



Kick-Off Meeting SMOOTH PORTS

Wednesday, 25.09.2019

Time	Arrival Day	Venue
19.00	Informal Get together (at own expense)	„Marinehof“ Admiralitätsstraße 77 20459 Hamburg

Thursday, 26.09.2019

Time	DAY 1	Speaker	Venue
12.00	Light Lunch		Hamburg Ministry of Economy, Transport and Innovation Alter Steinweg 4, 20159 Hamburg Room 826
13.00 - 13.20	Opening Kick-Off Meeting Welcome address by LP Key facts SMOOTH PORTS -	Lutz Peterscheck Wiebke Pohlmeier	
13.20 - 14.45	Experience Exchange and Discussion Presentation of Hamburg, Livorno, Nantes (20 min each) <ul style="list-style-type: none"> - Introduction - Status quo in the port (road traffic, CO2 emissions, procedures for the clearance of goods, ICT solutions for port activities and alternative fuels) - Expectations from SMOOTH PORTS - Next steps 	LP, PP	
14.45– 15:05	Coffee Break		
15.05- 16.15	Experience Exchange and Discussion Presentations of Monfalcone, Varna	PP	
16:15 – 17:00	Administrative issues <ul style="list-style-type: none"> - Reporting: Eligibility rules, Procedures - Public Procurement - Deadlines - Visibility rules - Next meeting - Communication Plan 	Constanze Benzel Johannes Betz	



Time	DAY 1	Speaker	Venue
19.00	Partner Meeting Dinner	All	"Schönes Leben" Alter Wandrahm 15 20457 Hamburg
22:00	End of meeting		

Friday, 27.09,2019

Time	DAY 2 – Local Study Visit: The Port of Hamburg	Speaker	Venue
09.00	Traffic Management in the Port of Hamburg	Dominik Scheel, Jens Elvers	„Kleiner Sitzungssaal“ Hamburg Port Authority Neuer Wandrahm 4 20459 Hamburg
09.30	Transfer by bus		
09.45	Plant Health Inspection Service of the Free and Hanseatic City of Hamburg	Dr. Jörg Buddemeyer	Rossweg 20 20457 Hamburg
10.15	Transfer by bus		
10.30	Veterinary and Import Agency of the Free and Hanseatic City of Hamburg	Dr. Bettina Gerulat	Veterinär-und Einfuhramt Reiherdamm 18 20457 Hamburg
11.00	Transfer by bus (10 Minuten, 7 km)		
11.15-11.45	Principal Customs Office Hamburg	Manfred Lindloff	Zollamt Hamburg Finkenwerderstraße 4 21129 Hamburg
11:45	Transfer by bus		
12.00 - 13.00	Container Terminal Altenwerder	Ms. Piotrowski	CTA Am Ballinkai 1 21129 Hamburg
13.00	Transfer by bus		
13.30-15.00	Trip through the Port of Hamburg by launch including light lunch On board: Steering Group Meeting (SG) - Composition of SG - Rules and Procedures - Next meeting	LP	Anleger "Walterhof"
15:00	End of meeting		Anleger "Elbphilharmonie"



Useful information

The first day of the kick-off meeting will take place in the Hamburg Ministry of Economy, Transport and Innovation, Alter Steinweg 4, 20459 Hamburg, Room 826. The ministry is easily reached either by "S-train" (S 1 to Stadthausbrücke) or by "U-train" (U 3 to Rödingsmarkt). It is also in walking distance of Hamburg's city centre, e.g. the city hall.

Accommodation

We can recommend the following options close to the meeting location:

Motel One Am Michel (<https://www.motel-one.com/en/>)

IBIS Hamburg Alster Centrum
(<https://www.accorhotels.com/en/hotel-1395-ibis-hamburg-alster-centrum/index.shtml>)

The Madison Hotel
(<https://madisonhotel.de>)

25hours Hotel Hafencity
(<http://www.25hours-hotels.com/en/hotels/hamburg>)

Tax

Please note that there is a 'Hamburg Culture and Tourism Tax' that is usually charged to the rooms. If you would like to avoid this and save some money, you are required to provide the filled and signed document called 'employer confirmation'. This is a document created for business travelers by the city of Hamburg and is available here

https://static1.hamburg-tourism.de/live_fileadmin/redaktion/Pressemitteilungen/Employer_s_Confirmation.pdf.

Transportation

You can reach Hamburg directly by plane. The Airport is connected with the city via the S-Bahn S1 (green S-Bahn line), which takes you directly to the station "Stadthausbrücke". The ride takes about 30 minutes. The trains go every 10 minutes. You will need a "Single Ticket (Einzelkarte)" at the costs of 3.30 €. Further information on the Airport train connection can be found here:

http://www.s-bahn-hamburg.de/s_hamburg/view/fahrplan/hamburg-airport.shtml