

**Know Before You Go – Important Information for**  
**Vaccine Technologies VIII Conference**

June 8, 2022

To: Participants in the VACCINE TECHNOLOGIES VIII Conference  
From: Barbara K. Hickernell, ECI Executive Director

On behalf of Engineering Conferences International and the conference chairs, **Francesc Godia, Linda Hwee-Lin Lua, Charles Lutsch, and Tarit Mukhopadhyay**, we are looking forward to your participation in this conference. **Barry Buckland** will represent the ECI Board and Conferences Committee and both **Tressa D'Ottavio** and I (**Barbara Hickernell**) will be the ECI on-site staff. This note conveys several items that need to be brought to your attention.

**HOTEL INFORMATION:**

Melia Sitges (Carrer de Joan Salvat Papasseit, 38, 08870 Sitges, Spain  
Phone: +43-938 1108 11 - Website: <https://www.melia.com/sitges>

Please pay special attention to the highlighted information below regarding our approach to precautions for your safety during the Covid-19 pandemic.

**We urge you to test yourselves in the 24 hours prior to arrival either with an antigen test or a PCR test. A home test is acceptable.**

**For those arriving from outside Spain, we suggest that you visit both your airline's website and that of the Spanish government for the latest Covid-19 testing requirements for those entering Spain. This is important as the regulations are changing frequently and are different in each EU country. What I write today may not be in effect tomorrow.**

**If your return destination (typically the US) requires you to have a negative Covid test prior to boarding the plane, we strongly suggest that you purchase an e-med test kit so that you can have a certified test done at your convenience in the timeline required. We have been advised by the hotel that the Covid-19 testing in Sitges is done in any of the testing sites in town and that the testing team will not travel to the hotel. Otherwise, testing is available at the Barcelona Airport. Please check their website in order to make a test reservation.**

*Our community thrives by engaging with each other face-to-face but we wish to be safe in doing so. Thus, safety is our first priority. We cannot make guarantees but we can assure you that ECI will follow the health and safety guidance of health authorities, consult best practices in the meetings community, and try to provide as "normal" a conference as possible during these circumstances.*

*Prior to registering, all conference participants and their guests submitted proof of full vaccination and agreed to properly wear masks (except when giving a presentation or actively eating or drinking) and social distance. Please continue to wear your mask. Your conference material will include a KN95 mask and the ECI staff has access to additional ones should you need them.*

*Our room sets will be structured to allow for the physical separation of participants. Please employ social distancing in informal settings. The cleaning and sanitation at the Melia Sitges is robust.*

**We strongly suggest that you bring some home test kits with you and test yourself prior to joining the conference. Should you feel unwell at any time during the conference, please call Barbara Hickernell (cell phone: +1-914-484-7349 or Tressa D'Ottavio (cell phone: +1-516-965-4015) or email either of them ([barbara@engconfintl.org](mailto:barbara@engconfintl.org) / [tressa@engconfintl.org](mailto:tressa@engconfintl.org))). If you test positive, please let us know immediately and**

*stay in your room. We will notify the hotel. If you test positive once you arrive home, please contact us so that we may inform fellow participants.*

*The reverse side of your name badge (distributed at the conference) is where we suggest that you place emergency contact information.*

*As we respect your privacy, we will dispose of your vaccination information/official identification and mobile phone number after the meeting. If you would like to have this information available in case of emergency, please use the form on the reverse side of your name badge.*

#### **TRANSPORTATION FROM BARCELONA AIRPORT**

If you have previously requested transportation on Saturday or Sunday (June 11 or 12), you will receive an email with detailed instructions as to where to meet the transportation coordinator and the time of your departure. There will be buses returning to the airport on Friday. More information will be available at the ECI office during the conference.

**WEATHER:** The long-term forecast calls for mostly sunny days. Highs are predicted to be around 26°C - 31°C and lows around 20°C. Bring a sweater or jacket for the conference room if the temperature is too cool for you.

**SUNDAY SCHEDULE:** Registration will be open from 3:00 pm to 5:30 pm. After the 5:30 opening remarks, the first keynote will begin at 6:00 pm. Following the keynote there will be a reception and dinner in the hotel Garden.

**STREAMING:** The period between 1:30 pm and 4:00 pm each day will be live streamed. Please return from lunch promptly as the afternoon session will start promptly.

**SPEAKERS:** We expect that all presentations will use PowerPoint and we will have a computer projector as well as a laptop with Microsoft PowerPoint. Please bring your presentation on a memory stick for loading onto the ECI computer. If you plan to use a Mac computer, please bring the necessary adapters. Our audio-visual graduate student is **Elianet Lorenzo** and she will assist speakers in loading their presentations on the conference laptop.

The AV company requests that all presentations be loaded the day prior to the session or no later than three hours before the session in which you are speaking begins.

Be sure that you provide your session chair with a *brief* biography for introductions.

It is essential to the conference schedule that you keep to your given time (allowing at least 5 minutes for questions/discussion). Keeping in the tradition of these conferences, please be available during the conference for discussion and questions. Meals and social hours are perfect for discussion and questions.

**POSTERS:** As noted on the website, the posters should be no larger than 1 m wide and 1.5 m long. Posters should be mounted prior to the first poster session on Monday. Both tack and tape will be provided.

**TUESDAY EARLY EVENING GUIDED TOUR OF SITGES:** Please assemble in the hotel lobby prior to 5:30 pm. There will be guides who will lead small groups of participants on guided tours of historic Sitges. The groups will then meet at the Palau Maricel, an eclectic art museum showcasing works across ten centuries in a former residence with privileged views of the Mediterranean. Afterwards dinner is on your own at one of the many restaurants in Sitges. Information is provided in the App.

**MISCELLANEOUS:** The following are a few housekeeping items:

- If you have special dietary needs (e.g., vegetarian, allergies, etc.) that you have not already informed us of when you registered, please contact Kathy Chan ([kathy@engconfintl.org](mailto:kathy@engconfintl.org)) prior to the start of the conference. The hotel does not guarantee that special dietary needs can be met if they are not informed at least three days prior to the conference.
- Dress: ECI conferences are casual. We discourage suits and ties.
- ECI does not make pre/post conference reservations. You must contact the hotel directly.

- Audio, still photo and video recording by any device (e.g., cameras, cell phones, laptops, PDAs, watches) are prohibited during the technical sessions, unless the author and ECI have granted prior permission.
- Smoking is not allowed at any conference function.
- ECI will electronically distribute a conference evaluation/questionnaire on Thursday. Please complete and return it, as your comments are valuable to the current chairs, the future chairs in the series, and ECI.
- Guests/Accompanying Persons: If you bring a guest at the last moment, you must first see the ECI staff at check-in, pay for your guest, and then give the ECI proof of payment to the hotel.
- Internet – There is wireless Internet access.

If you are having transportation difficulties and will be a late arrival, please either email or text either Tressa (1-516-965-4015) or Barbara (+1-914-484-7349) so we can inform the hotel..

Have a safe trip and enjoy the conference!