

# JOINING INSTRUCTIONS

## FEBA Annual Convention 2019

15-18 May 2019 | Rome, Italy

### 1. VENUE OF FEBA ANNUAL CONVENTION 2019

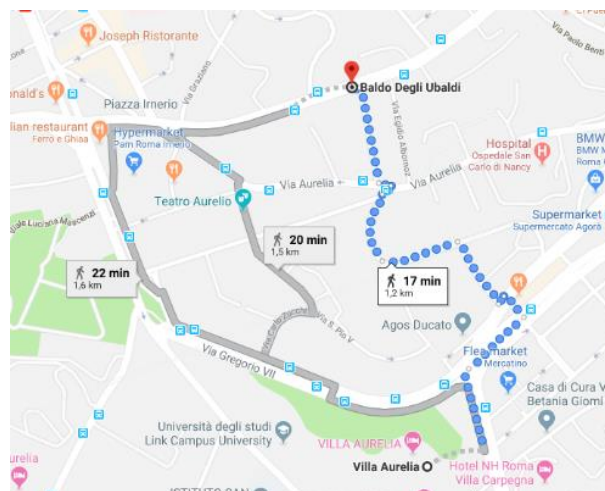
Villa Aurelia  
Via Leone XIII, 459, 00165, Rome, Italy

### 2. HOTELS

#### A. VILLA AURELIA

Via Leone XIII, 459, 00165, Rome, Italy  
Tel.: +39 06 6601 7458  
Email: [feba@villaaureliaroma.com](mailto:feba@villaaureliaroma.com)  
Website: [www.villaaureliaroma.com](http://www.villaaureliaroma.com)

Breakfast & internet connection are included  
**'Baldo degli Ubaldi'** Metro Station is 15-20-minute walk from the hotel.



#### Your FEBA contact person at the hotel

*Emanuela Zeggio*  
E-mail: [zeggio@bancoalimentare.it](mailto:zeggio@bancoalimentare.it)  
Tel.: +39 335 6142045



## B. CASA SAN JUAN DE AVILA

Via di Torre Rossa, 2, 00165, Rome RM, Italy

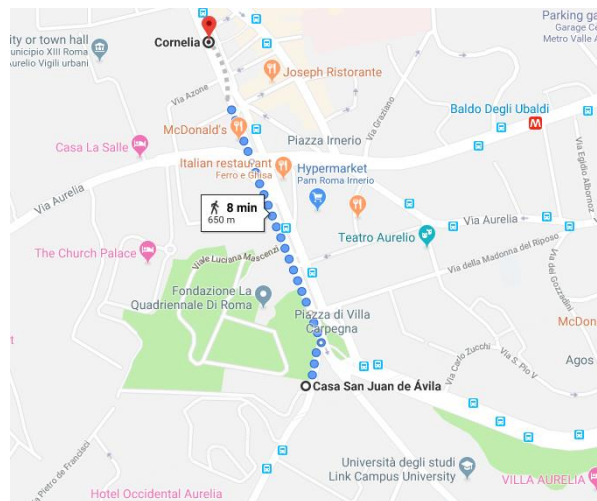
Tel. + 39 06 88801391

Email: [booking@casasanjuandeavila.org](mailto:booking@casasanjuandeavila.org)

Website: [www.casasanjuandeavila.org](http://www.casasanjuandeavila.org)

Breakfast and internet connection are included

'Cornelia' Metro Station is 5-10-minute walk from the Hotel



### Your FEBA contact person at the hotel

*Chiara Cuccaro*

E-mail: [cuccaro@bancoalimentare.it](mailto:cuccaro@bancoalimentare.it)

Tel.: +39 342 838 00 34

*Anna Oggioni*

E-mail: [a.oggioni@eurofoodbank.org](mailto:a.oggioni@eurofoodbank.org)

Tel.: +39 320 88 55 654

### FEBA Annual Convention 2019 will be held at Villa Aurelia

A shuttle service from/to Villa Aurelia will be provided for those who will be accommodated at Casa San Juan de Avila.

Casa San Juan de Avila is ten-minute walk from Villa Aurelia.

### SHUTTLE BUS SERVICE TIMETABLE FROM SAN JUAN TO VILLA AURELIA:

16/05:

- Morning, from San Juan to Villa Aurelia: h 8:00
- Evening, from Villa Aurelia to San Juan: h 18:30

17/05:

- Morning, from San Juan to Villa Aurelia: h 8:30

## 3. TRANSPORTATION

### A. TRANSPORTATION FROM AIRPORTS/STATION TO FAO



This event has received financial support from the European Union Programme for Employment and Social Innovation "EaSI" (2014-2020). For further information, please consult the EaSI website. The information contained in this website does not necessarily reflect the position or opinion of the European Commission.

**Date:** 15 May 2019

## **WORKING TOGETHER TO ACHIEVE SDG 12.3. Concrete actions preventing food waste**

International Meeting organized by European Food Banks Federation in collaboration with Fondazione Banco Alimentare Onlus with the technical support of the Food and Agriculture Organization of the United Nations (FAO) under the patronage of Alleanza Italiana per lo Sviluppo Sostenibile

**Venue:** FAO, Sheikh Zaheed Auditorium, Via delle Terme di Caracalla, 00153 Rome

**Welcome lunch:** 12.30 – 13.30

**Starting time:** 14:00

**Ending time:** 18:30

**Celebration 30<sup>th</sup> anniversary Fondazione Banco Alimentare Onlus:** from 19:00

FAO Headquarters can be reached by car, bus, tram and metro line B (Circo Massimo stop).

- ❖ **From Roma Termini:** get on the Metro “line B – blue line” direction Laurentina for 3 stops. Get off the metro at “Circo Massimo”, just in front of the FAO (see the [link](#)).
- ❖ **From Fiumicino:** take the *Leonardo Express* train at the station inside the airport, get off at Termini Station where you can get on the metro just for few stops (see the [link](#)).  
***Volunteers, with a FEBA t-shirt, will be present at the Fiumicino Train Station from 8:00 to 13:00 on the 15 May to welcome and help you.***
- ❖ **From Ciampino:** you can choose between different buses that bring you to Termini station where you can take the Metro (see the [link](#)).

**Access to FAO Headquarters** is restricted to persons in possession of a valid Building Pass.

- ❖ On the day of the meeting, participants are requested to use the **Main Entrance in Building A** – the **Visitor Centre**, where metal detectors for security control are in operation.
- ❖ **Building Passes** will be distributed in the Visitor Centre. A **valid identity document** will need to be presented to registration officials to collect the Building Pass.
- ❖ Strict security measures are observed at FAO Headquarters. Participants are requested to wear their Building Passes at all times.
- ❖ Lost Building Passes should be reported without delay to the FAO Security Office.

## **B. TRANSPORTATION FROM FAO TO HOTELS**

A shuttle bus service is provided for those who will be accommodated in the two hotels – Villa Aurelia and Casa San Juan de Avila – at the end of the celebration of 30<sup>th</sup> anniversary of Fondazione Banco Alimentare Onlus at FAO HQ.

## **C. TRANSPORTATION FROM AIRPORTS/STATION TO FAO**

For those who are not attending the International Meeting at the FAO.

### **ARRIVING AT FIUMICINO AIRPORT:**

LEONARDO EXPRESS is the easiest option to get from Fiumicino Airport into Termini Station; it takes 30 minutes and trains leave every 30 minutes. The train station at the airport is a 5-10-minute walk from where you exit the customs office.

You can find all the information at this [link](#).



#### **ARRIVING AT CIAMPINO AIRPORT:**

Ciampino Airport has no rail link direct into the airport itself, so any airport transfer has to be vehicle based. There are non-stop shuttle services to Termini Station or the option of the taxi. See [here](#) for more information.

#### **D. TAXI**

Taxis are easily available from Fiumicino, Ciampino and the train stations. The most typical way to get a taxi in Rome is to go to a taxi stand. There is usually an orange sign with the word "TAXI" on it, and there you should see white city taxis lined up. You just go to the one at the front of the line.

You can **call for a taxi** in Rome: If you are using a cell phone from another country, make sure to dial +39 first (country code for Italy.) The most common numbers are **060609** (Rome city) and **063570** (largest radio-taxi operator in Rome.)

If you take a white, metered city taxi to/from anyplace **INSIDE** the Aurelian Walls, from/to one of Rome's airports the rate is fixed:

- Between Rome and Ciampino the fixed rate is **30 €**
- Between Rome and Fiumicino the fixed rate is **48 €**

**N.B.** Villa Aurelia is at the border of the Aurelian Walls. Make sure that the taxi driver will apply the fixed rate established from the airports to anyplace inside the Aurelian Walls.

#### **E. PUBLIC TRANSPORTS**

Public transports and tickets are valid for all city public transport within the Rome urban area. Ticketing on Rome public transport is comparatively simple, there are no complicated travel zones or peak/off peak travel periods. For short term visitors to Rome you have a very straight forward choice of ticketing options: a single ticket is valid for 100 minutes, allowing you to switch bus lines if there is no direct service. On the metro you can switch Metro lines at Termini Station with one ticket.

See [here](#) for more information for getting around Rome.

## **4. HAPPY HOUR & VISIT AT THE VATICAN MUSEUMS**

**Date:** 17 May 2019

**Venue:** Musei Vaticani, Viale Vaticano, 00165 Roma RM, Italia

**Starting hour:** 19:00

**Shuttle Bus Service's Timetable:**

- Shuttle from Villa Aurelia: 18:15
- Shuttle from Vatican museums to hotels: 21:00

**N.B.** Accompanying persons should be at Villa Aurelia at 18:00.

On this evening a happy hour and a following visit will be held at the Vatican Museums and Sistine Chapel. In order to attend you will be required to go through airport level security screenings. To facilitate and speed up security checks by metal detector, we suggest you not to bring inadmissible items such as umbrellas, knives, scissors and video cameras and large bags. In any case, before entering the exhibition spaces, visitors are required to leave in the cloakroom all luggage, suitcase, rucksacks, packages and containers not considered suitable. It is permitted to take photographs for personal use only but remember that in the Sistine Chapel take photographs and use mobile phone is strictly forbidden.



## 5. WHAT TO BRING


- ✓ Laptops or tablets
- ✓ Charger for electrical equipment
- ✓ Electrical convertor for Italian voltage

## 6. RESTAURANTS

Hotels are located next to Vatican City and Villa Pamphili Park. If you would like to enjoy an outdoor dinner in the city centre, with the public transports it is easy to reach it. Otherwise, we suggest you have a look to these links for closer restaurants:

- [Yelp, Best restaurants](#)
- [Tripadvisor](#)

## 7. WEATHER

 Average temperatures in Rome for this time of the year are from a high of 23° C to a low of 13° C. To receive updates, we suggest you monitor this weather's forecast [website](#).