



35th annual GRSG conference & AGM

10–12 December 2024 | ESA–ESRIN | Frascati (Rome), Italy

Dear Participant,

Welcome to ESRIN! In order to make your stay as pleasant as possible we would like to provide you with some travel information regarding the Frascati area and logistics information for the event venue.

Arrival in ESRIN

We welcome you at ESRIN starting from 8:30 on 10 December 2024.

Please remember to bring with you a **valid ID/Passport** as it will be checked at the entrance each day. You will receive a red “Visitor” badge.

Registration

The registration will take place in Building 1, outside the Plenary room (Magellan) on **Tuesday 10 December** from **8:30** until the start of the event and during all coffee breaks.

At the Registration Desk, you will obtain the event badge.

Both this and the Visitors badge are mandatory to wear on site at any time during each day of the workshop, to facilitate recognition of event participant from the security staff.

You have the possibility to leave your jacket or luggage near the Magellan room but be aware that the wardrobe is **unsupervised**.

Conference Rooms (see next page Map 1)

The **Plenary session** will take place in **Building 1 - Magellan room**.

The **Exhibition area** will take place in the adjacent room **James Cook**.

Signs around ESRIN will help you find your way to the meeting area.

You are invited to bring your presentations in pdf or ppt format on a usb key to be uploaded to the room laptop.

The event agenda is available here: [LINK](#)

Coffee and Lunch

Coffee, tea and water will be available during breaks outside the Magellan room. Water will also be always provided through a water dispenser.

Lunch will be available in Canteen (*see on Map 1*) starting from **13:30**.

Social activities

Monday 9: Field trip to area of Castelli Romani and lake of Albano.

For the registered participants the meeting point will be at [Piazza Marconi \(Frascati\)](#) at 9am. You will find the bus transfer and will receive a lunch box. Return is foreseen around 3:30/4pm. An Icebreaker/Welcome Aperitivo has been organised at 18:30 in Frascati at [Fondi dal 1936](#)

Tuesday 10: Drinks reception in ESRIN Canteen at 17:15

Wednesday 11: You are invited to participate to the Social Dinner at [Villa Tuscolana](#). A bus transfer will bring do the following stops to give you time to go back to your hotel before dinner:

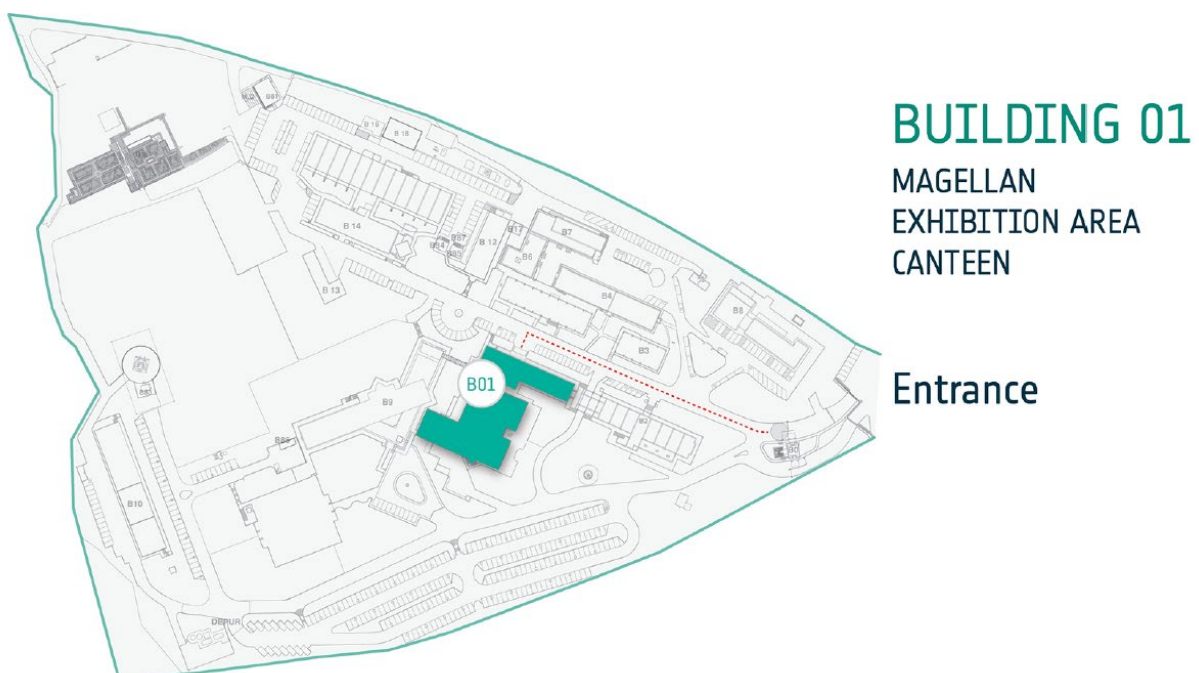
From ESRIN to Piazza Marconi	17:15
From Piazza Marconi to Villa Tuscolana	18:45
From Villa Tuscolana to Piazza Marconi	22:00

For exhibitors

- Shipment to ESRIN is possible **not earlier than 2 weeks before** the event at this address:
ESA - ESRIN
ESA Conference Bureau
ATTN. Riccardo Sonnino
Largo Galileo Galilei 1
00044 Frascati (Roma)
Italy
- Exhibitors will be able to access the venue on Monday 9 for setup if they inform events.organisation@esa.int beforehand
- You are invited to only bring materials that can fit on the desk plus a single panel/rollup to be placed behind your desk. You are kindly invited to bring you presentation via **USB stick** and give it to the staff at registration for upload.

ESRIN MAP

Map 1 (ESRIN)



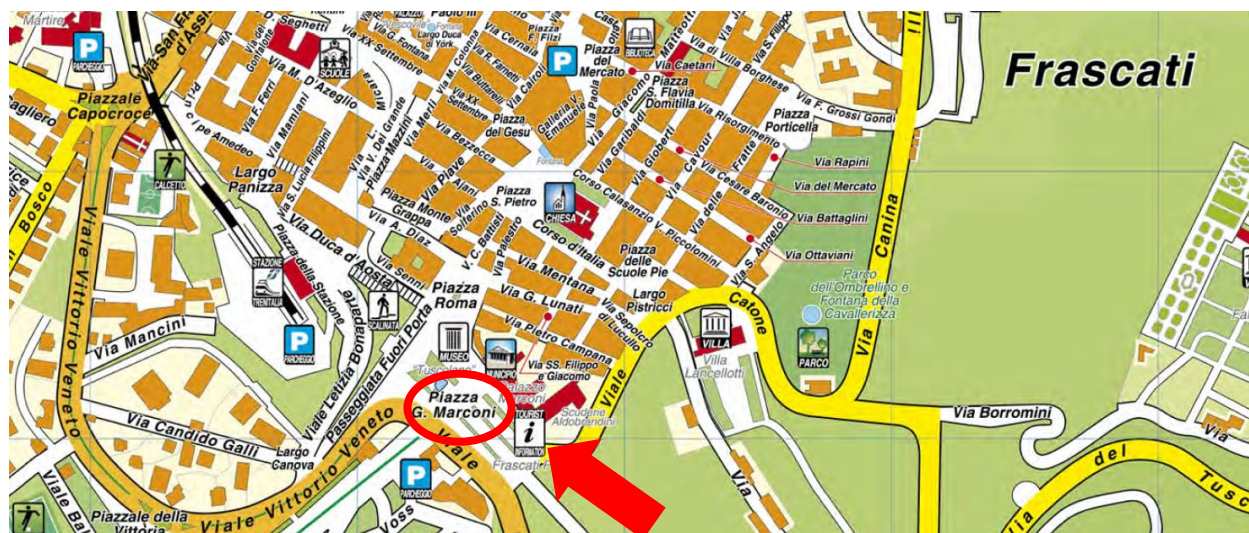
Courtesy Transportation Schedule

A Courtesy transportation service has been organised between Frascati and ESRIN with the following schedule and will be recognisable by an "GRSG meeting" sign.

Morning	10 December
From Piazza Marconi (Frascati) to ESRIN	8:30
Evening	
From ESRIN to Piazza Marconi (Frascati)	19:00
Morning	11 December
From Piazza Marconi (Frascati) to ESRIN	8:30
Evening	
From ESRIN to Piazza Marconi	17:15
From Piazza Marconi to Villa Tuscolana	18:45
From Villa Tuscolana to Piazza Marconi	22:00
Morning	12 December
From Piazza Marconi (Frascati) to ESRIN	8:30

In case you will need assistance, please call +39 06 94180918

Frascati Map (location bus pick up point)



Useful numbers

Emergency number Tel. 0039 06 941 80 220 (when not on site)
 Security Tel. 80 333 (from any tel. on site)
 Events Organisation Email: events.organisation@esa.int

Onsite services

Internet WIFI: Wireless Internet available in the Conference Room.
 Username and password will be provided in a separate email.

ATM Cash Machine: Available in Building 1 (Unicredit Bank)
ESA SPACE SHOP The ESA Space Shop is open all days in Building 1 between 12:30 and 14:30

Taxi

Should you require a taxi you are invited to book **2 hours in advance** by referring to the on-site registration-desk.

Alternatively, you may call the local taxi service **Frascati taxi service: +39 0687377**

Getting to Esrin

How to reach the meeting for participants staying in Rome:

The best choice is the regional train departing from **Termini station** arriving in **Tor Vergata station**, 50 meters from ESRIN (tickets at automatic machines cost Euro 1,50). *Please do not choose Frascati train station as it is not convenient to reach the ESRIN site.*

The train line is the one heading to "Frosinone", "Cassino", "Roccasecca" or "Colleferro" destinations, with a stop in **Tor Vergata** station (indicated on the platform display). Trip: 18 min

Train tickets can be purchased online at this link <https://www.trenitalia.com/en/purchase.html> or at the automatic machines present at each station.

Road directions from Rome Fiumicino Airport to the Frascati area are available on the ESA website: https://www.esa.int/About_Us/ESRIN/Getting_to_ESRIN

**We wish you a successful event and a pleasant stay in
Frascati.**