

EEA-Eionet day
 1 March 2023, Copenhagen, Denmark
Practical information guide

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EEA-Eionet day

EEA-Eionet day will take place at [DGI Byen – CPH Conference](#) on **Wednesday 1 March 2023** from 09:00 to 18:30, followed by an EEA-hosted dinner and party from 18:30 to 24:00. The full meeting agenda and other meeting documents are available on the [EEA-Eionet day website](#).

Participants will include National Focal Points, Eionet group and thematic group experts, European Topic Centres representatives, Management Board members and EEA staff (Senior Management Team, Heads of Groups, EEA Eionet group leads and Thematic group leads, Country Desk Officers).

All remaining EEA staff are invited to join the event, including the Science & drinks, dinner and party, from 17:00 onwards.

DGI Byen



[DGI Byen – CPH Conference](#)

Tietgensgade 65
1704 Copenhagen V

Closest metro and train station: Copenhagen central station
(In Danish: Hovedbanegården/ Kbh H)

See below sections on how to reach DGI Byen

DGI Byen is a large complex comprised of CPH Conference, CPH Hotel, sports facilities, restaurants and much more. It is located between the central station (Hovedbanegården) and the Meatpacking district in Vesterbro.

DGI Byen is a certified [Green Key](#) member and has received the bronze [Organic Cuisine Label](#). Read more about DGI Byen's sustainability measures [here](#).

Accommodation

Block bookings have been made at [CPH Hotel at DGI Byen](#) (for participants in EEA-Eionet day) and [Wakeup Copenhagen](#) (for participants also attending the NFP/Eionet meeting on 28 February). Please refer to the [Eionet Forum](#) for further guidance regarding **travel, accommodation booking and reimbursement**.



[CPH Hotel - DGI Byen](#)

Tietgensgade 65
1709 Copenhagen V

Phone: +45 33298070 | +45 33298050

E-mail: cphhotel@dgi-byen.dk

The hotel is located right next door to CPH Conference at DGI Byen. It is a 5 min walk to Hovedbanegården and 10 min walk to the main shopping street, Strøget. [Copenhagen Airport](#) is about 9 km away.



Wakeup Copenhagen

Borgergade 9
1300 Copenhagen K

Phone: +45 4480 0090

E-mail: borgergade@wakeupcopenhagen.dk

Closest metro station: Kongens Nytorv

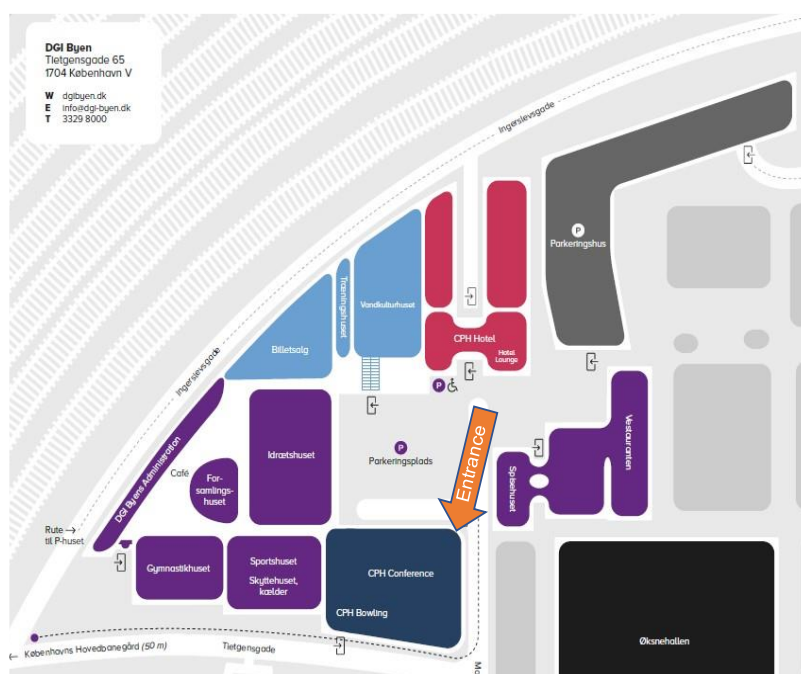
The hotel is a 5-minute walk from EEA and Kongens Nytorv metro station and the main shopping street, Strøget. [Copenhagen Airport](#) is about 9 km away.

Getting there and away

Arriving at DGI Byen

When arriving at DGI Byen, please use the **entrance to CPH Conference** marked with the orange arrow in the picture – do not use the main entrance to DGI Byen (Gymnastikhuset)!

If you are at the main entrance to DGI Byen, continue down Tietgensgade, past CPH Bowling, until you see a sign for EEA-Eionet day and CPH Conference/CPH Hotel and turn left. Walk until you see CPH Conference on your left and CPH Hotel straight ahead.



From Copenhagen airport to DGI Byen (CPH Conference and CPH Hotel)

DGI Byen is located a short walk (5 min) from the central station (Hovedbanegården/Kbh H). Reaching the central station from the airport takes 13 min by train. Trains are regional trains coming from Sweden and depart every 10 minutes during the day, every 20 minutes during the evening and every hour during the night.

The central train station can also be reached by metro from the airport which takes 35 min and requires a transfer at Kongens Nytorv. Use M2 to Kongens Nytorv and switch to M3 to Hovedbanegården. The metro operates at 4-6 minutes' intervals during the day and evening hours and every 15 minutes during the night.

At the airport, the train and metro stations are located at Terminal 3. Once you exit the baggage reclaim area, walk straight ahead until you reach the train ticket sales office. From here, follow the signs for the train (use the escalators going down) or the metro (use escalators going up).

Tickets for the train and metro can be purchased at the ticket sales counter or via the App **DOT mobilbilletter**. You need a **3-zone ticket to Hovedbanegården** (train ticket price is 36 DKK ~ 4.84 EUR). Please note that the ticket

machines do not accept notes, only coins and cards such as the Dankort, VISA, etc. For a detailed trip plan, you can use <http://www.rejseplanen.dk/bin/query.exe/en>.

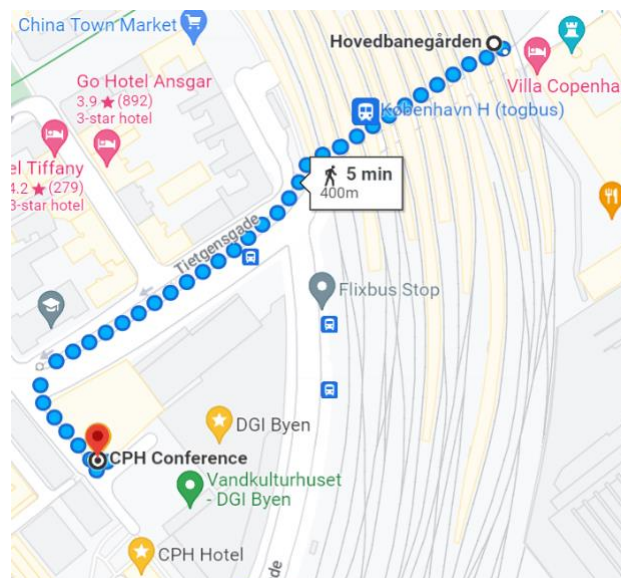
From Copenhagen central station to the venue

When reaching Hovedbanegården by train, use the exit to Tietgensgade. Walk down to the end of the platform (opposite end of the main station building) and take the stairs up to the bridge above the train tracks.

Turn right and walk straight until you see DGI Byen.

Walk along Tietgensgade and the main DGI Byen building, past CPH Bowling, until you see a sign for EEA-Eionet day and CPH Conference.

Turn left and keep walking until you reach the entrance to CPH Conference or CPH Hotel.

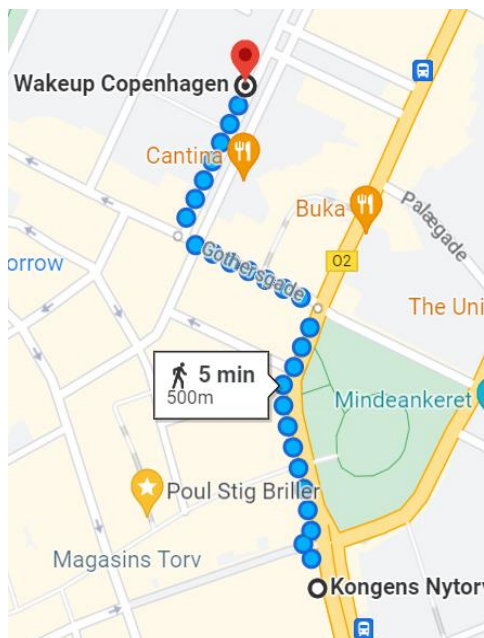


If arriving by metro, please see the map below (getting to DGI Byen from the EEA and Wakeup Copenhagen hotel).

We do not advise the use of taxi for environmental reasons and also because it is expensive and can sometimes double your transfer time.

From Copenhagen airport to Wakeup Copenhagen

The metro runs directly from the airport to Kongens Nytorv, where the EEA is located, and from there, it is a short walk to the hotel. The travel time to Kongens Nytorv is approx. 20 minutes.



From Kongens Nytorv to Wakeup Copenhagen

When exiting Kongens Nytorv metro station, head north towards Lille Kongensgade

Turn left onto Gothersgade

Turn right at Borbergsgade and you can see the hotel on your left-hand side.

From Wakeup Copenhagen and the EEA to DGI Byen

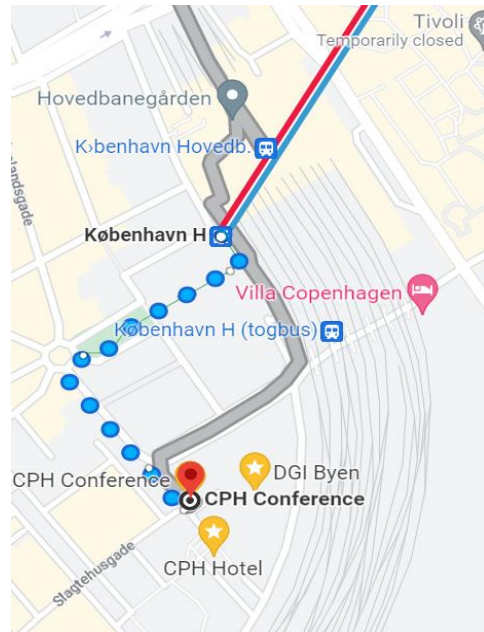
Take the metro (M3 or M4) from Kongens Nytorv to the central station (Hovedbanegården/ Kbh H) from where it is a short walk (5 min) to DGI Byen. The travel time to DGI Byen is approx. 15 minutes.

From Copenhagen central metro station to the venue

From the metro station, head down Reventlowsgade and continue onto Stampesgade.

At the roundabout, take the second exit onto Kvægtorvsgade and continue straight until you see DGI Byen and a sign for CPH Conference and CPH Hotel.

Continue straight and you will see CPH Conference on your left and CPH Hotel at the end of the road.



Programme

The EEA-Eionet day sessions will take place in various locations within DGI Byen. The main areas and rooms that will be used for the event are:

Ground floor: marketplace (foyer) and plenary room/ breakout rooms

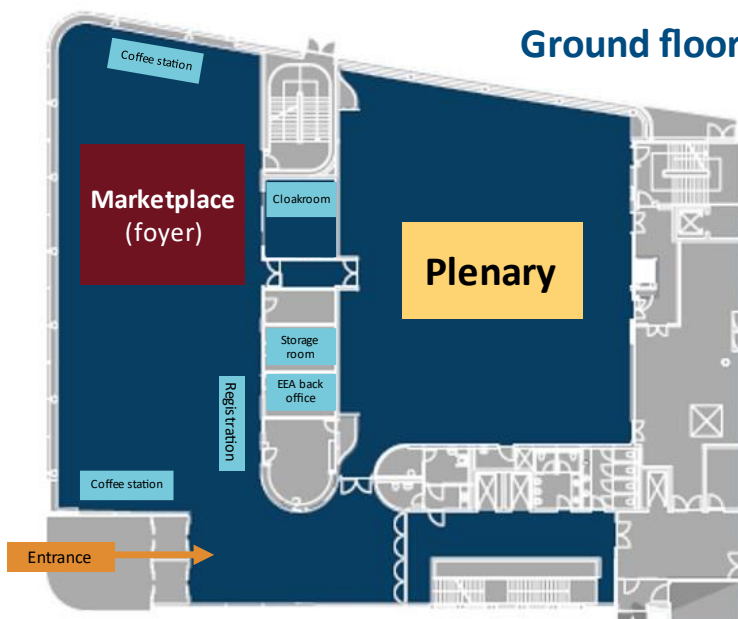
Spisehuset breakout room: located in the building across from the main entrance

1st floor: Kastrup Lufthavn breakout room

2nd floor: open space area + side rooms used for the EEA-Eionet party

3rd floor: restaurant used for lunch and dinner

The below maps provide an overview of the locations for the different sessions and activities.



Ground floor

09:00 – 13:00 & 16:00 – 18:30

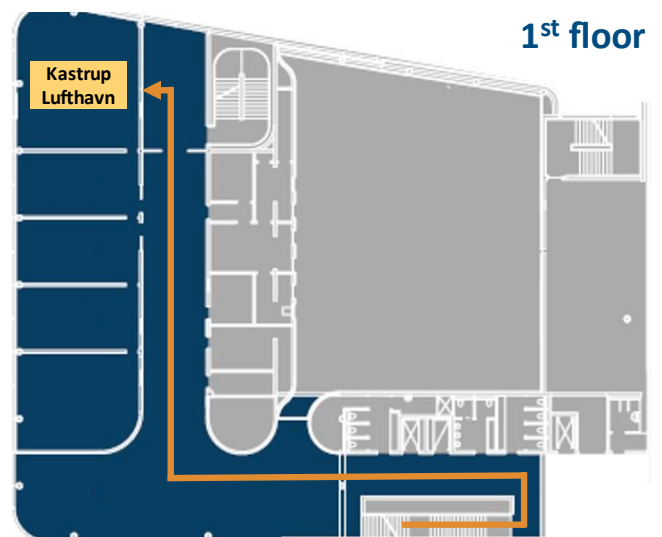
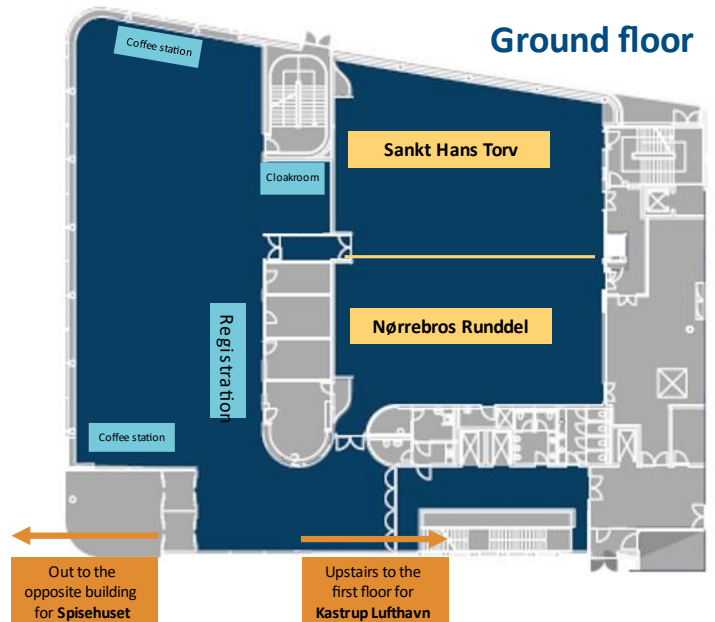
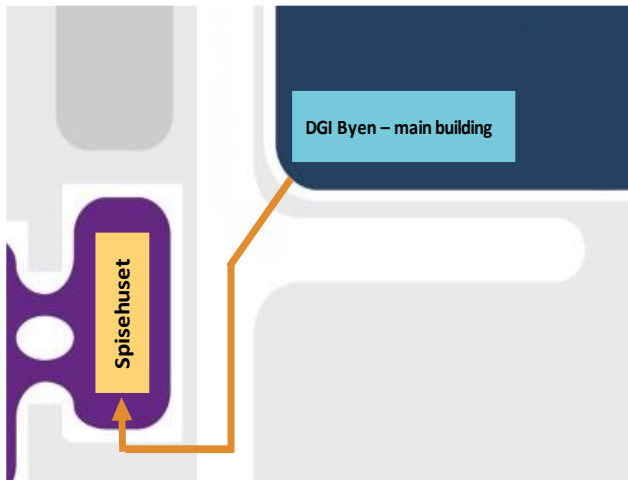
- **Arrival and registration** (registration area)
- **Plenary sessions (morning)** (plenary room)
- **Eionet delivers** (marketplace)
- **National corner** (marketplace)
- **Science & drinks** (plenary room)
- **Closing session** (plenary room)
- **Networking** (plenary room/marketplace)
- **Coffee breaks** (marketplace)

14:00 – 16:00 Cut across workshops

Breakout rooms:

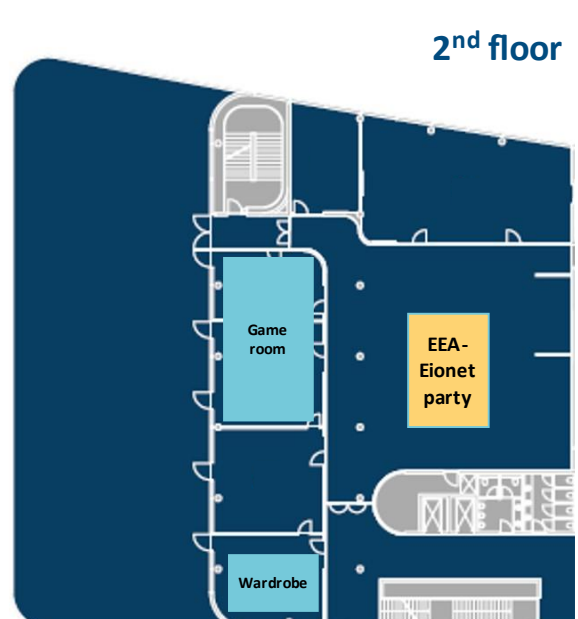
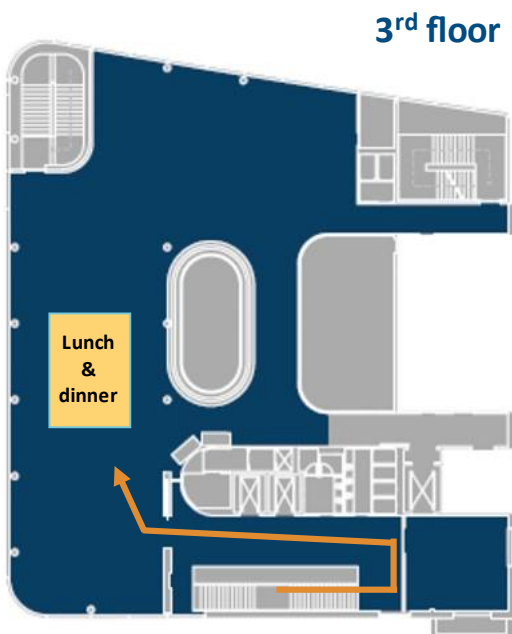
- Sankt Hans Torv (half of the plenary room)
- Nørrebros Runddel (half of the plenary room)
- Spisehuset (opposite the main entrance)
- Kastrup Lufthavn (1st floor)

Spisehuset (next door building)



13:00 – 14:00 lunch & 18:30 – 20:30 dinner

20:30 – 24:00 party



Registration

Upon arrival, please proceed to the registration desk to register and receive your name badge. All participants, including those attending the Science & drinks, dinner and/or party only, are required to register upon arrival.

For those with special dietary requirements: food cards for the dinner will be handed out with your name badge during the registration (see also Lunch and dinner section below for further details).

Please wear your badge visibly throughout the day and return it at the registration desk at the end of the day.

EEA staff will be at the registration desk from 07:30 to 18:30 to provide guidance and any other assistance you might require.

Plenary sessions (live streaming)

The morning plenary session – from 9:30 to 11:30 – will take place in the plenary room (Sankt Hans Torv and Nørrebros Runddel rooms combined)

These sessions will be live streamed at <https://dgiq.dk/eea-eionet/> and recorded.

Marketplace

The marketplace (foyer) area will host the Eionet delivers and National corner sessions comprising a total of 44 stands. Two EEA stands will serve as hubs for marketplace information and distribution of EEA materials.

The stands will be set up before the event starts and remain in place until the day programme is finished.

All stands will be clearly marked with a stand number and name of the session (Eionet delivers or National corner) making it easy for both organisers and participants to locate the different stands. The complete list of stands and the detailed **floorplan** will be displayed on the EEA stands and are also available on the [EEA-Eionet day website](#).

Tea, coffee and snacks will be served in the marketplace area during the day.

For marketplace exhibitors:

Organisers can use the following timeslots to set up and prepare their stands:

Tuesday 28 February at 18:00 – 19:30

Wednesday 1 March at 07:30 – 08:30

The EEA will bring all the country and ETC posters and any materials sent to us in advance to venue.

When the closing session finishes at 17:45, stand owners are free to take down the stands and place any materials in the storage room, from where they can be collected at the end of the day. Any materials left behind after the event will be recycled.

For more information about setting up and taking down your stands, please see the practical guidance for marketplace organisers available on the [EEA-Eionet day website](#).

Cut across workshops

The Cut across workshops will take place in two rounds with 4 parallel workshops in each in the designated break-out rooms (Nørrebros Runddel, Sankt Hans Torv, Spisehuset and Kastrup Lufthavn). The seating arrangements in the workshops will be theatre style.

The lists of registered participants for each of the 8 workshops will be available at the registration desk. For participants that have yet to sign up for the workshops, please add your name to the applicable workshop lists.

Each workshop will include a moderator and a number of panellists and provide an opportunity for fruitful discussions on the selected workshop topics. Practical and technical support will be provided by the EEA and DGI Byen staff.

For workshop organisers:

Organisers can use the timeslots listed above in the Marketplace section to visit the breakout rooms and drop off any materials to be used in the workshops.

PowerPoint presentations delivered in a workshop will be stored on a USB stick and presented from the laptop located in the workshop rooms.

For more information on the organisation and preparation of workshops, please see the [practical guidance for workshop organisers](#) on the [EEA-Eionet day website](#).

Science & drinks, closing and networking sessions

The Science & drinks and the closing session will take place in the plenary room. Drinks (wine, beer and soft drinks) will be served at designated tables inside the room.

The networking session, which is the last part of the day programme, is an informal session that can be used to network with other participants and freshen up before dinner. Stand owners can also use the time to pack up their stands and move their materials to the storage room.

Lunch and dinner

Lunch and dinner are served in the restaurant on the 3rd floor.

The lunch is a buffet lunch containing a wide selection of dishes, including vegetarian/vegan and gluten free dishes. Water and soft drinks are provided.

The dinner is a pre-set menu served directly at the tables. Unlimited wine, beer and soft drinks are included in the dinner.

Those with special dietary requirements should place their food cards – handed out with your name tag during the registration in the morning – on the table where seated, and the waiters will serve you accordingly.

For any questions regarding the food, please speak directly to the kitchen staff in the restaurant.

In the restaurant, a microphone will be available for any speeches and announcements.

Party

The party will kick off after the dinner and take place on the 2nd floor. The party area will include a bar, dancefloor with live music, a game room, and other fun activities.

Drinks can be purchased at the bar. Prices are:

Long drinks: 85 DKK

Cava: 80 DKK

Wine: 75 DKK

Beer: 38 DKK

Soft drinks: 31 DKK

The last round will be served at 23:30 and the party will close at 24:00. Guests can remain in the building until 01:00.

Practical information about the venue

Internet access

Free Wi-Fi access is available throughout DGI Byen:

Name: **CPH Conference**

Code: **dgibyenwifi**

NB: In some areas of the complex the Wi-Fi name is DGI Byen, however, the code remains the same.

The Wi-Fi name and code is also displayed on the walls in different parts of the building.

Storage

The storage room is located on the ground floor near the registration desk. This room can be used to store luggage and materials for the marketplace stands and workshops.

Please make sure that your items are securely packed and labelled with your name/country/session.

The storage room is monitored during the day and considered secure, however, storing your items in this room comes at your own responsibility.

Cloakrooms

The main cloakroom is located on the ground floor near the entrance to the plenary room. A second cloakroom will be available on the 2nd floor (in the party area) from 17:00 onwards. After the closing session finishes at 17:45, participants are encouraged to move their coats to the 2nd floor cloak room. Participants arriving after 18:00 to attend the dinner and party should only use this cloak room.

Disability access

DGI Byen is fully accessible to wheelchair users.

Smoking

Designated smoking areas are located outside the main entrance on the ground floor and on the terrace on the 2nd floor.

Side meeting rooms

For those requiring a separate room for meetings and calls, please contact the EEA staff at the registration desk to be allocated a room (availability permitting).

Parking

If arriving by car, you can use the DGI Byen parking complex (see map on page 4). Price: 40 DKK per hour. Payment can be done via the on-site payment machine or via the [EasyPark](#) or [APCOA FLOW](#) apps.

Swimming pool

DGI Byen allows all event participants to use the swimming pool at Vandkulturhuset inside DGI Byen during the day. Opening hours: 06:00 – 22:00. At the entrance to Vandkulturhuset, just mention that you are a participant in EEA-Eionet day at DGI Byen and you will be handed a wristband that gives you access to the pool.

Therefore, please remember to bring your swimsuit if you would like to use the pool in the early morning before the event or for a quick dip during a coffee break!

Social media

We encourage you to share your own impressions from the EEA-Eionet Day using hashtag [#EEAEionetDay](#). If you are an exhibitor, speaker or just attending the event, please consider that colleagues or the EEA communications team may share content from the day on social media and beyond the EEA-Eionet family. The dinner party is considered a private event, and we kindly ask you to not take photos or videos of your colleagues without their expressed consent.

Filming at the event

Please note that there will be some video recording of plenary and breakout sessions focusing on groups and crowds, which might be used in EEA corporate audiovisuals (short segments of 5-10 seconds) to highlight our networking activities on our website, events and social media channels. Should you wish not to appear in such, please let the camera crew or [Gülçin Karadeniz](#) know.

Copenhagen area and practical information

Copenhagen

Copenhagen is the capital and the biggest city of Denmark. It has a population of 1 345 562 (as of December 2022), of whom 644,431 live in the Municipality of Copenhagen. The city is situated on the Eastern coast of the island of Zealand; another small portion of the city is located on Amager, and is separated from Malmö, Sweden, by the strait of Øresund. The Øresund Bridge connects the two cities by rail and road. The city is the cultural, economic and governmental centre of Denmark; it is one of the major financial centres of Northern Europe with the Copenhagen Stock Exchange. Copenhagen's economy has seen rapid developments in the service sector, especially through initiatives in information technology, pharmaceuticals, and clean technology.

Time zone

The time zone in Denmark at the time of the event is the Central European Time (CET), GMT/UTC + 1h.

Climate

We hope for nice weather **but be prepared for an average temperate from 1 to 6°**, and rain is always possible. We suggest checking the [weather forecast for Copenhagen](#) before you leave.

Money

Currency: The Danish official currency is kroner. 10 DKK is approximately 1.34 euro.

Currency exchange: You can exchange money at banks, which are open from 10.00 to 16.00 Monday to Friday (18.00 on Thursdays); at currency exchange offices and at automatic currency exchange machines (currency sale transactions only).

ATMs: ATMs are to be found around banks and in many busy public places, such as at the airports, in train stations, around banks and in shopping centres.

Credit cards: We recommend using credit/debit cards – 98% of shops and service facilities will accept cards. For more information, and where to exchange currency, please see this [site](#).

Taxes: Prices include VAT.

Drinking water

The tap water in Denmark is of excellent quality. You can drink tap water from anywhere unless otherwise stated. Bottled water can be bought in supermarkets, kiosks, gas stations and delis.

Electricity



In Denmark, sockets are designed according to the European standards (two-pin sockets/type F) and they are supplied with 220 volts.

Emergency numbers

Police, fire brigade, ambulance: 112

Non-emergency police: 114

Medical helpline: 1813

Health

You can find a list of emergency wards [here](#).

Languages

The most common foreign languages spoken in Copenhagen are English, German and French.

Working hours

Metro: Every day, 24-hour service

Buses: Every day, 24-hour service

Banks: Banks in Copenhagen are open from 10.00 to 16.00 on weekdays and closed on Saturdays and Sundays. Some banks are open until 18.00 on Thursdays.

Shopping centres: Monday-Saturday 10-20

Shops: Monday-Friday 10-18 and Saturday 9-15

Embassies: Monday-Friday. The opening hours vary and can be seen [here](#).

Post offices: Monday-Friday 8.30-19.00

Pharmacies: Monday- Friday 9-17.30. Also 24-hour service.

Meal times: Lunch: 12-14. Dinner: 18-20

Mobile phones

In Denmark there are four mobile phone operators – Telia, 3, Telenor and TDC - which have roaming agreements with most international mobile phone companies and provide users with a good coverage nationwide.

Country code

The country dialling code for Denmark is **+45**.

Smoking rules

In August 2007, Denmark enacted a smoke free law covering workplaces and public places with a number of exceptions. Smoking is allowed in designated smoking rooms of workplaces, restaurants, cafes, and bars. Private offices and bars smaller than 40 square meters are exempt. Smoking is also allowed in long-term care and psychiatric facilities. Public transportation is 100% smoke free.

Copenhagen Visitor Service (tourist information)

Address: Vesterbrogade 4A (Just around the corner from Copenhagen central station)

Tel: +45 70 222 442

Opening hours: 09.00–16.00 on weekdays, 10.00-15.00 on weekends.

Official website: <http://www.visitcopenhagen.com/copenhagen-tourist>

Copenhagen Airport

Customer service: +45 32 31 32 31 (Every day from 07.00 - 23.00)

Website: [Contact Customer Service \(cph.dk\)](#)

Getting around Copenhagen

The metro in Copenhagen is a quick and easy way to get around the city and runs at regular intervals 24 hours a day.

To plan your journey and buy both metro and train tickets online visit: [The official tourist guide to public transport](#).

You can also buy tickets directly from the bus driver (cash only, Danish Kroner) or from metro ticket vending

machines located at each station. For a complete overview of where to buy tickets visit: [Ticket and prices of public transportation | International.kk.dk](#)

Assistance

Questions about the meeting can be directed to:

EEA-Eionet day event team: EionetDay2023@eea.europa.eu

For urgent matters:

Marianne Dons Tychsen, Expert – Communications

Mobile: +45 26 20 50 57

Email: Marianne.Tychsen@eea.europa.eu

Questions on travel arrangements and reimbursements can be directed to:

Pia Schmidt: Officer - Eionet Support

Tel: +45 51 20 98 02

Email: Pia.Schmidt@eea.europa.eu

FIGAME (travel agency) contact details:

Web: www.figamegroup.com

Emergency 24hr phone: +39 0871 803862

Email: eea@figamegroup.com