

## Logistical information 2024 GEOTRACES SSC and DMC hybrid meeting

The **2024 Scientific Steering Committee (SSC) hybrid meeting** will be held on **September 18-20, 2024**, at **Royal Netherlands Institute for Sea Research (NIOZ)** in **Texel, the Netherlands**, hosted by **Rob Middag**. The meeting will start at 8 am on September 18 and end by 3 pm on September 20.

As usual, a **Data Management Committee (DMC) hybrid meeting** will be held the two days immediately before the SSC meeting, that is, 16-17 September 2024 (only DMC and GEOTRACES Executive Committee members are solicited to participate in the DMC meeting). The meeting will start around 8 am on September 16.

For those not being able to attend in person, it will be possible to participate on-line by ZOOM.

This document includes information on:

1. SSC and DMC MEETING REPOSITORY
2. VENUE
3. ACCOMMODATION
4. TRAVEL and REIMBURSEMENT OF YOUR TRAVEL EXPENSES
5. VISA AND ENTRY REQUIREMENTS
6. DEADLINES AND INFORMATION NEEDED FROM YOU

### 1. SSC and DMC MEETING REPOSITORY

You will find all documents related to the GEOTRACES DMC and SSC meeting on the following dropbox folder: <https://bit.ly/3cHwBK5>

### 2. VENUE

The meeting will be held at the **Royal Netherlands Institute for Sea Research, NIOZ** on Texel Island (about 100 km North of the Schiphol Amsterdam Airport). NIOZ is located directly next to the ferry terminal.

**Royal Netherlands Institute for Sea Research, NIOZ**  
Landsdiep 4  
1797 SZ 't Horntje (Texel)  
THE NETHERLANDS



### 3. ACCOMMODATION

Hotel rooms will be booked and pre-paid\* for all of you at **The Hotel Lindeboom** according to the arrival and departure dates at/from the hotel provided to the GEOTRACES IPO.

#### Hotel Lindeboom

Groeneplaats 14

1791 CC Den Burg-Texel

The Netherlands

+31 222 312 041

[info@lindeboomtexel.nl](mailto:info@lindeboomtexel.nl)

<https://www.lindeboomtexel.nl/en/>



**\*SCOR can cover the cost of the hotel rooms in single occupancy during the meeting starting on the day prior the meeting. In case you need a double room, please provide the GEOTRACES IPO with the arrival-departure dates of the accompanying person/s. The cost of an extra night at the hotel ranges between 95€ and 140€ depending on the room type (we will confirm you the final price when booking).**

### 4. TRAVEL and REIMBURSEMENT OF YOUR TRAVEL EXPENSES

Travel expenses of **ALL current** SSC and DMC members will be reimbursed by SCOR. **Please start making travel arrangements soon and no later than May 15<sup>th</sup>, 2024.**

**\*\*\*IMPORTANT NOTE FOR US RESEARCHERS\*\*\*:** *This year your travel expenses will be reimbursed by SCOR (and not by the US GEOTRACES Office) so you should please follow the reimbursement instructions indicated below too.*

To help use funds from a previous grant that will be lost if not used by August 2024, **SCOR kindly asks you to submit the following expense claim form** ([secretariat@scor-int.org](mailto:secretariat@scor-int.org)) **as soon as you have booked your travel or, in any case, before 31<sup>st</sup> July:**  
[https://www.dropbox.com/scl/fi/85mvlwetro4n82i8cfbj/SSC\\_SCOR-TRAVEL-EXPENSE-CLAIM-FORM-2024.docx?rlkey=7f5rbij9n071f7ndwd1xc6fii&dl=0](https://www.dropbox.com/scl/fi/85mvlwetro4n82i8cfbj/SSC_SCOR-TRAVEL-EXPENSE-CLAIM-FORM-2024.docx?rlkey=7f5rbij9n071f7ndwd1xc6fii&dl=0)

Note that you can also claim for the visa costs incurred using this form. After the meeting you can submit a second claim form for any other travel expenses incurred during the meetings.

SCOR can only reimburse **economy class** air tickets. At the time of booking your flight, we kindly invite you, when possible, to consider whether staying one extra day or arrive early would allow you to find a significantly cheaper flight. If so, SCOR would gladly pay for the extra night of lodging.

**Travelers transiting from or through the United States** must use a US or EU airline (including carriers from Iceland, Norway, and Switzerland) **but not the UK airlines** (according to the Fly America Act: <https://www.gsa.gov/policy-regulations/policy/travel-management-policy-overview/fly-america-act> ).

PLEASE *before buying your flights*, contact the GEOTRACES IPO ([elena.masferrer-dodas@univ-tlse3.fr](mailto:elena.masferrer-dodas@univ-tlse3.fr)) for approval of your air travel plans.

### **Travelling to Texel**

The island of Texel lies about 100 km North of Amsterdam and can be reached conveniently by air via **Schiphol Amsterdam airport**, by public transport (about 3 hours from Amsterdam) or by car. The ferry from the mainland only takes ~20 minutes (see below).

#### ***Airport pick-up***

Below are indications on how to arrive from the airport to the Hotel with public transport so that you can plan your flights on time to take the ferry service. However, we will try to *organise airport pick-up once we have all the flight details*. More details will be available in due time.

#### ***To Texel by public transport***

You can plan your trip very conveniently on the following website: <https://www.ns.nl/en>

Your NIOZ address is: "Landsdiep 4, 1797 SZ, Den Hoorn"

Your hotel address is: "Hotel Lindeboom Den Burg, Groeneplaats 14, Den Burg"

**From Amsterdam Central Station, or Utrecht Central Station:** Take the train to the city of 'Den Helder'.

**By train from Schiphol Amsterdam airport (about 3 hours):** Take any train that stops at the 'Zaandam' or 'Amsterdam-Sloterdijk' rail-way station. Then take a train to "Den Helder".

**Transferring in Zaandam is most convenient**, as usually the inbound train from Schiphol and the outbound train to Den Helder are on the same track. At Sloterdijk, the trains coming from Schiphol airport stop in a different part of the station (might need to leave the station to get to the right track), making the transfer here tricky.

The price of a train ticket is: 18,70 euros. You can buy the ticket here in advance: <https://www.ns.nl/en> (recommended) or on the airport via the NS ticket machines (not recommended). You can also use a contactless credit or debit card (Maestro, V PAY, Mastercard or Visa), or pay app (Google pay or Apple pay) to 'tap in' and 'tap out' (see: <https://www.ns.nl/en/customer-service/payment/ovpay.html> ). There will be a code in the description on your bank statement that you can later use to download an overview for reimbursement (<https://zelfregelen.ovpay.nl/reisoverzicht>).

Be aware that on Schiphol airport you can enter the train without 'tapping in' as there are no gates but special poles. **Do not enter the train without a ticket or 'tapping in'**, the fines are steep.

**>> Note that the last ferry departure to Texel is 9h30pm, thus, last train to board the ferry will be around 7h23pm (Count about 2h after passing customs to arrive to the ferry station in normal conditions).**

Once you have arrived in Den Helder (=final destination of the train), **take bus 33 to the TESO ferry terminal**. This bus departs every 12 minutes past the hour from the bus terminal directly next to Den Helder railway station on the righthand side of the station.

You can buy a ticket (€ 3.25) in Den Helder (Hotel Wienerhof directly next to bus terminal; cash or card) or in the bus (card/pay app only, no cash) (see: <https://www.texelhopper.nl/en/our-routes/from-den-helder-to-texel> ). If you travel light, you could also walk to the ferry terminal in about 20 minutes.

The TESO ferry leaves on an hourly service from 6am to 9pm - at every 30 minutes past the hour (XX:30 hr) on the way to Texel and the dotted hour in the way back to Den Helder -, with additional sailings every half an hour from 9:30am to 4pm on both ways on peak days (check <https://www.teso.nl/en/time-tables/> , but note there is no coinciding bus transport to and from these additional sailings). The trip from Den Helder to Texel takes only 20 minutes. Detailed information about the ferries and the ferry scheme is given on the TESO website: <https://www.teso.nl/en/>

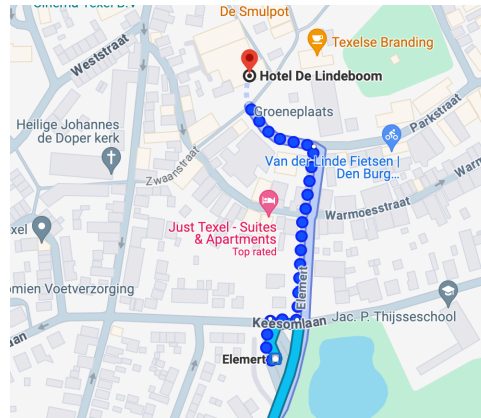
The ticket cost is: € 2.50 (you can buy it at the ferry terminal; card or pay app only (no cash), or in advance on the website <https://www.teso.nl/en/tickets/> (click 'Voetganger')).

**NIOZ is located directly next to the ferry terminal**; it takes only a 5-minute walk to reach the main entrance (see below).

**Hotel Lindeboom is 15 minutes by bus from the ferry terminal**. To take the bus, make sure you exit the ferry on the righthand side (otherwise you will miss the bus). **Take bus 28** (direction De Koog via Den Burg) and stop at Elemert/Centrum.

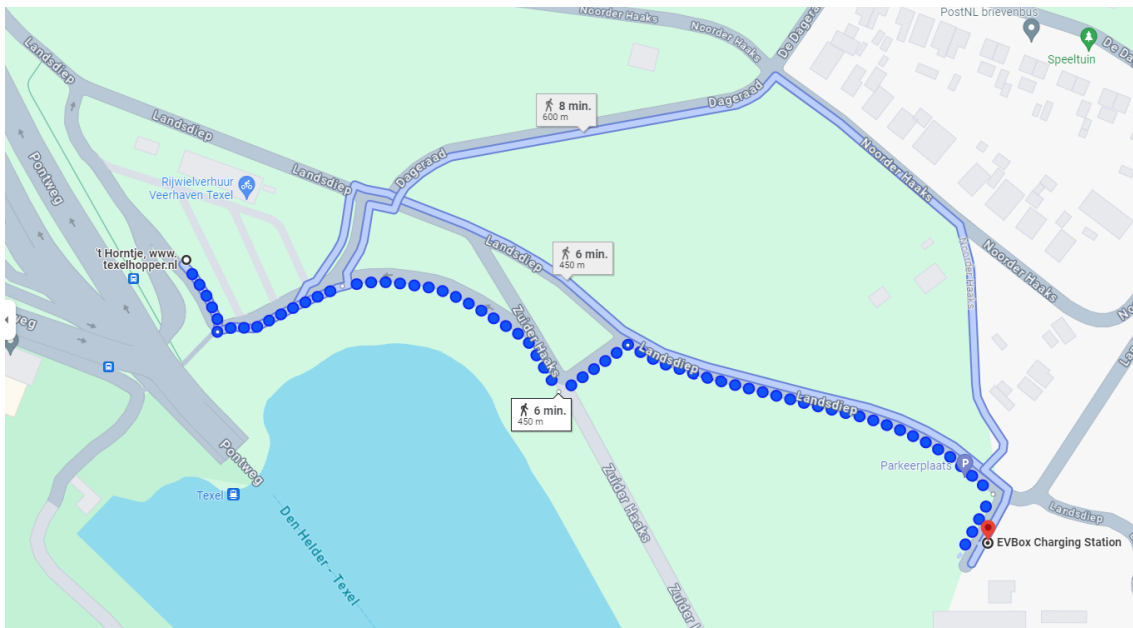
Like all other Dutch public transport, you can 'tap in/ tap out' with your card or pay app, **but cash is not accepted in the bus**. The ticket cost is: € 3.05. You can also buy a ticket beforehand here; <https://www.texelhopper.nl/en/tickets/individual-tickets> (texelhopper single ride or week ticket if you plan to use the bus often (see also below on travelling on Texel during the meeting)).

The hotel is a 4-minute walk from the bus stop. Detailed information about the bus service is available at the following website: <https://www.texelhopper.nl/en/>



## Travelling on Texel

To get from the Hotel to NIOZ, you can take bus 28 to the ferry terminal from the stop at Elemerter Centrum (see above). Between 5am and 9 pm, it leaves every hour at 33 past the hour (XX:33 hr). From the ferry terminal it is a short walk to NIOZ:



To get back to the hotel you take the same bus back. It should leave at 54 past the hour (XX:54 hr), but in practice the bus often leaves after all passengers departing the ferry have boarded the bus, so make sure you are a couple minutes early.

As explained above, you can pay in the bus using a credit or debit card or a pay app on your phone, but no cash is accepted. Alternatively, you can buy tickets in advance here <https://www.texelhopper.nl/en/tickets/individual-tickets>.

Alternative to the bus is to rent a bike (<https://www.texel.net/en/see-and-do/outdoor-activities-and-sports/cycling/renting-bikes/>). You could rent one at the ferry terminal on Texel

(note you have to return the bike there as well) or in Den Burg (location across the square from the hotel; Van der Linde Fietsen, Parkstraat 14, 1791 CA Den Burg). The costs depend on the type of bike, but are about € 10 per day for a regular bike or € 25 per day for an electric bike. It is about a 20-minute bike ride from Den Burg to NIOZ.

## 5. ENTRY REQUIREMENTS

Information on the entry requirements is available on the following page:

<https://www.netherlandsworldwide.nl/travel-netherlands>

On this page you can check whether you **need a visa** depending on your country:

<https://www.netherlandsworldwide.nl/visa-the-netherlands/visa-required>

Those SSC members needing a visa invitation letter should please provide to the GEOTRACES IPO ([elena.masferrer-dodas@univ-tlse3.fr](mailto:elena.masferrer-dodas@univ-tlse3.fr)) the information listed in the document available here: [https://www.dropbox.com/s/t94v0voa2kzrq4n/Info\\_visa.docx?dl=0](https://www.dropbox.com/s/t94v0voa2kzrq4n/Info_visa.docx?dl=0)

Please note that the VISA expenses are eligible for reimbursement by SCOR.

For further information about the visa requirements:

<https://www.netherlandsworldwide.nl/visa-the-netherlands>

## 6. DEADLINE AND INFORMATION NEEDED

To organise your stay please send to the GEOTRACES IPO ([elena.masferrer-dodas@univ-tlse3.fr](mailto:elena.masferrer-dodas@univ-tlse3.fr)) the following information before **May 15th, 2024** (as this is the deadline set by the hotel for start charging the rooms):

1. **Arrival and departure days and times at/from the Hotel** – if you are arriving by plane, please send the flight details (flight number, arrival/departure days and times) or forward the ticket so that we can explore group airport pickup.  
Please, **as soon as you have booked your travel and in any case before July 31<sup>st</sup>**, send the reimbursement form to SCOR ([secretariat@scor-int.org](mailto:secretariat@scor-int.org)) filled in with your travel (and visa) expenses.
2. **In case you need a double room**, please provide the arrival-departure dates of the accompanying person/s. GEOTRACES can only cover the cost of an individual room.
3. **Please indicate any dietary or other requirements for you** (and your accompanying person/s).