



02nd SEPTEMBER 2010

CIOR PRESIDENCY

INVITATION TO THE CIOR IBM MEETING IN OSLO, NORWAY

21ST-23RD OCTOBER 2010

Note by the CIOR Presidency

1. The 2010 CIOR IBM meeting will be held in Oslo, Norway from 21st to 23rd Oct.2010.
2. Please find enclosed the provisional programme (Annex 1), preliminary administrative information (Annex 2), the Seminar Registration Form (Annex 3), accommodation information (Annex 4)
3. Participants are advised to arrive in Oslo on 21st Oct. before 1600 hrs. The CIOR IBM meeting is planned to end at approximately 1500 hrs on 23rd Oct.
4. Welcome to an interesting and hopefully fruitful CIOR IBM in Oslo.

(Signed) Capt. (N) Jon Erling Tenvik
President



**2010 CIOR IBM
OSLO, NORWAY 21st –23rd OCTOBER 2010**

PROGRAMME

Thursday 21st October

- | | |
|-----------|-----------------------------------------------------------------------------------------------|
| 0900-1800 | Participants arrive |
| 1800-1900 | Registration at the Oslo Military Society (including payment of registration fee if not done) |
| 1900-2230 | Icebreaker at Oslo Military Society |

Friday 22nd October

- | | |
|-----------|----------------------------------------------------------------------------|
| 0830-0900 | Registration at the Oslo Military Society for late arrivals |
| 0900-0930 | Welcoming and opening remarks by CIOR President Capt (N) Jon Erling Tenvik |
| 0930-1330 | Plenary Session |
| 1330-1430 | Lunch at Oslo Military Society |
| 1430-1700 | Working Session |
| 1900-2300 | Dinner at Oslo Military Society |

Saturday 23rd October

- | | |
|-----------|--------------------------------|
| 0900-1030 | Working session presentations |
| 1030-1345 | Concluding Plenary Session |
| 1345-1400 | Closing remarks |
| 1400-1500 | Lunch at Oslo Military Society |

This draft programme is intended to give participants a general overview of the Seminar timelines. A detailed and final programme will be distributed separately when completed.



**PRELIMINARY ADMINISTRATIVE INFORMATION CIOR IN BETWEEN MEETING
OSLO 21ST-23RD OCTOBER 20100**

Venue



The CIOR IBM will take place at the Oslo Military Society, situated in the area of Akershus Festning (fortress) in city centre of Oslo. Hotels are within 10 minutes walking distance.



Registration

Participants are requested to confirm their attendance at the Meeting, the Icebreaker event and the IBM Dinner. Participants are requested to complete the Registration form **no later than 1st October 2010**. Please use the registration form attached (Annex 3).

A registration desk will be set up at the Oslo Military Society on Thursday 21st October between 1800 and 1900 hrs. Upon registration, participants will receive a CIOR IBM Welcome Package containing seminar information, as well as cultural and tourist information. There will be an opportunity for late arrivals to register on Thursday morning between 0830 and 0900 hrs at the Oslo Military Society.

Hotel accommodation

Block accommodation reservations have been made at Clarion Collection Hotel Bastion and Thon Hotel Astoria, all located at the centre of Oslo. The block reservations will only be valid until 1 October 2010. **Delegates are responsible for booking their own hotel accommodation** (Annexes 4 and 5).

Transport

Seminar participants are required to make their own travel arrangements to and from Oslo. There are several direct flights to Norway and Oslo Airport Gardermoen on a daily basis. The airport train from Oslo Airport Gardermoen takes 20 minutes to the Oslo Central station located in the city centre. From there a taxi will take you to the hotel in 5 minutes or you walk 400 meters.

There will be no organised transport during the IBM.

Social events

- 21st October Icebreaker 19.00 – 2230 hrs.
- 22nd October Dinner 19:00 – 2300 hrs.

There will be no programme for spouses or family. They are however welcome to attend these two events.



CIOR IBM Dinner

A dinner for all participants and spouses is scheduled to take place in Oslo Military Society at 1900 hrs on 23rd October. (http://www.oslomilitaeresamfund.no/index_eng.php)

Conference Fee

All expenses related tot the Icebreaker on 21st October, the dinner on 22nd October and the lunches on 22nd and 23rd October are included in the conference fee. There will be a conference fee of € 200 per participant and € 100 for spouses. The Conference fee must be paid to the CIOR Presidency's account within 01.October 2010 on the bank account mentioned under or in cash (euro) at registration.

Bank information:

Owner of Account.:

CIOR Presidency

Address: c/o NROF, Box 908 Sentrum, NO- 0104 OSLO, Norway

Account number...: 310-1929391-78

Name of bank.....: ING Belgium, Brussels NATO

Bank address.....: Boulevard Leopold III, 1110 Brussels, Belgium

IBAN.....: BE69 3101 9203 0178

SWIFT Code.....: BBRUBEBB

Currency information

As of 1st. September 2010, 1 euro (EUR) equals 8.00 Norwegian kroner (NOK).

Visa Requirement

Participants are requested to make the necessary arrangements with the Norwegian Embassy in their respective capitals if they require a visa to enter Norway. To allow the timely delivery of visas, such requests should be made as early as possible. Further guidance can be obtained from the nearest Norwegian Embassy or from the web site: <http://www.udi.no>. The Presidency will provide invitation letters as needed,



Language

As for similar previous events, the October 2010 CIOR IBM in Oslo will be held in English. No translation will be provided.

Non-smoking policy

The conference area is a non-smoking area.

Security Requirements

Individual name tags will be distributed in the “Welcome Package” that participants will receive upon arrival. These should be worn to comply with identification, security and access procedures.

2010 CIOR In Between Meeting – Oslo Point of Contact (POC)

Participants are kindly asked to confirm their participation by completing and sending the registration form (Annex 3) to the POC listed below no later than **1st October 2010**.

For confirmation or for any administrative questions, please contact the Norwegian POC below.

Major (R) Tony Fossum
Assistant Secretary General
CIOR Secretary
Tel. + 47 22 47 82 53

E-mail: tony.fossum@nrof.no
Adr, CIOR Presidency, PB 908 Sentrum, NO-0104 Oslo, Norway

Address:
CIOR Presidency
Pb. 908 Sentrum
NO-0104 Oslo, NORWAY

For any other questions regarding the seminar, please contact:

Colonel (R) Knut Jahr
Secretary General
Tel: +47 22 47 82 43

Email: knut.jahr@nrof.no



REGISTRATION FORM
CIOR IBM IN OSLO, NORWAY
21ST – 23RD October 2010

To be completed and returned by email, no later than 1st October to:
Major (R) Tony Fossum, email: tony.fossum@nrnf.no

Family Name:			
First Name:			
Country:			
Rank/title:			
Passport No/Exp date:			
Organization			
TEL:			
E-mail address:			
Arrival:	Time (day/month/year)	Flight Number	
Departure:	Time (day/month/year)	Flight number	
Special dietary requirements			
	I will attend alone	I will attend and I will be accompanied	I will not attend
Icebreaker 21 st October			
IBM Lunch 22 nd October		██████████	
IBM Dinner 22 nd October			
IBM Lunch 23 rd October		██████████	

Registration fee € 200 or € 300 must be paid within 1th. October 2010 or at registration



HOTEL ACCOMMODATION

Block accommodation reservations have been made at Clarion Collection Hotel Bastion and Thon Hotel Astoria, all located at the heart of Oslo. Delegates are responsible for booking their own accommodation. Please find below information on the two hotels available during the seminar.

Please use the reference below, when booking your room.

1. Clarion Collection Hotel Bastion



Hotel Bastion, a hotel in Clarion Collection Hotels. A first class urban hideaway situated in 'Kvadraturen', Oslo's old town, within some minutes walk from the main street Karl Johans gate, the Airport Express Train and the ferries to Denmark.

Decorated by one of Norway's best known interior decorators.

Please find more information on their website:

www.hotelbastion.no

Price for a standard single room: NOK 980,-

Ref. 74543 (Valid until 1st Oct. 2010 at 12:00 ECT).

2. Thon Hotel Astoria



Thon Hotel Astoria is a modern city centre hotel in the centre of Oslo. Modern, airy rooms at reasonable prices. It is only a short walk from the hotel to Oslo's shopping streets, Karl Johan and other attractions in Oslo

Please find more information on their website:

<http://www.thonhotels.no/astoria>

Price standard single room: NOK 810,-

Ref. 4806950 (Valid until 1st Oct. 2010 at 12:00 ECT).

Exchange rate as of 20th August 2010: 1 EUR= 8.20 NOK

**INTERALLIED CONFEDERATION
OF RESERVE OFFICERS**



**CONFÉDÉRATION INTERALLIÉE
DES OFFICIERS DE RÉSERVE**