

Open questions for the CREMLINplus detector school

This is a draft check-list, in arbitrary order. Several questions have minor importance, others are more crucial.

List to be complemented, for discussion at upcoming meetings of the organising committee.

Publicity poster of the school:

- Do we have a volunteer to prepare a publicity poster for the school?
Maksim: BINP has a designer. Send me an information (committees, abstract, etc.) and we'll prepare
- Publicity and general outreach actions around the school (access to mailing lists, news articles, etc.).
Sergey: should be discussed on a International OC meeting

Venue, catering, logistics questions:

- Will students be lodged in single or twin rooms?
Sergey: We can propose this as a choice.
- Lecturers and experts for the hands-on exercises need to be lodged in single rooms.
Sergey: Can be organized.
- Are coffee breaks (morning/afternoon) included in the cost estimate?
Sergey: Coffee breaks are included in the cost as well as lunches during weekdays.
- Soft drinks should be included with the lunches and dinners.
Sergey: Ok.
- A water fountain, or any other access to safe drinking water should be available at all times.
Maksim: of course, we have two machines equipped with bottled pure water. More bottles with water can be provided.
- We assume that the BINP canteen and hotels can take diet restrictions into account.
Maksim: Yes, by request from participants
- Can we expect internet with good bandwidth to be available in both hotels?
Sergey: According to Booking.com reviews, WiFi in rooms in Zolotaya Dolina hotel may be bad. Solution: buy a mobile SIM card from MTS with Internet option (typ. 500 RUB/6 EUR for 30 GB). Mobile internet is generally good in Akademgorodok. WiFi in the Parkwood hotel is good everywhere, no major complaints on this.
Maksim: my friend lived at the Zolotaya Dolina hotel one month ago, and don't have a problem with WiFi. She used video-conference well from the room.
- Is there a place in the hotel (e.g. a meeting room or social gathering room) available in the hotels where students and teachers can easily meet in the evenings and weekends for further discussions?
Sergey: Lobby and small halls on the floors. Also rented halls with projectors are available.
- Will BINP help with providing a shuttle service to and from the airport? (Note that teachers will come and go during the full period of the school.)

Maksim: yes, we can provide the meeting at the airport. But at the last big meeting conducting at BINP (INSTR'20 Conference with about 100 foreign participants) we proposed and used the official airport's taxi service WayWill. Everything was good and all participants have been met by the taxi staff and reached the hotel (and back) in time. The price is about 20 Euro one way.

Secretarial help, assistance, printing, etc:

- Will there be some secretarial help from BINP during the conference?
Sergey: Yes
- Will there be help in case participants need to discuss in Russian with local instances (e.g. questions to the hotel, travel arrangements, etc.)
Sergey: Yes
- Will there be a possibility for printing documents (e.g. working documents for the hands-on exercises, etc.).
Sergey: Yes
- In case we decide to have a poster session, will BINP provide support structures for attaching the posters? Or do we want to organise this in a different form (e.g. short science pitch presentations)?
Sergey: Both forms are possible at BINP

Travel arrangements:

- In case travel costs are covered by CREMLINplus, how are the travel arrangements made? Can travel arrangements be made by individual participants, and then claimed back? What will be the rules and restrictions?
Sergey: It is also a question to the CREMLINplus management. As to accommodation if BINP gets money for this it can pay directly to the hotel. Otherwise a participant should claim reimbursement of his/her expenses from other funds (CREMLINplus WP9, etc).

Visa to Russia:

* What is a safe delay time we have to take into account for students and teachers to obtain a visa for Russia. This delay is to be taking into account in the time line for application-selection-registration-visa.

* The visa procedure needs to be explained on the indico page of the school. There should be a contact point where questions about the visa procedure can be asked. We assume that BINP arranges for the corresponding letters of invitation for the participants.

* What about the cost of obtaining a visa? This cost can depend on the place of application for the visa. Do we assume the visa cost to be covered by participants themselves?

Maksim: the visa obtaining procedure consists of three steps:

1. Invitation letter prepared by BINP. Two options: a) letter preparing for Japan, Korea, China and Shengen citizens takes **1 week**; b) all other countries takes **6 weeks (!)**. The cost of the Inv. letter preparing by the second option is about 15 Euro will be paid by BINP.
2. Letter (original paper) should be delivered to the participant. BINP send the letters by DHL express mail but sometimes this process takes up to **1 week!** The cost of delivering is about 25 Euro will be paid by BINP.
3. Visa application and request at the participant's country. This is responsibility of the participant as well as the Russian visa cost. At the some Russian consulate the Express visa procedure is available but this should be checked at the every personal case. As well the period for the visa preparing and stamped to the passport is depends on the every Russian Consulate. This can takes **from 1 week up to 3 weeks.**

Every participant should ask to the nearest Russian Consulate about the visa application period and cost. I.e. the comfortable deadline for the registration of foreign participants is minus 2,5 months from the Shcool beginning. Three months is better :)

Payments:

* We need to understand how payments can be made, e.g. to BINP and to the hotels; how does this work for participants funded through CREMLINplus?

* Will there also be external participants who are not funded through CREMLINplus?

Maksim: why not?

Proceedings:

* We assume there are no proceedings foreseen for this school.

* We assume that an "executive summary" will be published and that the lecture material and some photographs will remain publicly accessible on indico.

Maksim: no problem.

=====

Covid-related questions:

* How and when can we decide whether the event goes ahead, and under which conditions?

* Financial impact and financial risk analysis related to Covid (e.g. cancellation costs, cost of quarantine measures, cost of tests). Who will take financial responsibility for fixed costs (e.g. tests) and for the financial risk (quarantine cost, cost of medical care in case of Covid case at the conference, late cancellations).

* Conditions for travel approval will be different for different universities/institutes (e.g. CERN sets rather strict requirements to allow its personnel to go on a professional trip).

* Covid-related requirements for attendees to enter Russia; there can be different requirements for attendees coming from different countries (e.g. Covid rate in country of origin, Covid variants, mutual recognition of different types of vaccines).

* Covid mitigation protocol to be defined for the school (such as regular tests, Covid pass, distancing, masks, disinfection protocol, maximum number of persons in the lecture rooms, fresh air ventilation in the room, quarantine measures in case of an infection,)

* Internal Covid rules applied by the hotels.

* Rules in the country of origin or at the home university upon return from the school.