**Meeting dates**
- Management Committee Meeting: 08-02-2016
- WG1 Risk-Ranking Meeting: 08-02-2016 to 12-02-2016

**Meeting venue**
Room V1.34 RIVM
National Institute for Public Health and the Environment (RIVM)
Antonie van Leeuwenhoeklaan 9,
3721 MA Bilthoven, Netherlands

**Programme**

**Day 1 (08.02.2016)**
8:30  Pick up from Hotel to RIVM by bus
09:00-09:30 Welcome by director RIVM and Joke & Lucy
Practical information by Joke
09:30-10:30 MC Meeting (Plenary: Action Plan, WG updates, STSM updates, etc.)
10:30-11:00 Coffee break
11:00-11:30 Multicriteria-based global ranking of Food-borne Parasites by Joke/Lucy
11:30-12:30 Introduction to the theme of the workshop by Joke
12:30-13:30 Lunch at site
13:30-14:30 Results of the questionnaire by Heather
Additional parasites by Joke + hand-out factsheets parasites by Heather
14:30-15:30 Criteria and Weighting by Martijn
15:30-16:00 Coffee break
16:00-17:30 Weighting criteria in 5-6 groups
17:30-18:00 Wrap up and walk to Restaurant De Griffel – Hessenweg, De Bilt
19:00 Dinner
21:00 Walk from Restaurant De Griffel to Hotel

**Day 2 (09.02.2016)**
8:30  Pick up from Hotel to RIVM by bus
9:00-9:30 Disease burden estimates in DALY’s of Food-borne Parasites – Paul Torgerson
9:30-12:30 Multicriteria-ranking of European Food-borne Parasites on European scale in 8 groups with an introduction by Joke, explanation of Excel by Martijn and group allocation by Heather
12:30-13:30 Lunch at site
13:30-16:00 Multicriteria-ranking of European Food-borne Parasites on European scale in 8 groups continued by Joke/Martijn
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in Europe”

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16:00-16:30 Coffee break
16:30-17:30 Multicriteria-ranking of European Food-borne Parasites on European scale in 8 groups continued by Joke/Martijn
17:30-18:00 Conclusion and Wrap-up
18:00 Bus to Hotel
Free night

Day 3 (10.02.2016)
8:30 Pick up from Hotel to RIVM by bus
9:30-10:00 First results from day 2 by Martijn
10:00-12:30 Multicriteria-ranking of European Food-borne Parasites on regional scale in 8 groups with the geographical distribution and group allocation by Heather
12:30-13:30 Lunch in restaurant RIVM
13:30-17:30 Multicriteria-ranking of European Food-borne Parasites on regional scale in 8 groups continued by Joke/Martijn
17:30-18:00 Wrap-up
18:00 Bus to hotel
Optional concert in Utrecht

Day 4 (11.02.2016)
8:30 Pick up from Hotel to RIVM by bus
9:00-9:30 Ranking of Foodborne parasites in Europe – Polya Rosin (ECDC)
9:30-12:30 Scoring to be continued
12:30-13:30 Lunch at restaurant RIVM
13:30-16:00 Scoring to be continued
16:00-16:30 Coffee break
16:30-18:00 Surveillance and ranked FBP in Europe next task with results of the questionnaire by Heather and parasites, priorities and future activities by Joke
18:00 Bus to hotel
Optional dinner together in Utrecht

Day 5 (12.02.2016)
8:30 Pick up from Hotel to RIVM by bus
09:00-12:00 Wrap up of results: European as well as regional by Joke/Martijn/Lucy
12:00-13:30 Lunch at site
COST Action FA1408
European Network for Foodborne Parasites in Europe (EURO-FBP)

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Deadlines
Booking hotel room via the link on the next page January 4th 2016
Accepting invitation on e-cost (see separate email): January 8th 2016
Responses to information sent out in advance of meeting: joke.van.der.giessen@rivm.nl : January 18th 2016
Participation in group meal (evening of day 1) (please inform if vegetarian, special dietary requirements etc. to joke.van.der.giessen@rivm.nl): January 8 2016

MC members who are unable to attend the meeting should decline via e-cost as soon as possible and contact their deputies.

Practical information
(please refer to the COST Vademecum for details on reimbursement claims: see pdf on this page http://www.cost.eu/participate )

Flights
International flights to Amsterdam Schiphol airport
International trains to Utrecht or Amsterdam may be an option for many participants

Note: Air fares claims are limited to EUR 1 200. Air fares exceeding this require formal approval from the COST Association before the ticket is purchased by the eligible participant.

Local transport
From Schiphol Amsterdam Airport to the Hotel Biltse Hoek, De Holle Bilt 1, De Bilt, 3732 HM, Nederland.
- Go to the train station in the main hall of Schiphol airport
- Buy a ticket to Utrecht Central station
- Take the fast train called intercity to Utrecht Central station (direction Nijmegen or Heerlen): time 32 min (3 stops) from Platform 1-2
- At Utrecht Centraal Station go upstairs to the main hall and follow directions Utrecht, CS Centrumzijde to the bus station (down stairs) time 4-5 min walk
- The following buses will all go to the direction of the hotel (You can buy bus tickets in the bus around €2,50):
- Take Bus 50 and 51 towards Wageningen Busstation Platform B9 or bus 53 platform B10 or bus 74 platform B11 every 20 min from 9.00am until 23.59 pm. Time 15 min (9 stops)
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- Or take bus 74 towards Zeist from platform B11 every 30 min from 9.00am to 23.59pm
- Leave the bus at the busstop: Tunneltje De Bilt and walk to the bike tunnel (at your left handside). Pass the tunnel to the other side of the main road (N237), this is the Kapelstraat and walk straight until the end of the street, turn right, pass the main road and walk straight on to the street named Holle Bilt. You will see the hotel Biltse Hoek at your right handside after around 900 m 11 min (from the busstop). The road may look remote (between fields).

Note: if you travel after 10 pm, you can also take a taxi from the railway station to the hotel. The taxi places are near the bus station in Utrecht central station.

If you are lost and need help, please give me a call. Joke mobile phone: +31646372841.

On Monday morning a bus will pick you up at the hotel reception at 8.30am. Please take your passport with you to RIVM!

See you all in Monday 8 February at RIVM

Note: Claims for taxi trips between 7 am and 10 pm are only eligible for reimbursement when there is a valid reason (no local transport available). Receipt with time and date is required.

**Accommodation**

Hotel De Bilt – Utrecht, De Holle Bilt 1
3732 HM De Bilt
+ 31 30220 5811

Reservations need to be made by participants for blocked rooms by email via:
reservations@biltschehoek.valk.com
Reservation number: BIL-GF43458

Estimated hotel cost: € 95,- (including breakfast)

Note: accommodation claims limit is set to EUR 95/per night for a maximum of 6 nights.

Reservations need to be made before 4th January 2016 - after that time via booking.com (but no guaranteed price)
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