

# Accessible Europe: ICT for ALL

13-14 December 2023 | Madrid, Spain

Regional Forum jointly organized by the International Telecommunication Union (ITU) and the European Commission (EC), co-organized by AccessibleEU Resource Centre, hosted by Fundación ONCE, and supported by the Government of Spain

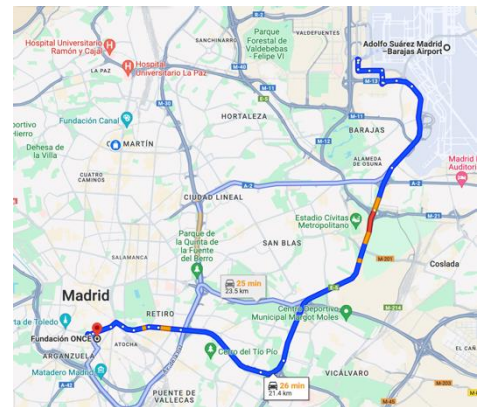
## PRACTICAL INFORMATION

### 1. Venue of Event

The Venue of the Regional Forum is Fundación ONCE headquarters in Madrid, Spain.

**Fundación ONCE,  
Sebastián Herrera, 15.  
28012 Madrid,  
Spain**

<https://maps.app.goo.gl/QoHvXyd7aiSuhjXi7>



### Access to Fundación ONCE

Participants arriving at the **Adolfo Suárez Madrid-Barajas Airport** can get to Fundación ONCE by taxi. Distance is around 22KM and it takes approximately 25 minutes by car at off-peak hours. Taxi service can either be booked at the Information Desk, located within the public area of the airport, or via App (such as Uber, Cabify and Bolt).

Participants arriving by train (C1 line) should get off at “**Delicias Train Station**” and walk about 13 minutes (900m) to reach the venue. Madrid's public transportation system operates from early in the morning until late at night, with buses and metro services typically running from 6:00 am until 1:30 am. Tickets can be used interchangeably across the different modes of transport within the Madrid public transportation network, including regular buses and the Metro.

For more information about Madrid's public transportation options, schedules, and fares, please visit the official website: <http://www.crtm.es/>

There are no parking facilities close to the venue. In addition, parking in the area is regulated. You cannot park on the street for more than two hours, therefore we recommend the use of public transport, taxi or similar.





short-stay (C) visa at least fifteen days prior to their intended date of arrival in Spain. In countries where Spain does not have diplomatic or consular representation, visa applications can be submitted to the consular authority of a State party to the Schengen Agreement acting on behalf of Spain in the country concerned.

For detailed information, please check visit <https://www.schengenvisainfo.com/spain/visa/>.

## 7. Currency

The national currency in Spain is the Euro (EUR), with 1 EUR = 100 cents. Credit cards are widely accepted in cities and tourist centres by numerous hotels, restaurants, shops and gas stations. If and which credit cards are accepted is indicated by the logos displayed on the exterior facade of the respective business (usually on the entrance door). Current Exchange rate is:

1 USD = 0.9198 EUR	1 EUR = 0.87395 USD	
1 GBP = 1.1442 EUR	1 EUR = 0.87395 GBP	(as of 17 November 2023)

At Madrid-Barajas Adolfo Suárez Airport, travelers have access to Automated Teller Machines (ATMs) from Banco Santander and BBVA for cash withdrawals. Additional banking services are provided by Banco Santander at the nearby Airport Business Center, operating during standard business hours. Currency exchange bureaus at Madrid-Barajas Airport are open 24 hours a day. Banks, ATMs, and currency exchange bureaus are conveniently located throughout Madrid.

Banking hours in Spain typically are – Monday to Friday from 8:30 am to 2:30 pm, with extended hours on Thursdays until 5:00 pm. Some banks may open on select Saturdays.

Cash Withdrawal and ATMs – Outside of banks, cash withdrawals can be made around the clock. Both national and international Maestro cards (cash cards) are accepted. Other automated teller cards include national and international MasterCards, American Express cards, Visa credit cards, and Diners cards, as well as the Cirrus and Visa-Plus cash cards. International ATM machines may charge a fee when you use your debit card, and the fee amount varies from bank to bank.

## 8. Communication

The event participants will be provided with Wi-Fi internet access at the event venue.

The telephone code for Spain is +34. For international calls from Spain, one should dial +, then code of the country, (then code of the city,) then phone number or follow the instructions provided by the service provider.

A post office outlet is located at Madrid-Barajas Adolfo Suárez Airport, offering regular postal services from Monday through Friday, from 08:30 to 14:30. Additionally, there is a post office conveniently situated 200m from the Fundación ONCE building, providing a full range of postal services to meet your needs.

## 9. Climate



Spain has a diverse climate, with distinct variations across the country. Overall, the climate can be classified as Mediterranean, with hot, dry summers and mild, rainy winters. However, weather patterns can be unpredictable and may vary significantly from year to year.

**Madrid:** In December, the weather in Madrid is typically cold with clear, crisp days and chilly nights. Average high temperatures during the day are around 10°C, while nighttime lows can drop to about 2°C. It is advisable to prepare for the possibility of rain and to dress in layers to accommodate the cooler temperatures, especially in the evenings.

## 10. Time

Spanish local time is 1 hour ahead of Greenwich Mean Time (GMT+1).

## 11. Electricity

The standard supply is 220 V, 50 Hz. A standard voltage converter and an adapter should be sufficient for conversion. Normally, the electricity outlet in Madrid requires a two-prong plug with round prongs. Computers require a European plug adapter and phone jack adapter that can be purchased at appliance stores.

## 12. Emergency services

The main emergency services number for life-threatening crises in Spain – and all of Europe – is 112. Calls to 112 are free from any phone, whether it is mobile or fixed-line. FONCE is equipped with a defibrillator.

Other important emergency contacts in Spain include the Local Police (Policía Municipal) at 092, Fire Service (Bomberos) at 080, and Sea Rescue (Salvamento y seguridad marítima) at 900 202 202.

## 13. Contacts

Accessible Europe Team, ITU Office For Europe

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## **ANNEX 1**

### **List and Rates of Recommended Hotels**

Please make hotel reservations directly with your preferred Hotel. Rates effective 20 November 2023.

<b>HOTEL</b>	<b>STARS</b>	<b>SINGLE ROOM</b>	<b>DOUBLE ROOM</b>
<p><b>Hotel ILUNION Pío XII (FULLY ACCESSIBLE)</b> Av. de Pío XII, 77, 28016 Madrid Tel: +34 913 87 62 00</p> <p>18 minutes by cab, 45 minutes by public transport Bus stop: Nunciatura</p> <p>All major credit cards accepted</p>	4 stars	EUR 230 incl. breakfast and free wifi	EUR 230 incl. breakfast and free wifi
<p><b>Hotel ONLY YOU Atocha</b> Paseo Infanta Isabel, 13, 28014 Madrid</p> <p>Tel: +34 914 09 78 76 5 minutes by cab, 12 minutes by public transport, 21 minutes by walk Subway stop: C1/Estación De Atocha</p> <p>All major credit cards accepted</p>	4 stars	EUR 235 incl. breakfast and free wifi	EUR 255 incl. breakfast and free wifi
<p><b>NH Madrid Atocha</b> Paseo Infanta Isabel, 13, 28014 Madrid</p> <p>Tel: +34 914 09 78 76 5 minutes by cab, 12 minutes by public transport, 21 minutes by walk Subway stop: C1/Estación De Atocha</p> <p>All major credit cards accepted</p>	4 stars	EUR 220 incl. breakfast and free wifi	EUR 250 incl. breakfast and free wifi
<p><b>Hotel Mediodía Madrid</b> Pl. del Emperador Carlos V, 8, 28012 Madrid Tel: +34 915 27 30 60</p> <p>5 minutes by cab, 10 minutes by public transport, 14 minutes by walk Bus stop: Atocha</p>	2 stars	EUR 165 incl. breakfast and free wifi	EUR 165 incl. breakfast and free wifi



### Petit Palace Posada del Peine

C. de Postas, 17,  
28012 Madrid  
Tel: +34915238151

4 stars

EUR 185  
incl. breakfast and free  
wifi

EUR 195  
incl. breakfast and free  
wifi

13 minutes by cab, 20 minutes by public  
transport, 21 minutes by walk  
Subway stop: Sol

### Pestana Plaza Mayor

C. Imperial, 8,  
28012 Madrid  
Tel: +34910052822

4 stars

EUR 192  
incl. breakfast and free  
wifi

EUR 219  
incl. breakfast and free  
wifi

13 minutes by cab, 18 minutes by public  
transport, 23 minutes by walk  
Bus stop: Benavente

### NH Collection Madrid Palacio de Tepa

C. de San Sebastián, 2,  
28012 Madrid  
Tel: +34913896490

5 stars

EUR 255  
incl. breakfast and free  
wifi

EUR 315  
incl. breakfast and free  
wifi

6 minutes by cab, 16 minutes by public  
transport, 17 minutes by walk  
Tram stop: M1, Magdalena

### Hotel Urban

Cra de S. Jerónimo, 34,  
28014 Madrid  
Tel: +34917877770

5 stars

EUR 230  
incl. breakfast and free  
wifi

EUR 230  
incl. breakfast and free  
wifi

11 minutes by cab, 18 minutes by public  
transport, 21 minutes by walk  
Bus stop: Neptuno

### Mercure Madrid Centro

C. de Lope de Vega, 49,  
28014 Madrid  
Tel: +34913600011

4 stars

EUR 145  
incl. breakfast and free  
wifi

EUR 170  
incl. breakfast and free  
wifi

12 minutes by cab, 14 minutes by public  
transport, 22 minutes by walk  
Bus stop: Museo Del Prado - Jardín Botánico





**Radisson RED Madrid**

C. de Atocha, 123,  
28012 Madrid  
Tel: +34912984800

3 stars

EUR 138  
incl. breakfast and free  
wifi

EUR 150  
incl. breakfast and free  
wifi

5 minutes by cab, 14 minutes by public  
transport, 17 minutes by walk

Please note that a credit card with expiry date may be needed for your room reservation as guarantee. Most rooms will be reserved from 15:00 on the day of arrival.

