

## **Practical Information Note II**

### **HIGH-LEVEL MEETING OF THE FRANCO-GERMAN COORDINATION INITIATIVE ON THE IMPLEMENTATION OF THE ROADMAP FOR COMPREHENSIVE SMALL ARMS AND LIGHT WEAPONS CONTROL IN THE WESTERN BALKANS**

**Berlin, 31 January 2020**

**(German Federal Foreign Office, Werderscher Markt 1, 10117 Berlin)**

Germany and France are co-organising the second high-level meeting of the Franco-German initiative for the comprehensive control of small arms and light weapons in the Western Balkans, which will be held in Berlin on 31 January 2020. This meeting will be co-chaired by the German Federal Minister for Foreign Affairs Heiko Maas, the French Minister for Europe and Foreign Affairs Jean-Yves Le Drian, the European Commissioner for Home Affairs Ylva Johansson and the European Commissioner for Neighbourhood and Enlargement Olivér Várhelyi.

This note provides an overview of the conference schedule, as well as information on logistical arrangements. Please note that all information may be subject to change.

#### **Draft conference schedule**

<b>8.30 – 10.00</b>	<b>Registration of delegations</b>
<b>9.00 – 10.00</b>	<b>Gallery Walk &amp; Breakfast</b>
<b>10.00 – 10.50</b>	<b>Opening remarks</b> H.E. Heiko Maas, German Federal Minister for Foreign Affairs H.E. Jean-Yves Le Drian, French Minister for Europe and Foreign Affairs H.E. Ylva Johansson, European Commissioner for Home Affairs H.E. Olivér Várhelyi, European Commissioner for Neighbourhood and Enlargement

10.50 – 11.15	<p><b><u>Session 1: One year of Roadmap implementation: Presentation of results, including monitoring of the agreed 14 Key Performance Indicators</u></b></p> <p>UNDP</p>
11.15 – 12.40	<p><b><u>Session 2: Statements by Western Balkan Ministers on progress towards reaching the Roadmap Goals and one year of Roadmap implementation (10 minutes maximum each)</u></b></p>
12.45	<p><b>Group photo with heads of delegation</b></p>
13.00 – 15.00	<p><b>Lunch &amp; Gallery Walk</b></p>
15.00 – 15.45	<p><b><u>Session 3:</u></b></p> <p><b>Presentation by international and regional organisations of their contributions to implementation of the Roadmap, including funding options for future work (5 minutes each):</b></p> <ul style="list-style-type: none"> <li>- OSCE</li> <li>- RCC</li> <li>- NATO</li> <li>- UNODC</li> <li>- EUROPOL</li> <li>- EMPACT</li> <li>- EBCGA ('FRONTEX')</li> </ul>
15.45 – 17.00	<p><b><u>Session 4:</u></b></p> <p>Statements by donors, including announcement of pledges for the implementation of the Roadmap</p>
17.00 – 17.30	<p><b>Conclusions</b></p> <p>Federal Foreign Office</p> <p>Quai d'Orsay</p> <p>European Union</p>

## I. The venue – Federal Foreign Office

The conference will take place at the Federal Foreign Office. The entrance to the conference premises will be at Unterwasserstraße 10, 10117 Berlin.



For security reasons, all participants must be accredited in order to access the conference venue. All participants entering at Unterwasserstraße will have to go through security checks and baggage screening after entering the building.

## II. Formats and passes

Delegations (1+2) are made up of:

- Head of Delegation
- Two accompanying officials (delegates)

The delegations will be accredited at the conference venue. All delegates entering the venue must identify themselves by providing an official identity document. Badges will be handed out at the accreditation desk which will be located in the conference area next to the entrance. Please make sure to wear badges visibly at all times.

## III. Gallery Walk

In the morning between 9.00 and 10.00 and during the lunch break between 13.00 and 15.00, delegations will have the opportunity to visit the interactive Gallery Walk located in front of the main hall. Here, three pilot projects contributing to the goals of the Roadmap will be highlighted: the OSCE's contribution to arms control through deactivation of small arms and light weapons, UNDP SEESAC's Gender Coach Program as an example of best practice in Gender Responsive Firearms Control and UNDP CIAT's Countering illicit arms trafficking in Bosnia and Herzegovina.

#### **IV. Delegation Accreditation Officer and delegate registration process**

Please be reminded that registration is mandatory for all conference guests.

#### **V. Interpretation**

Simultaneous interpretation will be provided in the following languages: Albanian, Bosnian, Croatian, English, French, German, Macedonian, Montenegrin and Serbian.

#### **VI. Lunch**

Lunch will be provided for all participants in the conference area.

#### **VII. Transportation in Berlin**

No transportation will be provided by the Federal Foreign Office. The Federal Foreign Office can be reached by public transportation.

By underground: U2 to Hausvogteiplatz or U6 to Französische Straße

By bus: 147 to Werderscher Markt or M48 to Spittelmarkt

For additional information on ticket prices and timetables in Berlin, please visit: <https://www.bvg.de/en>

Please be aware that parking at Unterwasserstraße is only allowed if the driver remains with the car at all times.

#### **VIII. Accommodation and travel arrangements**

Travel arrangements to Berlin and accommodation will neither be organised nor paid for by the Federal Foreign Office.

#### **IX. Visa requirements**

Visa requirements must be met before arrival in Germany, unless an exemption applies. For information on the requirements see the link below. When applying for a visa, you should present as proof of your travel purpose a copy of the invitation letter which is generated automatically and can be downloaded after the accreditation through the portal by the DAO.

Please refer to the website of the competent German Embassy or Consulate General for additional information. Although visa applications will be processed in a timely manner, it is strongly recommended that the application process be initiated as early as possible.

Information on visa requirements for entering the Federal Republic of Germany is available at: <https://www.auswaertiges-amt.de/en/einreiseundaufenthalt/visabestimmungen-node/staatenlistervisumpflicht-node>

#### **X. Points of contact**

**Registration, protocol and logistics:** [roadmap2024@diplo.de](mailto:roadmap2024@diplo.de)

**Coordination Liaison Officers:** [liaison.roadmap2024@diplo.de](mailto:liaison.roadmap2024@diplo.de)

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