

Know Before You Go – Important Information for

Integrated Continuous Biomanufacturing V

“Back to Barcelona: Progress & Potential of ICB”

October 9-13, 2022

October 4, 2022

To: Participants in the **Integrated Continuous Biomanufacturing V** Conference
From: Barbara K. Hickernell, ECI Executive Director

On behalf of Engineering Conferences International and the conference chairs, **Jason Walther** (Sanofi, USA), **Ana Azevedo** (Técnico Lisboa, Portugal), and **Rohini Deshpande** (Amgen, USA), we are looking forward to your participation in this conference. **Barry Buckland** will represent the ECI Board and Conferences Committee and **Tressa D’Ottavio**, **Kevin Korpics** 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

[Dolce Sitges Hotel](#) (Av. Camí de Miralpeix, 12, 08870 Sitges, Barcelona, Spain) (T: [+34 938 10 90 00](tel:+34938109000))
The hotel is on a hill overlooking Sitges and the Mediterranean Sea.

COVID-19

Our community thrives by engaging with each other face-to-face (or now mask-to-mask) but we wish to be safe in doing so. Thus, as safety is our first priority, we require proof of Covid-19 vaccination prior to registration for participants and guests and strongly suggest getting the available boosters.

In addition, we strongly suggest:

- *All conference participants and guests self-test prior to the conference to assure as safe a conference environment as possible.*
- *All participants and guests wear KN95/ FFP2 masks at conference functions (except when eating or drinking or making a presentation) to protect the most vulnerable among us and have included in each conference packet one KN95 mask and have additional ones available. The meeting room and poster room will be spaced out as much as possible to allow for social distancing. In addition, we have asked the hotel to provide optional outdoor seating for meals. If you are part of the most vulnerable population, please see the ECI staff so that we can arrange special accommodation.*
- *That you bring some Covid home tests with you. Should you test positive or feel unwell at any time during the conference please contact Tressa (+1-516-965-4015), Kevin (+1-917-756-7513) or Barbara (+1-914-484-7349) so that they call assist you and notify the hotel.*

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.

If you test positive once you arrive home, please contact us so that we may inform fellow participants.

TRANSPORTATION FROM BARCELONA AIRPORT

<https://www.rome2rio.com/map/Barcelona-Airport-BCN/Dolce-by-Wyndham-Sitges-Barcelona>

There are several ways to get from Barcelona Airport (BCN) to the Dolce Sitges Hotel: taxi, rental car, and bus. The train connection is not direct but reasonable. Check the link above for bus information. There is direct train transportation to Sitges from Barcelona.

As typically there are multiple taxis available in the taxi queue at the airport, we recommend taking a taxi. The cost is about €60-65 for the 25-minute ride.

RETURN TRANSPORTATION TO BARCELONA AIRPORT

If you haven't already sent in your request for a seat on a bus returning to the Barcelona Airport on **Thursday, October 13**, please do so prior **to October 5** as the bus company is scheduling pick-up times depending on flight departure times.

Currently, buses are scheduled to leave the hotel at 7am, 8am, 10am and Noon. The schedule was set to accommodate as many people as possible. We recommend taking a taxi if none of these departure times match your schedule.

WEATHER

The long-term forecast calls for mostly sunny days. Highs are predicted to be around (74° F) 23°C and lows around 57°F) 14°C. Bring a sweater or jacket for the conference room if the temperature is too cool for you.

SUNDAY SCHEDULE

2:00 pm - 4:30 pm	Registration
4:30 pm - 4:45 pm	Conference Introduction/Opening Remarks
4:45 pm	Keynote "The Role of Digitalization in the Continuous Integrated Manufacturing of Therapeutic Proteins", Massimo Morbidelli, Politecnico di Milano
5:30 pm	Panel Session on Digitalization
7:00 pm	Opening Reception
8:00 pm	Dinner

SPEAKERS

We expect that all presentations will use PowerPoint and we will have a computer projector as well as a laptop with Microsoft PowerPoint. Slides should be the standard 16:9 aspect ratio. 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 **Madelene Isaksson** and she will assist speakers in loading their presentations on the conference laptop.

All presentations should 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

Your poster should be no larger than 1 meter wide and 1.5 meter tall (Portrait Style). Posters should be mounted prior to the first poster session on Monday (18:00 – 20:00). Mounting tape will be provided. Please remove your poster by the end of breakfast on Wednesday (07:00 – 08:30).

Odd number posters will be presented on Monday, October 10th and even number posters will be presented on Wednesday, October 12th.

TUESDAY EXCURSION

Participants and guests will be transported to the Codorniu Winery whose history goes back to the 16th century. It is the oldest family business in Spain and one of the oldest in the world and produces the leading

cava on the market as well as award winning olive oils. We will have a tour and also get to enjoy the beautiful grounds. In addition, there will be a tasting and tapas.

Following the excursion, participants and guests will be taken to Sitges where one can choose a restaurant for dinner on your own. (The conference App contains restaurant suggestions.) Buses will be at a predetermined location to return people to the hotel. For those who wish to extend their evening in Sitges, we recommend taking a taxi back to the hotel.

MISCELLANEOUS

The following are a few housekeeping items:

- Please wear your badge throughout the conference. The hotel staff may refuse entry to meals without a conference badge.
- The reverse side of your name is where we suggest you place your emergency contact information.
- 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](#) 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.
- As we respect your privacy, we will dispose of your vaccination information/official identification and mobile phone number after the meeting.

If you are having transportation difficulties and will be a late arrival, please either email or text Kevin (1-917-756-7513), 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!