Arrive in Lilleküla / Tõnismäe offices

- 16.00 Buses to Career Center
- 16.15 Tour in Career Center
- 17.15 Questions and discussion
- 18.00 Bus to the airport
- Until 19.00 it is possible to try out Career Center exhibits

Cultural visit

The guided tour in Tallinn Old Town will take place on 29.04. We have organized English speaking and French speaking groups.

- 09.45 Gathering at the hotels and buses to the Old Town
- 10.00 – 12.30 Guided tour in Tallinn Old Town

COVID-19

An up-to-date information can be found from here: <https://wapes2021.ee/covid-19-info/>

But shortly:

- When travelling to Tallinn from European Union or European Economic Area countries, there is NO NEED to show a COVID-passport / a proof of vaccination nor a proof of negative PCR test.
- When travelling to Tallinn from other countries besides mentioned above, you need to be fully vaccinated OR recovered from COVID-19 OR show negative PCR-test.

Local information

- Local Emergency Number is: **112**
- The power supply is 220-230 volts (plug: two round prongs)
- Local time currently is daylight saving time (GMT+3)
- Local currency is **Euro (€)**.