

TRAVEL, ACCOMMODATION & GENERAL INFORMATION PACKAGE

for the

**ACE – European School of Antennas
Short Course on Phased Arrays and Reflectarrays**

to be held at

**TNO Defence, Security and Safety
Oude Waalsdorperweg 63
2597AK The Hague
The Netherlands**

Dates : 11-15 April 2005

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1. LOCATION OF THE MEETING

The meetings will be held at:

**TNO-Defence, Security and Safety
Oude Waalsdorperweg 63
2597 AK The Hague
The Netherlands**

GPS: 52° 06' 34" N 04° 19' 38" E

Please report at the gate of the TNO site and state the purpose of your visit. You may park your car either in the visitors parking lot or on the TNO staff parking lot. Go to the security desk at the main entrance of the building. You will receive a visitors badge, for which proper identification is required (e.g. passport). Your host will be notified of your arrival by security and we will then go to the meeting room.

Moving around the TNO facility will be limited to the authorised portion of the building dedicated to the meeting; participants will be requested to wear their Meeting badges at all times.

The TNO building lay-out is a bit confusing to visitors, so please don't wander off on your own, otherwise we might end up having to hire you because you can't find your way out again!

2. HOTEL ACCOMMODATION

Herewith please find an overview of the corporate prices that have been agreed with several hotels in the area The Hague. Should you wish to make a reservation in one of the below mentioned hotels, please contact the hotel of your choice and mention the contract with TNO.

Price per room per night

*****	<i>Single</i>	<i>Double</i>	<i>Breakfast, excluding</i>	<i>Tel/Fax/E-mail</i>
Crowne Plaza Den Haag- Promenade Van Stolkweg 1 2585 JL Den Haag www.crowneplaza.nl	137,50	137,50	22,-	Tel 070 3525161 Fax 070 3541046 E-mail: info@crowneplazadenhaag.nl

Bilderberg Europa Hotel Zwolsestraat 2 2587 VJ Den Haag www.bilderberg-europa- hotel.nl	102,50 113,- 125	110,- 118,- 130,-	17,-	Tel 070 4169595 Fax 070 4199555 E-mail Europa.sales@bilderberg.nl

Badhotel Scheveningen Gevers Deynootweg 15 2586 BB Den Haag/ Scheveningen www.badhotelscheveningen.nl	86,-	98,-	14,50	Tel 070 3512221 Fax 070 3555870 E-mail: info@badhotelscheveningen.nl

3. COUNTRY AND CITY INFORMATION

The Netherlands, on the coast of the North Sea, covers an area of 41,526 square kilometres and has a population reaching the 16 million people, of which almost 450.000 live in The Hague. Part of the great plain of North and West Europe, the Netherlands has maximum dimensions of 360 by 257 kilometres. As you can see, the Netherlands is very densely populated. Besides the country is low and flat. The highest points of the country (more than 1000 ft !!) can be found in Limburg, in the southeast, where you can find a hilly landscape. The lowest is in the Schiphol region, and is about -6m below MSL. The capital of the Netherlands is Amsterdam.

The Hague is a beautiful city with many different faces. It is the governmental residence of The Netherlands and has a firmly entrenched parliamentary tradition. It dates back far beyond the moment of the country's formal recognition as an independent sovereign nation in 1648. It all started with a hunting lodge of the counts of Holland. Count William II began the construction of a palace in the 13th century. In the following ages a town grew around this palace, in which the States-General of the United Provinces convened in the 16th century and which became the residence of the 'Stadtholders' and (till the early 19th century) even the capital of the Netherlands Republic in the 17th century. In those days The Hague rose to be one of the chief diplomatic and intellectual centres of Europe and nowadays it still is. During the 750 years of its existence The Hague has been a home-from-home for merchants and diplomats from all over the world. Many beautiful historical buildings let the visitors smell the rich past of the city.

Consequently over the centuries the city has developed an international flavour. The world's first international peace conference was held here in 1899 on the initiative of Nicholas II of Russia and, ever since, The Hague has been a centre for the promotion of international justice and arbitration (just ask Mr Milosovitch, the former president of Yugoslavia).

Another consequence is that The Hague still is the Royal Residence. The Queen of the Netherlands, Beatrix, lives and works in The Hague. Palaces as 'Huis ten Bosch', 'Noordeinde' and 'Lange Voorhout Palace' give the city a marvellous royal taste.

At this very moment people are working at the very ambitious project 'The Hague New Centre'. This large building project in the old centre of the city succeeds in combining fine modern architecture with the unique existing cultural heritage in styles as the New Hague School, Art Nouveau and Jugendstil. Past and present melt together here. Unfortunately, the construction sites in the city centre do cause some traffic problems.

Talking about cultural heritage, don't forget the famous Dutch painters from this small country. In the 'Mauritshuis' for example, you can admire famous paintings of famous Dutch School painters as Rembrandt, Vermeer and Potter.

Because there are many beautiful places to visit it is recommended to the visitors of The Hague to explore the city by foot, whenever possible.

And finally, for the ones who wish to escape the business of everyday citylife, the North Sea coast with its softly shaped dunes is right on the city's doorstep. That part of the city is known as 'Scheveningen'.

4. CLIMATE

Yes, we have a climate. The weather in May is normally like spring, dry and sunny or cloudy and rain. Temperatures can range from 12-25 degrees Celsius. However, no guarantees are given ! Bringing an umbrella or raincoat is recommended. Please check the forecast before you leave for the Netherlands. All temperatures are indicated in degrees Celsius:

- 0° Celsius is the temperature of melting ice (32° degrees Fahrenheit),
- 10° Celsius is 50° F,
- 20° Celsius is 70° F,
- 25° Celsius is 77° F,
- 37° Celsius is 100° F (body temperature),
- 50° Celsius is 131° F,
- 100° Celsius is the temperature of boiling water.

To convert from Celsius to Fahrenheit:

$$F = (1.8 * C) + 32$$

To convert from Fahrenheit to Celsius:

$$C = 0.555 * (F - 32)$$

5. CURRENCY, TIPS and TAXES

The Dutch unit of currency is the Euro (symbol: €). Coins of 1, 2, 5, 10, 20, 50 cents and 1 and 2 Euro are used. Notes come in 5, 10, 20, 50, 100 and 200 and 500 Euros.

The US Dollar rate of exchange for the Euro at the end of 2004 was 1 \$US = 1.30 Euro.

Unless specified otherwise, service and tips are included in prices. At sit-down restaurants and for taxis, tips are optional.

In the Netherlands, sales taxes (indicated as BTW) are included in ticketed purchase prices. BTW rates vary with product type (5..15%).

Tax refunds: It is possible for non-Dutch residents to get refunds of the taxes on certain purchases, including durable goods (i.e. souvenirs, camera's, cars...). Please ask in the shops and look for the tax-refund office at the airport on your way home.

6. MEALS AND REFRESHMENTS

Lunch, Coffee, tea and other refreshments will be provided during the meeting. Smoking is not allowed within the premises except for within certain designated areas.

7. ELECTRONIC EQUIPMENT

For unclassified meetings at TNO no special permit is required if you will be carrying electronic equipment (e.g. lap-top computers or cell phones). Please note that you may not use photographic equipment or video camera's.

8. TRANSPORTATION

a) Arrival in The Netherlands by air and train:

Schiphol Airport in Amsterdam is the international airport in The Netherlands which has many direct flights to and from major capitals. Frequent train connection from Schiphol Railway Station to either the railway station "**The Hague Central Station (Den Haag CS)**" (fast trains to Den Haag - travel time about 30 minutes) or "**The Hague Hollands Spoor (Den Haag HS)**" (travel time about 35 minutes). I suggest you use Central Station. You may have to switch trains in '**Leiden**'. This should be announced in the train, but please check. The arrival and departure platforms in Leiden are adjacent.

The Schiphol railway station can be found by following the signs in the arrival hall. Tickets can be bought in the large hall (Schiphol Plaza). The entrance to the trains is located opposite and downstairs to the ticket counters. The price for a one-way ticket is about Euro 6,50 for a 2nd class trip.

After arrival at either station in the Hague you can find taxi's in front of the station buildings. Buses and Trams are available also for local transportation (see below for instructions).

You can also choose to take the Schipholtaxi for your transport from Schiphol to The Hague. The rate for a one way trip is approximately Euro 75,- (check first !). More information on Schiphol Airport, trains and taxis (and reservations) can be found at: <http://www.schiphol.nl>, <http://www.schipholtaxi.nl> and <http://www.ns.nl/reisplan2.asp>

If you would like to rent a car, you will find all the main rental companies at Schiphol Airport. Car rental company offices are grouped together in the Arrivals hall, Ground Floor (follow the signs). Schiphol Airport is located 45 kms/25 miles north of The Hague city centre. Follow the road signs '**A4 direction The Hague/Rotterdam**'.

From Amsterdam (airport) follow A4 (south) to The Hague/Rotterdam:

A4 splits up into A4 and A44, Take A44 to The Hague/Wassenaar.

Pass traffic crossing "Centrum Wassenaar" (the A44 becomes N44 here) and continue for another 5 km direction Wassenaar-Zuid / Den Haag.

Go to the right immediately before the overpass (if you inadvertently pass this exit, continue the road for 2 kilometers; at the large crossing (Alkemadelaan) turn right, direction Scheveningen; follow directions below for the route "From Utrecht").

Join traffic on the 'Landscheidingsweg' after 100 meters.

Follow route straight-on direction Scheveningen.

For your meeting location at TNO:

After 2 km exit to the right just before the traffic lights.

Follow road to the right, last gate at left side (first gate is NC3A). Note that in general there are sufficient visitor parking facilities on the TNO site.

For your hotel location in Scheveningen :

After 2 km follow the main road at the traffic lights. Follow the road to a big crossing with traffic lights and turn right at the traffic lights. This is the van Alkemade Laan, which you have to follow up into Scheveningen. After about 3 km this road ends at a T-crossing with traffic lights. Hotels are shown on separate map.

Please note that both The Hague and Amsterdam are known for their traffic jams during peak traffic hours (7:30 - 9:30, 17:30 - 19:30). During 'normal hours' the trip from Schiphol to TNO The Hague should take you about 30-40 mins.

b) Arrival/Travel by Road:

Use your route planner or for example the Michelin route planner on the web at: <http://www.michelin-travel.com> to plan your itinerary from the airport or any other place in Europe to The Hague.

From Utrecht (A12), Rotterdam (A13/A4) and Amsterdam (via A4):

Enter Den Haag via the A12/Utrechtsebaan

Follow direction Scheveningen - N. Strand, Kurhaus and Boulevard at end of open tunnel

Left after 300 m. at the next traffic lights (Van Alkemadeaan)

For your meeting location at TNO:

Right at the third traffic light (after 1000 m.) direction Wassenaar

Left after 40 m. and immediately right (Waalsdorperweg)

Keep left at next traffic light (to continue straight-on)

Follow road to the right, last gate at the left (first gate is NC3A). Note that in general there are sufficient visitor parking facilities on the TNO site.

For your hotel location in Scheveningen :

Follow the "van Alkemade" laan just into Scheveningen for about 4 km. This road ends at a T-crossing with traffic lights. Hotels are shown on separate map.

c) Local Public Transportation:

Below some information is listed for local public transportation. For the buses (and metro or trams), you need a 'Strippenkaart'. Please note that you should buy them in advance, for example at the railway station ticket office or bookshops (One 'strippenkaart', containing 15 'Strippen' (numbered from 1..15), costs Euro 8.50). Buying a ticket in the Bus/Tram is more expensive. Both from downtown The Hague and from Scheveningen to the Lab takes 2 'Strippen'. The number of 'Strippen' you need is the number of 'Zones' you travel in plus One. Zones are shown as blue lines on the maps found at Tram/Bus platforms. Invalidate the required number or 'Strippen' in machines at the tram-platforms or inside the Tram/Bus (use machine and/or ask driver). Count off the number of 'Strippen' you need (starting from 1), fold the 'strippenkaart' so that the right one is facing up and can be inserted into the machine. Note that you need to repeat this for every person travelling on your card.

Depending on the bus line you are using it will take another 5..15 min. walk from the nearest bus stop to TNO.

From the NS train station Den Haag Central Station (CS):

During rush hours: use HTM bus 29 till last stop "TNO".

Otherwise: take HTM-bus 18 direction Duinzigt. Exit bus at the pre-last stop 'Stalpertstraat'.

Cross the street, walk along the Shell-station and use the small footpath through the wood.

Within 50 meters, you will be on the Oude Waalsdorperweg. Cross the road and go to the right. Take the first road to the right roughly 50 meters after the traffic lights, and follow the signs to TNO (in total this is a 10 minutes' walk).

Otherwise, take HTM streetcar/tram 2 (direction Leidschendam)

Change at stop Laan van Nieuw Oost Indië (N.O.I.)

Take HTM bus 23 (direction Duindorp), exit at stop Waalsdorperweg 15 minutes walk (see route "By car")

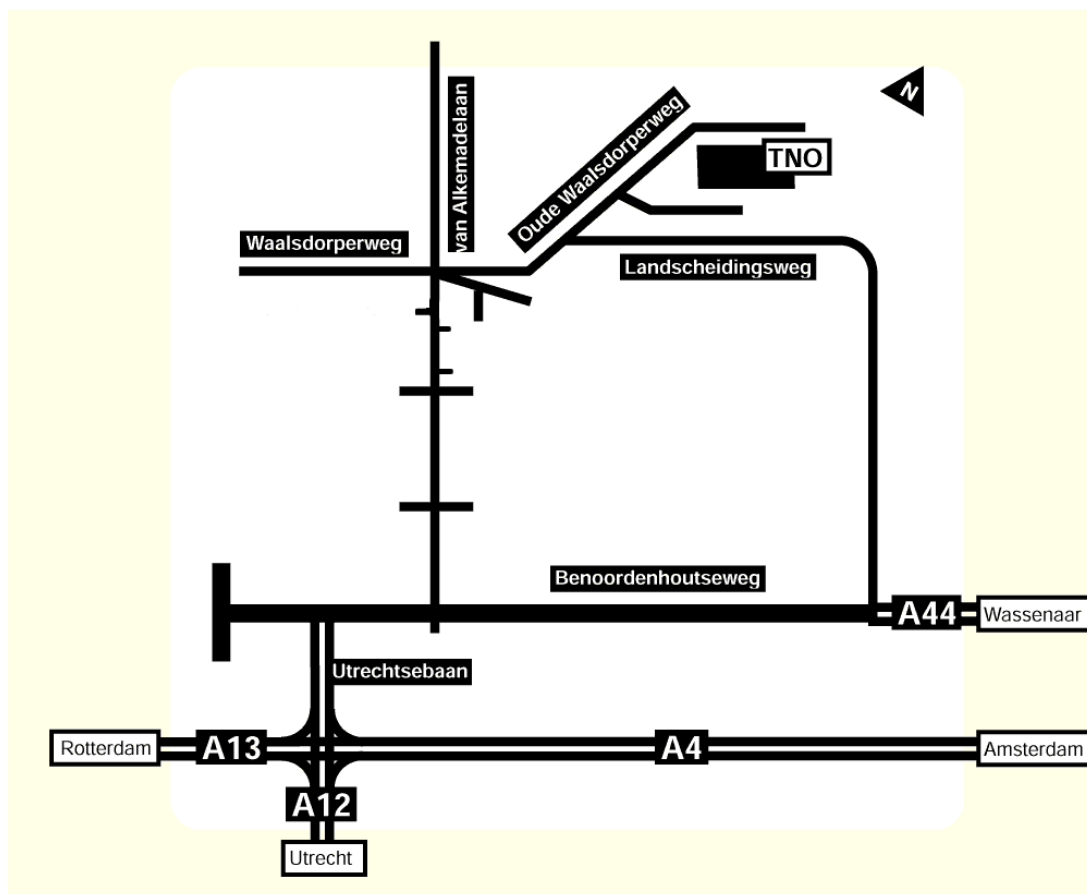
From the NS train station Den Haag Hollandse Spoor (HS):

During rush hours: use HTM bus 28 till last stop "TNO"

Otherwise: take HTM-bus 18 direction Duinzigt and use the bus-18 description above.

d) Transportation for the meetings

We do not plan to arrange a shuttle service between the hotel and TNO. Please use public transport, taxi or private vehicle. Note that in general there are sufficient visitor parking facilities on the TNO site.



Traffic rules in the Netherlands

For those travelling by car, here are some general rules: Distances are given in kilometers (1 mile is about 1.6 km, 1 yard is about 0.9 meters, 3 feet is about 1 meter). Speed limits are in km/h (highway 120 km/h, highway near cities 100 km/h, normal roads 80 km/h, within city-limits 50 km/h or 30 km/h). It is illegal to turn right on a red light and it is illegal to overtake another vehicle on its right side (except for when you're in a traffic jam).

Unless indicated otherwise, traffic crossing from the right has the right of way. This applies to motor vehicles and cyclists.

Pedestrians and pizza delivery guys usually ignore traffic lights (at their own risk). However, you do not score any extra credits for hitting them. Cyclists are the real Kings of our Roads and they behave accordingly !

Please observe parking regulations. In many cities (including The Hague and Scheveningen) all parking areas are metered and parking violations are expensive (especially when you get a wheel-clamp and even more so when your vehicle gets towed away). There is scientific evidence that traffic police have no sense of humour.

A fair warning to our US friends: please note that gas prices in The Netherlands are very high. All prices are indicated per liter. A US gallon is about 3.8 liters. Average gasoline price is 1.12 Euro per liter (about \$5.25 per gallon), and yes, most of it is taxes. We have more or less stopped getting angry and just consider it government endorsed highway robbery.

9. MISCELLANEOUS

Emergencies

The general emergency telephone number within The Netherlands (actually within most of Europe) is **112**. You can dial this number for free from any public or private telephone. Please note that in some cases you might need to get an external line first ('buitenlijn'). At the TNO facilities this is done by dialling a '0' first.

Electricity

The voltage in The Netherlands is EU standard of 230 volts, 50 Hz. In The Netherlands a plug is used with two round prongs. Please ensure that you have the proper adapters for your appliances (available at most airports).

Telephone

In The Netherlands the classic phone plug has four round prongs. Note that in many cases you can also use the new RJ11 plug. Please ensure that you have the proper adapters for your appliances (adapters are available at most airports and at phone shops)

Note that the European Cell phone system (GSM) operates at 900 and 1800 MHz and is not directly compatible with the US system (1900 MHz). You will need a 'Tri-band' phone or a native European GSM phone (available for rent at Schiphol Airport).

The international access code from regular phones is '00'. The country code for The Netherlands is '31'.

Shopping

Shops are normally opened from 900h to 1800h during weekdays. However, most shops are closed on Monday mornings and are opened until 2100h on Thursdays. On Saturday they may close at 1700h. Opening hours on Sundays vary: either closed or opened from 1200h to 1700h.

Note that not all shops accept credit cards (look for credit card company logo's on the door). Normally, shops will accept electronic payment by bankcard and PIN code. Hotels will usually accept credit cards without problems.

Banking and ATM

Banks are found in all major cities (e.g. ABN bank, Rabobank or SNS bank). Notice that banks have peculiar ideas about reasonable opening hours (9.00h to 16.00h on weekdays, closed on Saturday and Sunday).

ATM's are available at many locations throughout the city (usually near a bank and in shopping centres) and should accept (international) bankcards with PIN code and/or credit cards. Alternatively, you can use the ATM's provided by Dutch Post ('Postbank'). These ATM's are located near post offices. Finally, you can also use the bank/money-change facilities of the GWK ('Grenswisselkantoor'). They are located at the Airport and at the main train station in The Hague ('Den Haag Centraal'). Their opening hours are until 2200h (or later) and include weekends.

Restaurants

In Scheveningen and downtown The Hague you will find many restaurants. Please check at the hotel desk for information.

Metric conversions

Distance : $\text{km} = 1.61 * \text{miles}$; $\text{miles} = 0.621 * \text{km}$

10 km = 6 miles; 50 km = 30 miles; 100 km = 60 miles

Distance : $\text{meter} = 0.305 * \text{feet}$; $\text{feet} = 3.28 * \text{meters}$

1 meter = 3 feet; 10 meters = 30 feet; 1000 meter = 1 km = 3000 feet

Weight: $\text{kg} = 0.455 * \text{lb}$; $\text{lb} = 2.2 * \text{kg}$

1 kg = 2.2 lb; 10 kg = 22 lb

Weight: $\text{grams} = 28.4 * \text{oz}$; $\text{oz} = 0.035 * \text{g}$

1000 g = 1 kg = 35 oz

Volume : $\text{liter} = 3.79 * \text{gal}$; $\text{gal} = 0.264 * \text{liter}$

1 liter = 0.25 gal; 10 liters = 2.5 gal; 50 liters = 12.5 gal

Temperature: $F = (1.8 * C) + 32$; $C = 0.555 * (F - 32)$

0 C = 32 F; 10 C = 50 F; 20 C = 70 F; 35 C = 95 F

Useful websites:

<http://www.holland.com> (Holland tourist information)

<http://www.denhaag.com> (The Hague tourist information)

<http://www.schipholtaxi.nl>

<http://www.ns.nl/reisplan2.asp> (railroad planner)

<http://www.michelin-travel.com> (road planner)