

**Wolfheze 2013**  
**12<sup>th</sup> National TB Programme Managers' Meeting and 16<sup>th</sup> Wolfheze Workshops**  
**28 May – 31 May 2013, The Hague (Netherlands)**

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**INFORMATION CIRCULAR**

Dear Participant,

We are pleased to provide you with the following information regarding the practical arrangements for Wolfheze 2013.

**1. Site of meeting**

NH Den Haag Hotel  
Prinses Margrietplantsoen 100, 2595 BR The Hague  
Tel: +31 (70) 381 23 45  
Fax: +31 (70) 381 23 23  
Email: [nhdenhaag@nh-hotels.com](mailto:nhdenhaag@nh-hotels.com)  
Website: [www.nh-hotels.com](http://www.nh-hotels.com)

**2. Meeting times**

Plenary and working group sessions will all take place at the NH Den Haag Hotel. Name badges, detailed programme and background documentation will be distributed to the participants during registration.

Tuesday, 28 May: 16:00 – 18:00: Registration of participants at the NH Den Haag Hotel  
18:00 : Welcome reception at the NH Den Haag Hotel

Wednesday, 29 May: 09:00 – 09:30: Opening session  
09:30 – 17:30: Plenary and working group sessions

Thursday, 30 May: 08:30 – 17:00: Plenary and working group sessions

Friday, 31 May: 08:30 – 12:45: Plenary and working sessions  
12.45 – 13:00: Closing session  
13:00 – 14:00: Lunch

**3. Accommodation**

Participants can make a hotel reservation by using the hotel booking form.

**4. Meals**

A buffet lunch is included in the meeting arrangements (free of charge for participants). Evening meals can be taken either at the hotel or at the restaurants in the city centre of The Hague.

**5. Travel and visa information**

Participants are advised to fly to and from Amsterdam Schiphol International Airport.

Please see the website of [Dutch Foreign Affairs](http://Dutch Foreign Affairs) for information on how to apply for a Schengen visa. KNCV will issue personally addressed invitation letters for visa procedures on request (please use the attached registration form to request your visa invitation letter).

## 6. **Practical information**

- If you wish to buy local currency once you are in The Netherlands, we advise you to do so at the airport at the ABNAMRO bank counter or at a GWK/Travelex currency exchange office. Participants in possession of an international cash card will be able to withdraw cash from the ATM machines available at the airport, at the Central Station or at the ATM machine in the main hall of the World Trade Center (next to the NH Den Haag hotel).
- If you wish to buy a local SIM card for your cellphone, we advise you to do so at the airport.
- For more information on The Hague, please visit [The Hague website](#).
- Free internet connection is available in the public areas of the hotel and also in the hotel rooms.
- All presentations, documents, articles and background information used during the meeting will be available on the [KNCV website](#).
- Emergency telephone number in The Netherlands for life threatening situations is 112.
- The weather in The Netherlands is very unpredictable and can be quite cold at night; please make sure you bring a warm sweater and a raincoat.
- In The Hague on Thursday evening shops are open until 21.00 hrs.

## 7. **Contacts**

Contact person at the hotel:	Mrs Simone Bolleboom tel.: +31 (0)70 448 2554, email: <a href="mailto:s.bolleboom@nh-hotels.nl">s.bolleboom@nh-hotels.nl</a>
Contact person within KNCV:	Helen McClimon tel.: +31 (0)70 416 72 56, email: <a href="mailto:wolfheze2013@kncvtbc.nl">wolfheze2013@kncvtbc.nl</a>
Contact person within WHO:	Miss Elizabeth Neville tel.: +45 (0)39 17 1463, email: <a href="mailto:ene@euro.who.int">ene@euro.who.int</a>
Contact person within ECDC:	Ms Sandra Alves Tel: +46 (0)8 58 60 1348, email: <a href="mailto:sandra.alves@ecdc.europa.eu">sandra.alves@ecdc.europa.eu</a>
Contact person within ERLN	Mrs. Yen Holicka, email: Tel.: +44 207 882 2572, email: <a href="mailto:y.holicka@qmul.ac.uk">y.holicka@qmul.ac.uk</a>

## 8. **Transport to the venue**

All participants are responsible for their own transport from the airport to the venue at the NH Den Haag Hotel.

### How to get to the NH Den Haag Hotel from Schiphol Amsterdam Airport

At Schiphol Amsterdam Airport the train station is situated at underground level and can be accessed by escalators or lifts. There are two options to reach the NH Den Haag hotel by train.

#### **Option 1:**

Take at Schiphol Airport the intercity or stop train (sprinter) to station **The Hague Laan van Nieuw Oost Indië (NOI)**. Trains depart every 15 minutes from Schiphol Airport.

From Den Haag Laan van Nieuw Oost Indië Station you will walk to the hotel within 5 minutes.

- Take the exit of the station at the side of platform 1.
- Turn left and after 50 meters turn right. After after 50 meters you will see NH Den Haag

#### **Option 2:**

Take at Schiphol airport the intercity train to **The Hague central station**.

Trains depart every 30 minutes at 4 minutes before the hour and 26 minutes after the hour.

The journey to The Hague Central Station takes 35 minutes.

From The Hague Central station you can reach the NH Den Haag hotel by public transport or by walking.

#### Public transport

Walk to the tram platforms located at the upper level of the station and take tram (RandstadRail) **3 (direction Zoetermeer Centrum West) or 4 (direction Zoetermeer Javalaan)**. The trams leave every 10 minutes. Get off at the first stop **'Beatrixkwartier'** (2 minutes from The Hague Central Station). The hotel is at your left when you leave the tram stop. The entrance is at your left around the corner of the building.

#### Walking:

- From Den Haag Central Station you can walk to the hotel within 15 minutes.
- You walk to the end of the platform ((so not to the central hall)
- Take the stairs to Prins Bernardviaduct
- You walk to the white round tower
- There you will take the stairs down
- Follow the footpath next to the train track. Keep walking till the Schenkkade.
- On the Schenkkade turn left and after 50 meters you will find the hotel on the left hand side.

Where and how to purchase tickets for the train and the tram (Randstadrail):

Make sure that you purchase your ticket before getting on the train or the tram (Randstadrail); persons travelling without a valid ticket on public transport have to pay a heavy fine.

1. Train ticket: you can purchase your train ticket at the yellow NS vending machine located in the airport arrivals hall, as well as in the main airport hall. These machines accept international cash cards with the Maestro logo and credit cards. Please visit [the Dutch Railways](#) website to see a demonstration of how to purchase a ticket at these machines. Make sure you buy a one way ticket (named single on the machine) at a cost of €7.80. Return tickets are only valid for use the same day. Tickets can also be purchased at the NS counter in the main airport hall where you can pay in cash or by international cash card with the Maestro logo. A charge of €0.50 will be added to the ticket price when purchased at the counter.
2. Tram ticket (Randstadrail) ticket: can be bought at The Hague Central Station at the upper level of the station at the HTM-counter on the busplatform (open from 07.30 am – 20.00 pm). There is a new ticket system called 'OV-chipcard' in The Hague for public transport. Please visit the [HTM website](#) for more information of the OV-chipcard.

Following options are available:

- 1) you can buy a 1-hour ticket in the tram at the vending machine at a cost of € 3,-. Please note you need coins for the machine.
- 2) You can buy an anonymous OV-chipcard at the HTM-service counter at the busplatform. The card itself costs € 7,50 and then you have to put on credits on the card. You can buy those credits also at the HTM-service counter. When you travel with the bus or tram you have to check in and check out every time you get on/off the tram with the card at the check in machines in the bus/tram (situated near the entrances).