



**The 3rd ASEM Sustainable Development Seminar on
Water Management – Fostering Prosperity and Stability Through
(Inter)Regional Cooperation**

- 2-3 June 2014, Tulcea, Romania -

ADMINISTRATIVE ARRANGEMENTS

1. DATES AND VENUE

The 3rd ASEM Sustainable Development Seminar on *Water Management – Fostering Prosperity and Stability Through (Inter)Regional Cooperation* will be held in Tulcea – a city in the Danube Delta, Romania, on the 2-3 June 2014.

The meeting will take place at hotel Esplanada located in the city centre

HOTEL Esplanada

1 Portului Street, Tulcea - Romania

Tel: +40240 516607

Mobile: +40 731 50 50 72

Fax: +40240 516609

Email: office@hotelesplanada.ro

<http://www.hotelesplanada.ro/en.html>

The host and chair of the ASEM seminar is the Romanian Ministry of Foreign Affairs (MFA).

Participants are kindly asked to arrive no later than 1st of June, 6 p.m..

2. ACCOMMODATION

Participants are recommended to choose to stay at one of the following hotels, due to their proximity to the venue, the negotiated rates and services offered:

1. HOTEL Esplanada

1 Portului Street, Tulcea - Romania

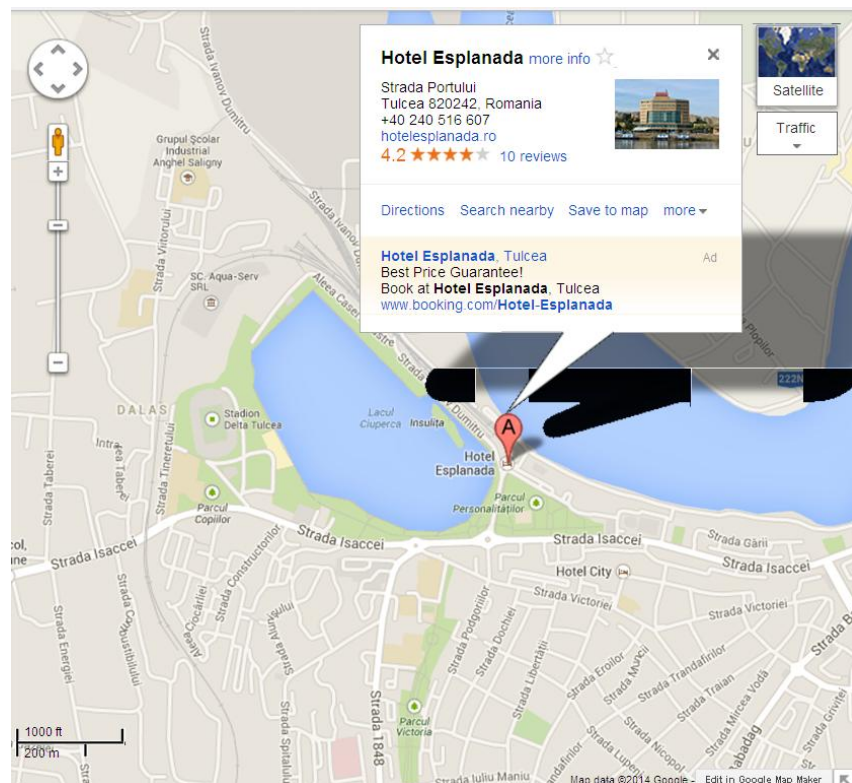
Tel: +40240 516607

Mobile: +40 731 50 50 72

Fax: +40240 516609

Email: office@hotelesplanada.ro

<http://www.hotelesplanada.ro/en.html>



2. HOTEL Delta

2 Isaccei Street, Tulcea - România

Tel.: +40 240 514 720

+40 240 514 721

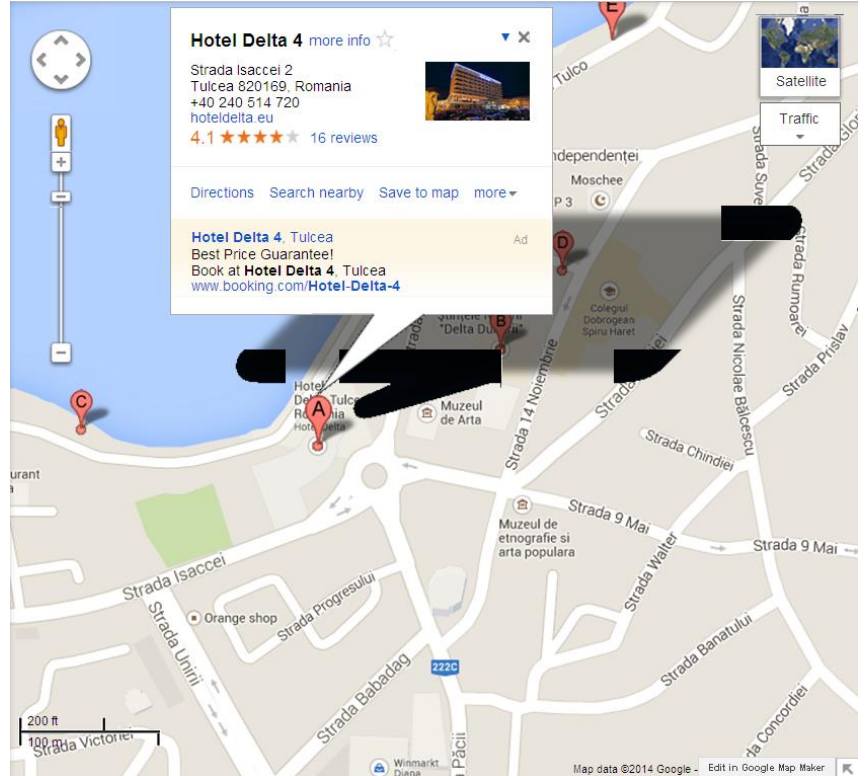
+40 240 516 262

Fax: +40 240 516 260

Email: office@hoteldelta.eu;

hoteldeltatulcea@gmail.com

<http://www.hoteldelta.eu/en/hotel-delta-3/overview/>



(It is advised that, due to the beginning of summer season in the Danube Delta, reservations be made as soon as possible, since the negotiated rates have been pre-booked for a limited time)

3. REGISTRATION

Registration for the event will be accessible on-line via the following web-site:

<http://asem2014-brussels.eu/>

Password: water2014

The registration website will be open for registration as of 14 April 2014. Registrations must be fully completed, including an uploaded photograph in the required format in the application form, by 9 May 2014.

4. TRANSPORT

For delegates arriving to Bucharest International Airport

The distance between Bucharest and Tulcea is approximately 280 km. In case you are not provided transfer by your Embassy in Bucharest, the Romanian MFA will arrange the transfer from Bucharest to Tulcea and Tulcea to Bucharest by bus according to the following program:

On the 1st of June 2014 - Departure from Bucharest:

On the 3rd/4th of June – Departure from Tulcea to Bucharest

(details to be provided at a later stage)

Delegates who are not provided transfer by respective embassies are kindly requested to arrange their flights bearing in mind the above mentioned program.

As of 15th May 2014 direct flights Frankfurt-Tulcea and Bucharest-Tulcea will be operated by Fly Romania. Details on <http://www.flyromania.com/en/>.

The distance from Tulcea Danube Delta airport to the city is approx. 15 km. Delegates arriving directly to Tulcea Airport will need to arrange independently transport to the venue and hotels.

5. CONTACT PERSONS

For substantive and organisational matters please contact:

Ms. Carmen PODGOREAN, General Director

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Email: dorin.palaghiciuc@mae.ro

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Fax: +4.0213192216

Email: garofita.porav@mae.ro

For logistic matters please contact:

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Email: cristian.badea@mae.ro

Ms. Alexandra Diana Radu,

Tel. +4.0214311474

Email: alexandra.radu@mae.ro

For requests for possible funding (ASEM developing countries) through the ASEM Dialogue Facility

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Email: support@theasem.eu; atavornmas@transtec.be

6. COSTS

The organisers will provide the venue for the seminar, as well as coffee breaks, lunch and dinner on 2nd of June, as well as the field trip in the afternoon of 3rd of June 2014. **Please confirm your participation to the field trip in the registration.**

The participants will bear the costs for accommodation, travel and possible visa costs.

7. OFFICIAL LANGUAGE

The official working language of the seminar will be English.

8. General information

About Romania and Tulcea

You can find information

<http://www.romaniatourism.com/>

<http://www.romaniatourism.com/tulcea.html>

<http://www.tulcea.com/>

<http://www.visitdanubedelta.com/en/tourist-attractions/>

Currency: RON (1 EUR = 4.4997 RON)

Power voltage: 220 Volt

Socket type “Europlug”

9. VISA

I. INFORMATION REGARDING THE ROMANIAN VISA AND THE CONDITIONS OF ENTRY INTO ROMANIA

The issuance of visas at airports and other Romanian border crossing points is not applicable to Conference participants.

NOTICE: Conditions to be fulfilled in order to be allowed entry on the territory of Romania

According to Romanian legislation in force, holding an entry visa, where necessary, does not inherently guarantee that the holder is allowed to enter the territory of Romania. In order to be allowed to enter Romania, when checks are carried out at the border crossing point, you must fulfil the appropriate entry conditions.

- ✓ All delegates who attend the **ASEM Conference** are required to hold a **valid travel document, recognized by Romania, the validity of which must extend at least 3 months after the intended date of departure from the territory of Romania, or after the date of expiry of the visa, and it must have been issued within the previous 10 years.** In addition, travel documents used in order to apply for a visa, in the case of third-state nationals who are required to hold a Romanian visa, must also contain at least two blank pages.
- ✓ **IMPORTANT!** As per Regulation (EU) no. 610/2013 of the European Parliament and of the Council of June 26th 2013, please note that, upon entering the territory of Romania, both the validity of your visa, as well as the duration of your previous stays, are verified. **You will be permitted entry for the time period specified on the visa sticker, as long as you have not exceeded the maximum duration of 90 days of stay within the 180 day period prior to your arrival at the border crossing point.**
- ✓ According to the provisions laid down in national legislation as regards the conditions of entry on the territory of Romania, when arriving at a Romanian border post for the purpose of entry, you must comply with the following:
 - a) Submit a valid travel document, as described above;
 - b) Depending on the case, submit an entry visa or a residence permit for Romania, issued in accordance with the provisions of the national legislation in force, or, depending on the case, any type of authorisation that grants the holder a right of transit or stay in Romania, on the grounds of European legal framework, provided that it has not been differently settled by means of international agreements;
 - c) Submit documents that justify the purpose of the trip, the conditions of stay and that probe the existence of appropriate means of support for the entire period of stay, as well as for the return to the country of origin, or for the transit towards another country where you are undoubtedly allowed entry;
 - d) Third-state nationals who transit the territory of Romania, must make the proof that they are allowed to enter the country of destination, or guarantee that they will leave the territory of Romania;

- e) You are not registered as an individual who is refused entry on the territory of Romania, or registered as undesirable;
 - f) You are not registered in the Schengen Information System with an alert regarding the refusal of entry;
 - g) You have not previously misused the purpose of your stay in Romania, as granted through a previous visa, or have not attempted to cross the Romanian border with falsified documents;
 - h) You do not represent a hazard to national security, order or health.
- ✓ Upon entering the territory of Romania, third-state nationals who are family members of Romanian citizens, as well as third-state nationals who hold a long-term residence permit issued by a member state of the European Union, are exempt from the obligations provided for under letters c) and d) listed above.

II. USEFUL INFORMATION – VISA REQUIREMENT/VISA EXEMPTION:

ANNEX A

I. The list of countries the nationals of which must be in possession of visas when travelling to Romania (the list herein is established in accordance with the provisions of Regulation EC 539/2001)

| | | | |
|------------|---------------|----------|----------|
| Bangladesh | Burma/Myanmar | Cambodia | China |
| India | Indonesia | Laos | Mongolia |
| Pakistan | Philippines | Russia | Thailand |
| Vietnam | | | |

I.1. BRITISH CITIZENS WHO ARE NOT NATIONALS OF THE UNITED KINGDOM OF GREAT BRITAIN AND NORTHERN IRELAND FOR THE PURPOSES OF COMMUNITY LAW:

- British overseas territories citizens who do not have the right of abode in the United Kingdom
- British overseas citizens
- British subjects who do not have the right of abode in the United Kingdom
- British protected persons

ANNEX B

List of countries the nationals of which, holders of ordinary passports, are exempt from the Romanian visa requirement:

| | | |
|------------------|-------------------|-------------|
| Australia | Brunei Darussalam | Canada |
| Chile | Japan | Malaysia |
| New Zealand | Singapore | South Korea |
| EU Member States | | |

ANNEX C

List of countries the nationals of which, holders of diplomatic passports (D), service passports (S), official passports (O) and of the seaman's book (SM), are exempt from the Romanian visa requirement:

| No. | State | D | S | O | SM | Period of stay |
|-----|-------------|---|---|---|----|----------------|
| 1. | China | X | X | | | 90days |
| 2. | India | X | | | | 90days |
| 3. | Mongolia | X | X | | | 60days |
| 4. | Pakistan | X | X | | | 30days |
| 5. | Philippines | X | X | X | | 90days |
| 6. | Russia | X | X | X | | 90days |
| 7. | Thailand | X | X | X | | 90days |
| 8. | Vietnam | X | X | X | | 90days |

! Starting with February 1st 2014, new amendments entered into force in Romanian legislation, in the sense that third-state nationals holders of a valid Schengen visa with at least two or multiple entries, of a long-stay visa or of a residence permit **issued by a Schengen member state**, can enter Romania **without being in possession of Romanian short-stay visa, for stays no longer than 90 days throughout any 180-day period.**

The imperative conditions that must be fulfilled in order to benefit from this facility are the following:

- the Schengen visa/long stay visa/residence permit issued by a Schengen member state, must be granted with at least 2 or multiple entries that have not been used up upon entry into Romania;
- the right of stay granted through the Schengen document must still be valid.

NOTE: Under the conditions specified above, the stay authorised for the territory of Romania will be equal to the right of stay granted through the Schengen visa.

! Third-state nationals who hold a permanent residence permit (valid for 5 years or more) issued by an EU Member State, can also enter Romania without being in possession of a short-stay visa, for a maximum period of stay of 90 days throughout any 180-day period.

! Third-state nationals who are family members of a citizen of the European Union, of the European Economic Area, or of the Swiss Confederation, are exempt from the Romanian entry visa requirement, provided that they cumulatively fulfil the following conditions:

- they accompany or join the citizen of the European Union, who exercises their right of residence on the territory of Romania;
- they hold a valid document that attests their residence on the territory of another Member State, as a family member of the citizen of the European Union that they accompany or join on the territory of Romania.

III. THE ROMANIAN SHORT-STAY VISA

Third-state nationals, who are subject to the visa requirement, must apply for a visa at the Romanian Diplomatic Mission or Consular Post (MD/OCs) from their country of origin or legal residence.

All participants who need to apply for a Romanian visa, must take into account that the processing time for a short-stay visa application is of maximum 14 working days.

Participants who hold office within government, public administrations or international organizations, and whose presence in Romania is in line with interests for the foreign relations of Romania are advised to apply for a “*short-stay official visa*” (marked **C/M**).

Any other participants who do not fall within the category mentioned above, should apply for a “*short-stay visa for cultural, scientific and humanitarian activities, short-term medical treatment or any other activities that do not breach Romanian laws*” (marked **C/ZA**).

✓ As regards the **C/M type of visa**, the following supporting documents must be submitted at the Romanian MD/OCs, upon application:

- A note verbale from the institution that they represent in the ASEM seminar, stating their quality (hold office within government, public administrations or international organizations), as well as a proof of participation in the seminar;
- The short-stay visa application form duly filled-in and signed. Download here: http://www.mae.ro/sites/default/files/file/mae_old/poze_editare/2008.11.14_Formular_Viza_ABC.pdf;
- Two recent coloured 3x4 photos;
- A passport that expires at least three months after the intended date of departure from Romania and should have been issued within the last 10 years.

NOTE: Please always take into account the conditions of entry, which are complementary to the conditions required for the issuance of visas (cf. point I).

As regards the **C/ZA type of visa**, the following supporting documents must be submitted at the Romanian MD/OCs, upon application:

- Invitation letter issued by the organizer, as a document that justifies the purpose of the trip ;
- Valid travel ticket to destination, or driving license, green card and the registration documents of the means of transport - in the case of vehicle drivers;
- Proof of financial means in amount of EUR 50/day, or the equivalent in convertible currency for the entire period of the stay, but no less than EUR 500, or the equivalent in convertible currency;
- Travel medical insurance;
- Proof of accommodation.
- The short-stay visa application form duly filled-in and signed. Download here: http://www.mae.ro/sites/default/files/file/mae_old/poze_editare/2008.11.14_Formular_Viza_ABC.pdf;
- Two recent coloured 3x4 photos;

NOTE: Please always take into account the conditions of entry, which are complementary to the conditions required for the issuance of visas (cf. point I).

IV. VISA FEES

The processing fee charged for Romanian short-stay visas is in amount of 60 EUR/person.

The visa processing fees are charged beforehand, in EUR, as well as in US Dollars, or in the currency of the state of residence, based on the average exchange rate to the EUR.

In case of refusal of a visa application, the visa processing fee cannot be reimbursed.

For nationals of third states with which the European Union has concluded bilateral visa facility agreements, the fees charged are those established under the respective agreements.

NOTE: **Whenever possible, the Romanian side will grant exemption for visa fee, based on confirmed participation to the seminar.**

Please check with the consular offices of Romania at the moment of application