



**TRAVEL, ACCOMMODATION AND GENERAL INFORMATION**

for the

**MODELLING AND SIMULATION GROUP**

**MSG-164**

**“Modelling and Simulation as a Service (MSaaS) – Phase 2”**

**MEETING**

to be held at

**NATO Modelling and Simulation Centre of Excellence (M&S COE)**

**27 to 31 January 2020**



**CSO, BP 25, F-92201 Neuilly-sur-Seine Cedex, France**

**Tel: +33 (0)1 55 61 22 00 – Fax: +33 (0)1 55 61 22 99**

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**MSG-164 Meeting**

**“Modelling and Simulation as a Service (MSaaS)”**

**27 – 31 January 2020 — Rome (ITALY)**

## INTRODUCTION

The MSG-164 meeting will be held in **Rome**, Italy from 27 – 31 January 2020, organized by the NATO Modelling and Simulation Group (NMSG) and the NATO Modelling and Simulation Centre of Excellence (local organizer). This package contains information to help you with the planning of your participation at this meeting.



### Registration for the meeting.

You are kindly requested to fill the Personnel Administration Form (PAF) attached to this document (Annex A) and send it to the Local Coordinator **No Later Than 10<sup>th</sup> January 2020**. The information will be used to grant you access to the military barracks and for administrative and logistic reasons.

**Request for visit:** for the purpose of security screening, attendees must submit a **“Request For Visit” (RFV) NLT 29<sup>th</sup> November 2019** in order to obtain access to the DE CICCO Barracks facilities. RFVs must be submitted through diplomatic channel (his/her own Embassy/Consulate) to the Italian MoD Security Office -ITA Joint Staff 2nd Division ([ris.sicorg.adsez@smd.difesa.it](mailto:ris.sicorg.adsez@smd.difesa.it)). Please do not indicate any NATO – Unclassified header/footer.

There are no fees for the meeting. The local coordinators are:

LTC Marco Biagini  
Concept Development & Experimentation Branch  
NATO Modelling & Simulation Centre of Excellence  
Caserma “A. De Cicco”  
Piazza Renato Villorosi, 1  
00143 Roma (RM), Italy  
Tel. + 39 06 4691 4389

E-mail: [mscoe.cde01@smd.difesa.it](mailto:mscoe.cde01@smd.difesa.it)

LTC Davide Marco Trimani  
NATO Modelling & Simulation Centre of Excellence  
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Tel. + 39 06 4691 4389  
E-mail: [mscoe.cde08@smd.difesa.it](mailto:mscoe.cde08@smd.difesa.it)

## Language

All talks and discussions will be in English.

## Dress code

Business attire for civilian personnel, duty/working uniform for military personnel.

## Coffee breaks and lunches

Coffee and snacks are available at the local cafeteria for a very reasonable price. Lunch will be available for 5.00 € at the “De Cicco” barracks.

## Accommodation

We kindly remember that Participants are fully responsible for making their own reservation:

We suggest, because of the proximity of the designated pick-up point, the following hotels:

Hotel dei Congressi ( [www.hoteldeicongressiroma.com](http://www.hoteldeicongressiroma.com) )

Hotel Tre Fontane ( [www.hoteltrfontane.it](http://www.hoteltrfontane.it) )

Hotel Villa Eur ( [www.villaeur.it](http://www.villaeur.it) )

Hotel American Palace ([www.americanpalace.it](http://www.americanpalace.it)) – renewed structure

You are free to book any other Hotel at your best convenience, but please note that it is up to you to reach the designated pick-up point at “Piazzale Dohuet”.

## Transportation and Pick-up point :

a. **MS COE offers a free transportation service.** The daily schedule is:

08.10 – Pick up at (Piazzale Douhet- corner with Hotel American Palace.

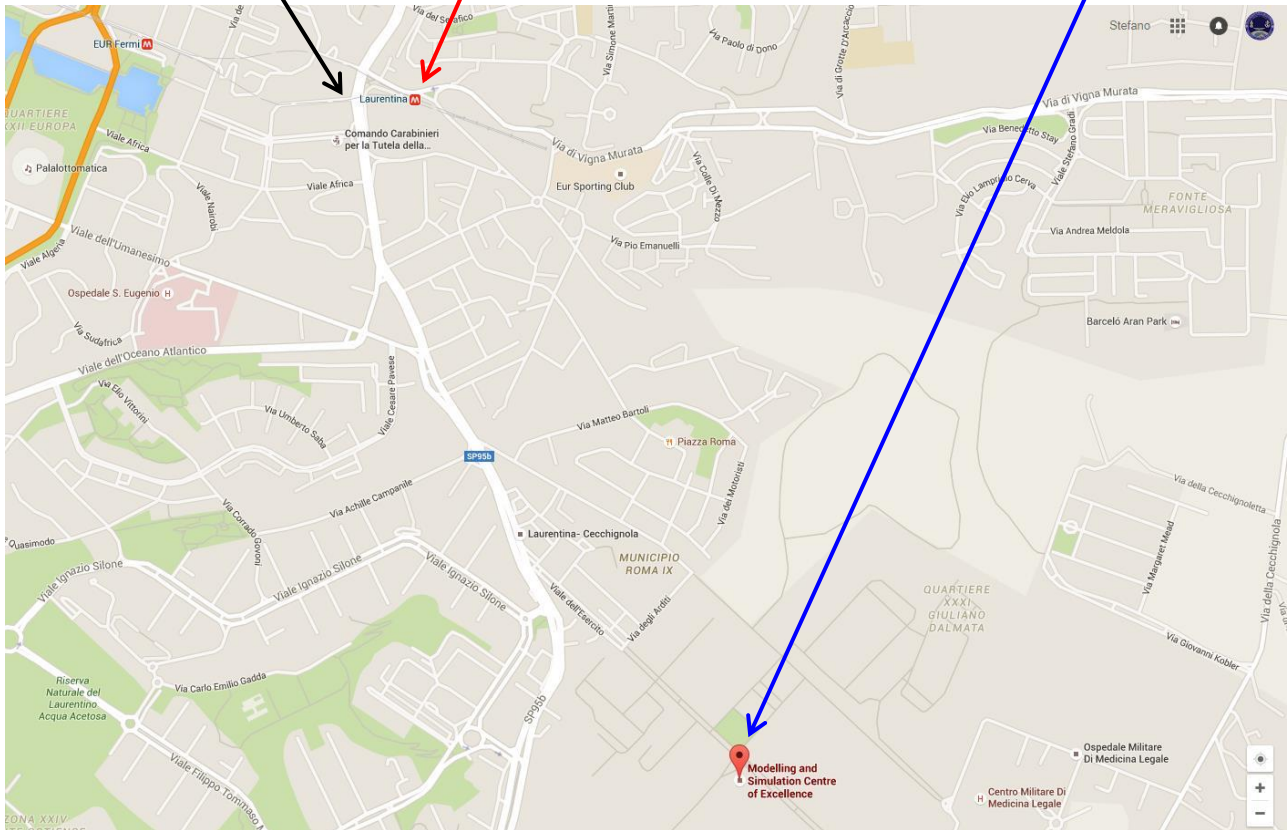
Return (reverse order) in time specify at para 9.

**PIAZZALE DOUHET  
(Pick up Point)**



**NATO M&S COE**

**LAURENTINA METRO STATION**



## **b. Own vehicles**

Please take into due account that Città Militare Cecchignola, where the NATO M&S COE stand, is a military compound and access is handled by military personnel and regulations. Civilian vehicles can enter upon authorization of the Base Military Authorities. Pedestrian (civilian or foreign military) have to leave their Passport/ID Card and to declare the reason of visit i.e. meeting/courses/workshop/temporary duty at “Caserma A. De Cicco”. A daily pass will be released. If you are coming from “Grande Raccordo Anulare” (GRA) by car, whichever side of the Ring (East or West) you are coming from, take the Exit 25, “ROMA EUR/CITTA’ MILITARE CECCHIGNOLA”, towards downtown, and follow the road for about 1,5 km, then turn right into Via dell’Esercito, following the road sign “Città Militare Cecchignola”. After 400 m, you will be in front of the Città Militare Cecchignola main gate. Proceed for further 500 then turn right onto Piazza Villorresi, 1.

## **Rules of conduct inside “De Cicco Barracks”:**

please be aware that the processing of personal data, acquired at the entrance of the building, is performed in accordance with Italian Republic Legislative Decree 196 / 2003. The entire area is under control through a video surveillance system.

### **IN CASE OF DANGER:**

*Upon the occurrence of an abnormal situation (eg. Fire, leakage of dangerous substances, Indispositions of people, etc.) The good behavior rules are the following:*

- you can take direct action to shut down or limit the fire outbreak only if you are fully aware of the fire extinguishers characteristics and mode of use;
- water hoses shall not be used since their use is reserved to the fire brigade and / or trained and authorized personnel;
- disabled/ people with mobility impairments should be helped/supported;
- should the corridors and stairs be invaded by the smoke, you must stay in the room with tightly closed doors and signal your own presence by all means. Upon the activation of the sound alarm (evacuation order), each one must obey to the safety area coordinator (with phosphorescent bib) instructions, abandoning the premises without delay in an orderly manner and in silence, using the emergency routes indicated by to the safety area coordinator and following the emergency signs;
- **DO NOT LINGER** to recover personal items or for other reasons;
- regroup in a designated collection point as indicated by area safety coordinators and remain available to check for any missing person;
- do not enter any building without the consent of the area safety coordinators in charge for emergency situations;
- promptly follow all instructions given by the area safety coordinator in charge for the emergency.

The internal emergency numbers are as follows: 2.4141 or 2.4290.

## **GENERAL PURPOSE INFORMATION**

### **Travelling To Rome**

#### **How to get here by plane**

Rome is home to two airports, Leonardo da Vinci Airport in Fiumicino (FCO) and Pastine International Airport in Ciampino (CIA). Both are a short drive from the city centre and there are multiple options for public transportation to the city centre. There are ATMs, an exchange office and a tourist information desk.

Leonardo da Vinci Airport in Fiumicino (FCO) is connected to Termini Station by the F.S. Leonardo Express direct train (from 6 a.m. to 11 p.m.), which leaves every 30 minutes with a journey time of 30 minutes for €14. From this air terminal, the F.S. Express Train is the most convenient transport for central Rome. The city centre can also be reached by taxi for the fixed fare of €48 per journey.

The Pastine International Airport in Ciampino (CIA) is connected to the Termini Station and to the Anagnina Metro stop (Metro Line A – orange) by bus. From there reach Termini Train Station via Metro Line A. The city centre can also be reached by taxi for the fixed fare of €30 per journey.

Taxis licensed by Rome City Council are white and have a sign bearing the word “TAXI” on their roofs. The symbol of Rome City Council is clearly visible on the front doors and the license is inside the back left.

### **How to get here by train**

All trains stop at Termini station or at Tiburtina station (some trains also stop at Ostiense station, which is close to Metro Line B stop Piramide). For more information, visit [www.trenitalia.com](http://www.trenitalia.com).

### **From Termini or Tiburtina train station to M&S COE**

From the Train Station take Metro Line B to reach Laurentina Metro Station (final stop). From Laurentina Metro Station reach bus stop (Laurentina Africa) and take the Bus line nr.”763” direction “Castello Della Cecchignola”. Alight from the bus at stop Cecchignola Viale degli Arditi. Proceed to Città Militare Cecchignola Main Gate (on the left side) and pass the check point, then go straight for a further 500mt. and turn right to Piazza R. Villorosi 1, where the M&S COE is located.

### **Getting there by own car**

From whichever side of the Grande Raccordo Anulare (G.R.A.), the road ring around Roma, you are coming from, take the Exit 25, “ROMA EUR/CITTA’ MILITARE CECCHIGNOLA”, towards downtown, and follow the road for about 1,5 km. Turn right into Via dell’Esercito, following the road sign “Città Militare Cecchignola”. After 400 m, you will be in front of the Città Militare Cecchignola main gate. Proceed for further 500 then turn right onto Piazza Villorosi, 1

Please take into due account that Città Militare Cecchignola, where the NATO M&S COE stand, is a military compound and access is handled by military personnel and regulations. Civilian vehicles can enter upon authorization of the Base Military Authorities. Pedestrian (civilian or foreign military) have to leave their Passport/ID Card and to declare the reason

of visit i.e. meeting/courses/workshop/temporary duty at “Caserma A. De Cicco”. Will be released a temporary pass.

### **Parking in Cecchignola compound**

Inside the “Città Militare Cecchignola” not all the parking lot are allowed to visitors. Please, use only the parking lot in Piazza degli Artiglieri and the alternative one , as illustrated in the picture at page n. 7.

### **USEFUL WEB SITES**

- Leonardo da Vinci Airport in Fiumicino (FCO): <http://www.adr.it/fiumicino>
- Pastine International Airport in Ciampino (CIA): <http://www.adr.it/ciampino>
- Railway in Italy (Ferrovie dello Stato): <http://www.trenitalia.com/>
- Public transport in Rome: <http://www.atac.roma.it/>
- Tourism in Rome: <http://www.turismoroma.it/>

### **Public Transportation**

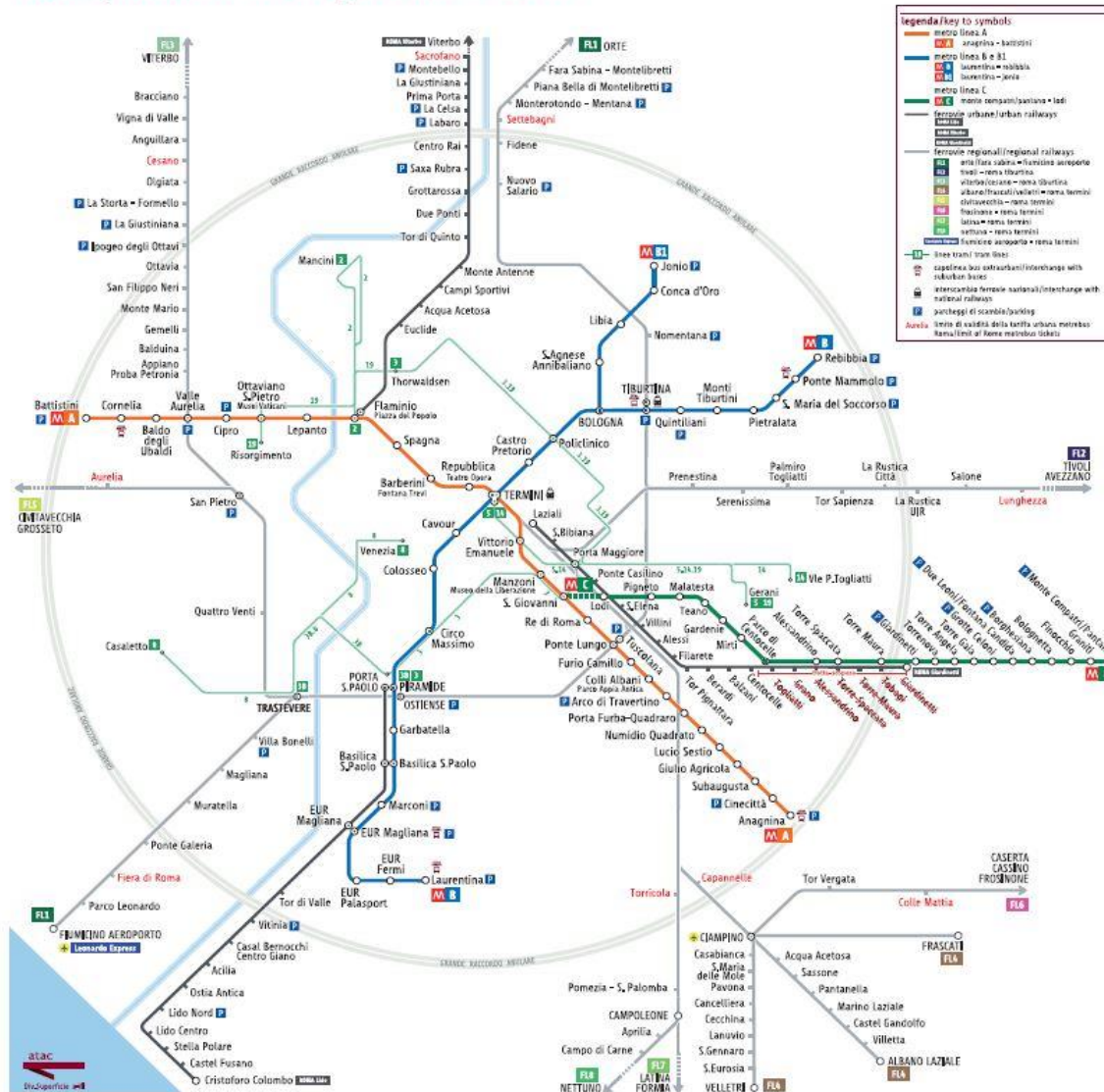
Rome has a good underground railway system that will take you close by to most tourist destinations. The Roman Metro has three lines - A, B and C. The combination of A and B lines is X-shaped; the two lines cross at the city's central railway station, which is called ROMA TERMINI. **Rome Bus, Tram & Metro Tickets** must be purchased in advance from Tabacchi shops, newsstands, bars, or vending machines at metro stations and major bus stops. Ticket options are the following:

- **B.I.T. € 1.50.** Standard ticket, valid for 100 minutes from first validation on all buses and just for a single journey on metro/train urban route, even using different lines, but without passing through the turnstiles.
- **BIPIù:** buy and validate 100 minute BIT tickets and the Monthly Personal travel pass directly from a smartphone through an app (iOS and Android)  
<http://www.atac.roma.it/page.asp?p=231&i=14>.
- **ROMA 24H .HOUR TICKET € 7.00:** Valid for 24 hours from first validation for unlimited journeys within the city of Rome.

- **ROMA 48H HOUR TICKET €12.50:** Valid for 48 hours from first validation for unlimited journeys within the city of Rome.
- **ROMA 72H HOUR TICKET €18.00:** Valid for 72 hours from first validation for unlimited journeys within the city of Rome.
- **CIS - INTEGRATED WEEKLY TICKET €24.00:** Valid until midnight of the seventh day of use including the day of validation, for unlimited journeys within the city of Rome.
- **BIT REGENERATION LIMITED EDITION €14,00** the 10 BIT pack.
- **SPECIAL PACK ROME JUBILEE 2015-2016 € 6,00** the 4 BIT pack.
- **ROMA MONTHLY PERSONAL PASS €35.00:** Valid for unlimited journeys within the city of Rome during the charged calendar month.
- **ROMA PASS €36.00:** includes the use of public transport within the territory of Rome and allows access to all state and municipal monuments, museums and archaeological sites included in the offer. Free admission to the first two sites/museums chosen and reduced admission to all other visited sites/museums. Valid for three consecutive days from first validation. <http://www.romapass.it/>.
- **ROMA PASS 24/48 HOURS:** 24/48h ticket combines public transport with open top bus tickets «City Sightseeing Roma», offering the possibility to discover Rome in different ways. It is valid for 24/48 hours from first validation for unlimited journeys within the city of Rome, plus a 24/48 hour ticket for the open top bus «City Sightseeing Roma». The price is €30,00 for 24h and €40,00 for 48h; children under 10 years travel for free. [http://ecommerce.sightseeing-experience.it/catalogo\\_noleggio/tour/booking.aspx?lang=eng&id\\_offerta\\_catalogo=90](http://ecommerce.sightseeing-experience.it/catalogo_noleggio/tour/booking.aspx?lang=eng&id_offerta_catalogo=90)
- Additional information is available at the following links:
  - <http://www.atac.roma.it/index.asp?lingua=ENG>
  - <http://www.agenziamobilita.roma.it/en/metropolitane-a-b-e-b1-gli-orari-di-servizio.html>



## metro, ferrovie metropolitane e tram



### Taxi

Taxis are available from the airport (around 48,00 €). Should you need a TAXI during your stay in Rome, try to book it at the hotel reception. Should you need to call it directly within Rome, dial +39.06.3570, +39.06.4994, +39.06.6645, or +39.06. 8822. Again, booking through the Hotel reception is normally safer and faster. In Rome taxis are white.

### Car Rental

Several rental car companies can be found at the airport.

Find below the links to the pages of the major car rental companies in Rome:

<https://www.hertz.it/rentacar/reservation/>

<http://www.avisautonoleggio.it/default.aspx>

<http://www.maggiore.it/index.php?lingua=gb>

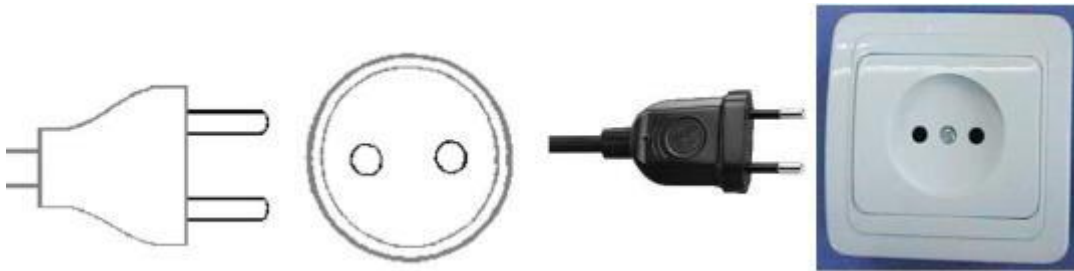
<https://www.nationalcar.com/>

<http://www.sixt.it/it/auto/>

## Miscellaneous

### Electricity (220 V/50 Hz)

PLUG C : this is the most commonly used. Both plug and socket are shown below. CEE 7/16.



Plug F, known as CEE 7/4, below. This kind of socket is not the most popular in Italy, but is normally available almost everywhere.



PLUGs L and F are the most used in Rome Hotels.



## Telephone

The European Cell phone system (GSM Dual Band) operates at 900 and 1800 MHz. The international access code from regular phones is '00'. The country code for Italy is '+39'.

### **Emergency Numbers**

The emergency telephone numbers for Italy, which you can dial from anywhere in the country:

- **112** - emergency telephone number
- **116** - A.C.I. (Italian Automobile Club) road assistance.

On anything else you may need for your stay in Rome, you can contact the official help line of the Minister of Tourism 039.039.039. From Monday to Sunday, from 09h00-22h00, in seven languages, seven days a week.

### **Post Office**

The Post Offices are usually open between 09h00-14h30 from Monday to Friday and between 09h30–13h00 on Saturdays. Stamps can be bought at tobacconists that either carry the blue and white "Tabacchi" sign or are simply marked "T".

### **Pharmacies**

Rome pharmacies have alternating opening hours during weekends and nights. At most pharmacies, you will find a list of addresses for 24-hour pharmacies. Pharmacists can likely recommend the appropriate medicine or alternative if you describe your symptoms and many pharmacists in tourist areas can speak English.

<http://www.paginegialle.it/farmacie-turno/Roma> to find out which pharmacy is open.

# NATO MSG-164 meeting, NATO M&S CoE, 27-31 January 2020

## Personnel Administration Form (PAF) <sup>(1)</sup>

<b>Personal Information</b>		
First Name	<input type="text"/>	Surname <input type="text"/>
Nationality	<input type="text"/>	Gender <input type="checkbox"/> NATO Rank/Grade <input type="text"/> National Rank/Grade <input type="text"/>
Home Unit/Organization	<input type="text"/>	
Job title	<input type="text"/>	Service <input type="text"/>
Sponsoring Organization <input type="text"/> <small>(only for Industry/Contractors participants)</small>		
Duty phone	<input type="text"/>	Mobile phone <input type="text"/> FAX <input type="text"/>
e-mail address (Unclassified)	<input type="text"/>	
Home/Unit/Organization postal address	<input type="text"/>	
Additional information/comments	<input type="text"/>	

<b>Travel &amp; Accommodation details</b>		
Date of arrival	<input type="text"/>	Date of departure <input type="text"/>
Accommodation	<input type="text"/>	

<b>Lunches</b>									
Monday	<input type="checkbox"/>	Tuesday	<input type="checkbox"/>	Wednesday	<input type="checkbox"/>	Thursday	<input type="checkbox"/>	Friday	<input type="checkbox"/>

### Point Of Contact (POC)

LTC. Marco BIAGINI  
M&S COE CD&E BRANCH Chief  
Duty Telephone: +39.06.4691.4362  
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e-mail: mscoe.cde08@smd.difesa.it

Notes:

(1) One Form for each participant.