



29TH EUROPEAN PAINT, GLASS AND TAGGANTS EXPERT WORKING GROUP ANNUAL MEETING 25TH – 27TH September 2024, Brussels, Belgium

OFFICIAL INVITATION

Dear colleagues,

On behalf of the EPGT EWG steering committee and the National Institute for Criminalistics and Criminology of Belgium, we are happy to invite you to the **29th ENFSI European Paint, Glass & Taggants Expert Working Group Annual Meeting**. Our Annual Meeting will start on Wednesday morning (25th of September) and will finish at lunchtime on Friday (27th of September). The day before our Annual Meeting (24th of September), a workshop focusing on spray paints will be organised.

Besides the official program, we have paid a lot of attention to give participants the opportunity to meet each other and discuss with exhibitors of scientific equipment during several coffee breaks and lunches, but also by organising social activities on Tuesday (get together), Wednesday (city tour and dinner) and Thursday (conference dinner). We hope that you will enjoy your stay in Brussels as well as meeting the other participants.

If you have any questions do not hesitate to contact us using the following e-mail: NICC-MAT@just.fgov.be.

We are looking forward to welcoming you all in Brussels!

Yours sincerely,

Christos Batis
EPGT EWG Chairperson

Florian Vanneste
Local Organiser

WHO SHOULD ATTEND?

All the colleagues from ENFSI member institutes (Full Members and Associated Members) are eligible to attend this event.

Non-members of EPGT EWG may attend the Annual Meeting as guests with the permission of the EPGT EWG Chairperson. Those wishing to attend as guests should contact us to declare their interest (EPG@enfsi.eu).

THE SESSIONS

1. Call for presentations and posters

Virtual poster or oral presentation, your choice!

The success of our Annual Meeting depends on each one of you. Your contribution is crucial. No matter whether you are experienced or not in the field. All facets of EPGT EWG activities are welcomed such as general casework, execution of practical routines, short-term experiments, and advanced research. We invite you to either give an oral presentation or prepare a poster. The posters will be displayed virtually during a certain time slot and will be included in the goodie bag (if received upfront). However, the conference room is not suitable for physically displaying them throughout the meeting.

This year, we decided to introduce something new. If you are unable to attend the Annual Meeting, but you are still willing to present something, you can send us a recording of your presentation upfront and we will include it in the programme.

We will try to keep a balance between case-related and scientific-related presentations. Present your most important/curious/remembered case or share the results of your experiments/research with the rest of us. They can be quite interesting, not only for you, but also for your EPGT colleagues. So, feel free to share your knowledge.

In addition to the oral presentations, we will have an interactive poster session, where a moderator facilitates a short presentation and dialogue about the topic of your poster.

Do not worry about whether your cases are exciting enough, or your research is not at the cutting edge, your participation is always highly appreciated!

We cannot stress this enough:
Your contribution is a condition for us to be able to continue the work of the group.

The steering committee wants to involve as many of our members as possible, so we are keen on your abstract submission until the 1st of August (see abstract submission form attached).

2. Bring a case session

There will also be a **“bring a case” session**, so each participant should bring a case for discussion amongst colleagues. This means that you bring the complete case-portfolio (assignment, raw data, and final report). Needless to say, all personal and formal data like names, places etc. should be removed from any written material.

3. Business meeting

As always, we will have a business meeting (see Provisional Program). Each participating full or associated member laboratory/institute has one vote.

4. Workshop on spray paints

A separate invitation was prepared for the workshop on spray paints. Please, read this one thoroughly and register for this event if you are interested in the topic.

CONFERENCE VENUE

The conference will take place at the ‘Pacheco Center’. This is located in the city centre of Brussels nearby the Botanical Garden and the Financial Tower. This is easily accessible by foot from Brussels Central Station (NL: Brussel Centraal Station / FR: Bruxelles Gare Centrale) (10-15min walk) or by public transport from this train station getting off at ‘Botanique/Kruidtuin’ stop when using Metro/Tramway.

The ‘Pacheco Center’ entrance is located at the Boulevard Pachéco 13 in 1000 Brussels, Belgium at the side of the Financial Tower where you will find a lobby with a registration desk and the main meeting room. The exhibitor area will be located at the back of the lobby.



REGISTRATION

The registration is available online using the link accessible by clicking [here](#).

For security reasons, this link may not be accessible via a professional network. However, it should at least be accessible using a smartphone and a mobile network. If you encounter any difficulties in registering, please contact the organisers directly (NICC-MAT@just.fgov.be).

A welcome pack will be distributed in the lobby of the Motel One on Tuesday evening, before the 'Get Together' event. For late travellers, it will also be distributed in the lobby of the conference room on Wednesday morning, before the opening of the meeting.

ANNUAL MEETING REGISTRATION FEE

Participants

Meeting fee for Members:	340 € (early bird) 380 € after early bird
Meeting fee for Associate Members and Guests:	408 € (early bird) 456 € after early bird
Accompanying person fee:	250 €

The participant's fee includes:

- Rental of the conference and workshop rooms
- Conference material
- Welcome reception on Tuesday 24th of September
- Lunches – coffee breaks
- City tour and dinner on Wednesday 25th of September
- Conference dinner on Thursday 26th of September

The accompanying's person fee includes:

- Welcome reception on Tuesday 24th of September
- City tour and dinner on Wednesday 25th of September
- Conference dinner on Thursday 26th of September

Early bird registration deadline is 1st of July

Final deadline for registration is 1st of September

PAYMENT DETAILS

Please transfer the total amount to the account indicated on the invoice you will receive after registration. The payment should be received as soon as possible but not later than **the 15th of July (early bird) or the 15th of September (after early bird)**.

REFUND POLICY

In case of cancellation by the participant:

- 100% refund until 1st of August
- 50% refund until 1st of September
- 0% refund afterwards, but with the option to change the name of the participant

GET TOGETHER EVENT

You are invited to join the welcome reception at Motel One on Wednesday evening (September, 24).

CONTACT

If you have a problem in Brussels during the meeting you can get in touch with the NICC organising staff using the following number: +32 474 56 28 91 (Florian) or +32 473 62 31 50 (Clémence).

HOTELS

Many hotels in Brussels can easily be found on the usual booking platforms. However, the nearby hotels were not able to give us a discounted rate and/or reserve enough rooms upfront. Therefore, we decided to provide a list close to the venue (less than a 10-minute walk to the venue, see below).

- Motel One Brussels (Koningsstraat 120, 1000 Brussels)
- Thon Hotel Brussels City Centre (Avenue de Boulevard 17, 1210 Brussels)
- Best Western Royal Centre (Koningsstraat 160, 1000 Brussels)
- Hotel nhow Brussels Bloom (Koningsstraat 250, 1210 Brussel)

Please, be aware that a lot of other hotels are present in Brussels and that you are free to stay in another one. However, we urge you to book your room as early as possible, because September is a very busy month in Brussels.

The organisational team cannot be held responsible for any problem linked to your reservation.

Provisional Program

Tuesday 24th September 2024	
09:00	Workshop
19:00	Registration and welcome opening drink at Motel One
Wednesday 25th September 2024	
08:30	Registration
09:00	Business meeting Bring a case! Scientific session Presentation from exhibitors
Evening	City tour and dinner
Thursday 26th September 2024	
09:00	Invited speakers Scientific session Poster session Group-work on specific topic
Evening	Dinner
Friday 27th September 2024	
09:00 till lunch	Presentation of group work Business Meeting Part II Election Closing

Please note. This is a provisional program and may be subject to change prior to the meeting. The meeting program will be published in late August / early September.

All information and documents will be available on the EPGT EWG website on [Europol Platform of Experts](#).