

**International Conference on
Effective Nuclear Regulatory Systems: Transforming Experience into Regulatory Improvements
Ottawa, Canada, from 8 to 12 April 2013.**

General Information and Conference Logistics

The following information is for officially registered participants. If you are not an officially registered meeting participant and you would like to register for this conference please see the Announcement at this web site for details on how to do so.

Conference Location: Fairmont Château Laurier Hotel
1 Rideau Street
Ottawa, Canada K1N 8S7
website: <http://www.fairmont.com/laurier-ottawa>

Registration (at the Conference Venue): Monday, 8 April 2013 as of 10:00 hrs and throughout the week during conference working hours.

Participants are encouraged to take advantage of the registration on Monday a.m. Please bring with you an identification document with picture (i.e. passport) and this letter to facilitate your entry to the conference premises and to ensure prompt on-site registration.

No registration fee is charged.

Conference Opening: **Monday, 8 April 2013, at 14:00 hrs**

Welcome Reception: Monday, 8 April 2013, 18:00 – 20:00 hrs
Location: Fairmont Château Laurier Hotel

Working Lunch: Lunch will be offered at the conference venue Tuesday to Thursday.

Conference Dinner: **Wednesday, 10 April 2013, at 19:30 hrs**
Location: Canadian Museum of Civilization (CMC)
100 Laurier Street
Gatineau, Quebec K1A 0M8

Transportation: Buses will be available to transport participants to and from the Canadian Museum of Civilization. Departure will be from the Fairmont Château Laurier Hotel. More details will be available upon registration in Ottawa.

Documentation: The provisional programme is available on the IAEA conference website. The final programme and the book of extended synopses will be available upon registration in Ottawa.

In case you have questions concerning the programme, please contact one of the Scientific Secretaries:

Mr Paul Woodhouse
Section Head
Safety and Security Coordination Section
Email: P.Woodhouse@iaea.org

Mr Matthias Heitsch
Senior Safety Officer
Safety and Security Coordination Section
Email: M.Heitsch@iaea.org

Proceedings: The proceedings of the conference will be published by the IAEA soon after the conference.

Visas: Designated participants who require a visa to enter Canada should submit the necessary application to the nearest Canadian Visa office as soon as possible or at least eight weeks before the intended date of their travel to Canada. Designated participants will be issued a visa letter by the IAEA if required in support of their visa application. Should participants also require a letter of invitation from the host country/organization, please contact the CNSC via email at international@cnscccsn.gc.ca.

For further information on visas, please visit the Citizenship and Immigration Canada website:

- [Do you need a Temporary Resident Visa \(TRV\) to visit Canada?](#)
- [Where to send your application for a TRV?](#)
- [Video tutorial on completing the TRV application form \(IMM 5257\)](#)
- [Visa offices outside of Canada](#)
- [Visa application processing times](#)

Accommodation: Participants are expected to make their own travel and hotel arrangements. The local organizers have negotiated accommodation at special rates at the following hotels:

Fairmont Château Laurier Hotel (conference venue)

1 Rideau Street

Ottawa, Canada K1N 8S7

Phone: +1 (613) 241-1414 / 1 (800) 441-1414

A preferred conference rate of CAN 209.00 (plus taxes) per night for single or double occupancy has been secured for this hotel. **Please make your hotel reservation by 7 March 2013**, the room block cut off date, to secure a room at this hotel for above rates.

Reservation Web link:

https://resweb.passkey.com/Resweb.do?mode=welcome_ei_new&eventID=9553204

Hotel Web site: <http://www.fairmont.com/laurier-ottawa/>

Lord Elgin Hotel (5 minutes walk to the conference venue)

100 Elgin Street
Ottawa, Canada K1P 5K8
Phone: +1-800-267-4298

A preferred conference rate of CAN 139.00 (plus taxes) per night for single or double occupancy has been secured for this hotel. **Please make your hotel reservation by 25 February 2013**, to secure a room at this hotel for the above rate.

Reservation Web link:

https://reservations.ihotelier.com/crs/g_reservation.cfm?groupID=829171&hotelID=12200

Hotel Web site: <http://www.lordelginhotel.ca/index.aspx>

Please note that the IAEA cannot assist you with hotel bookings and cannot be held responsible for any cancellation fees or re-bookings. A major sporting event is being held in the city during our conference, therefore participants are encouraged to book their hotel arrangements early.

Transportation:

From Ottawa International Airport to the Conference Venue:

The [Macdonald-Cartier International Airport](#) (YOW) is located approximately 15 kilometres (nine miles) south of the downtown Ottawa conference venue (Fairmont Château Laurier).

Transportation to the Conference Venue (Fairmont Château Laurier):

Taxis

Taxis are readily available outside the arrivals section of the airport.

The trip to the conference venue, as well as other surrounding hotels, will cost approximately CAD 25.00 one way.

Technical Tour:

There are two complimentary technical tours available at no cost to conference participants:

Nordion – 12 April 2013, from 8:30 hrs until noon

Interested participants will need to complete [Nordion's registration form](#) (PDF) no later than March 22 2013. Please print the form, fill it in and email it to international@cnsccsn.gc.ca.

AECL Chalk River Laboratories – 12 April 2013 from 7:00 hrs until 17:00
Registrants will need to complete [AECL's online registration form](#) no later than March 15, 2013.

Please visit <http://www.iaea-enrs2013.ca/tours.html> for details on programme and registration. Please note that only advance registration is available. No registration for the technical tours will be available on site during the conference. A valid passport is required for all visitors as it must be verified prior to being granted access to the facility.

IAEA conference website: <http://www-pub.iaea.org/iaeameetings/41986/International-Conference-on-Effective-Nuclear-Regulatory-Systems>

Local Organizers website: <http://www.iaea-enrs2013.ca/>

Should you be unable to attend the meeting please be so kind as to let us know by email to: m.neuhold@iaea.org .