



Circular nr. E081/P&MS
July 7, 2006

To all UNI-Europa affiliates with P&MS members

Next meeting of UNI Europa P&MS Committee on 25-26 September 2006 in Luxembourg

Dear Colleagues,

I have pleasure to invite you to the next meeting of the UNI-Europa P&MS Committee, which will take place in Luxembourg on 25-26 September 2006. The meeting will consider policies and services for managers as members of unions, possibilities for mainstreaming P&MS issues in trade unions, and lifelong learning initiatives for P&MS.

Preparation

Please note that your active contribution is required as regards the agenda items on policies for managers, P&MS mainstreaming and lifelong learning initiatives.

Venue and timetable:

The meeting will start on 25 September 2006 at 9:30 and will end on 26 September 2006 at 16:00.

The venue for the meeting is:

**Building of the European Commission
Bâtiment Jean Monnet
Plateau de Kirchberg
Conference Room M2
Luxembourg**

Agenda and working documents

The final agenda and working documents will be sent to you nearer the event. Attached is a draft of the agenda.

Interpretation

Simultaneous interpretation will be provided active: en / fr / de / es, passive: pt / sv.

Accommodation

Hotel rooms have been reserved for the two nights of 24-26 September 2006 at the

Parc Belle-Vue Hotel
5, avenue Marie Thérèse
2132 Luxembourg
Ph. +352 456141 1
Fax. +352 456141 220
reservation@hpb.lu

Price of a single room: EUR 104.00 (including taxes and breakfast).

Price of a double room: EUR 119.00 (including taxes and breakfast)



Registration

Please complete the enclosed registration and hotel reservation form. This should be sent back to UNI Nyon to barbara.uliel@union-network.org (Fax: + 41 22 365 21 21) **at the latest by 10 August 2006.**

Expenses

No expenses will be reimbursed by UNI Europa. Travel and accommodation costs will have to be borne by your organisation.

Insurance coverage

Please also note that UNI-Europa cannot take out insurance for participants. It is up to the union or the individual participant to conclude his/her own insurance. Participation in the meeting is at your own risk.

For further information, please contact Barbara Uliel (Tel: + 41 22 365 21 80 - Fax: + 41 22 365 21 21 or by e-mail barbara.uliel@union-network.org).

Yours sincerely,

Gerhard Rohde

Annexes: Draft Agenda
Participation Form & Hotel Reservation