



SUMMER SCHOOL 2026
Evidence for Policy in
Disaster Risk Management

26 – 28 May 2026

Tallinn University

Tallinn, Estonia

LOGISTICAL BRIEF

Introduction

This document contains useful information regarding the logistical organisation of the Summer School in Tallinn, Estonia - including travel, accommodation, and meals. Participants will also find additional information about the venue and a list of key contacts for the organising and support team. Closer to the date of the event, participants will receive a final logistical information package containing additional information regarding the organisation of the event and their stay in Tallinn.

More material will also be made available via the [dedicated event entry](#) on the UCP Knowledge Network platform. Nominated participants will be included in a [private group](#) on the platform to facilitate further communication and networking.

Host and organizers of the workshop

The **European Commission's Directorate-General for Civil Protection and Humanitarian Aid Operations (DG ECHO)** was created in 1992 as an expression of the European solidarity with the people in need across the world through humanitarian aid. In 2010, our department integrated civil protection for a better coordination and disaster response inside and outside Europe, through the Union Civil Protection Mechanism (UCPM) and the work of the EU's Emergency Response Coordination Centre (ERCC).

Tallinn University is one of Estonia's major public research institutions, known for its strong interdisciplinary focus across education, digital technologies, the humanities, governance, and the arts. With approximately 7,000-degree students across seven academic units, the university offers a broad portfolio of bachelor's, master's, and doctoral programmes. Its compact city-centre campus in Tallinn brings together six interconnected buildings—Terra, Astra, Mare, Nova, Silva and Vita—housing teaching, research, and the renowned Baltic Film, Media, Arts and Communication School.

ICF is a global consulting provider with 50 years of experience delivering research and solutions to help agencies and organizations enhance their programs. The company has a growing track record in conducting research and evaluations in the humanitarian sector for a range of clients, including DG ECHO. ICF has been actively involved in projects across various thematic areas, such as disaster preparedness and emergency support operations.

Within the Civitas Soteria consortium, ICF is supported by the **Sant'Anna School of Advanced Studies**. It is a public university institute - with special autonomy - located in Pisa and working in the field of applied sciences. The university's mission is that of serving as a benchmark and quality public institution, attracting talents which are nurtured and educated, in order to take care of the world and to responsibly contribute to its cultural growth and sustainability.

Logistical information

The 2026 edition of the Summer School will start on Tuesday 26 May 2026 at 16:00 and will finish on Thursday 28 May 2026 at 15:30. We expect that all participants will arrive in Tallinn on Tuesday 26 May in the morning and leave in the evening of Thursday 28 May after the closing session of the Summer School.

Please also be advised that:

- We cannot accept late arrivals or early departures.
- Travel reservations will not include travel insurance or medical cover. You are responsible for arranging your own insurance. We recommend that you obtain a policy that is adequate and suitable for this trip.
- We are only able to book and pay for mainline travel and transfers in Tallinn, to and from the venue.
- **We do not cover, and are unable to reimburse, the cost of additional local travel within your own country, including local airport transfer, buses, trains, or taxis.**

Venue and location



The sessions will be held in the premises of Tallinn University, located in [Narva mnt 29, 10120 Tallinn, Estonia](#).

The plenary room is **Tallinn Hall (M 218)**, located in the MARE Building.

The campus plan can be found [here](#).

Accommodation and meals

Participants will be offered full-board accommodation (breakfast included) in a single room with a private bathroom, TV, telephone and internet, located within walking distance from the University. During the Summer School, coffee breaks, lunch and dinner will be offered. Social events will be catered for.

The hotel details where attendees will stay is: [Park Inn By Radisson Central Tallinn, Narva maantee 7C, Tallinn, Estonia](#).

Check in: from 3pm

Check out: by 12pm

The cost of the accommodation (bed and breakfast), along with lunch, dinner and coffee breaks, is covered by the European Commission through the Civitas Soteria consortium (check-in: 25 or 26 May 2026– check-out: 28 May or 29 May 2026, depending on flight availability).

The hotel has already received a rooming list from the organisers. To check-in, you will need to show a valid identification document (ID/Passport) at the reception desk, and your booking will be found in the booking system. When checking-in, you might be asked to provide a credit card. This is standard procedure for any incidentals or additional costs you might have during your stay.

Kindly note that extra costs such as drinks (other than those provided during the coffee breaks, meals and during the planned social activities) will be covered by the participants.

For attendees staying at the hotel the night of 28 May, a buffet dinner will be provided at the hotel restaurant at 19:00pm.

Arrivals and transfers

Participants are expected to arrive in Tallinn by the morning of 26 May and leave on the evening of 28 May, after the Summer School ends.

Please note that travel will be organised by ICF, the lead partner of the Civitas Soteria consortium. ICF will get in contact with each participant, upon registration, to proceed with the booking of the international travel.



Kindly note that participants should not make travel arrangements by themselves.

Travel arrangements and public transport in Tallinn

Before travelling, please ensure you have received your travel booking (sent via icfgroups@gdg.travel) and that you make the necessary check-ins before travelling.

Please note we do not cover, and are unable to reimburse, the cost of additional local travel within your own country, including local airport transfer, buses, trains, or taxis.

A **QR code** has been provided to be able to use public transport during the Summer **School via email, which will also be found on the back of your conference lanyard.**

The QR code provided via email allows unlimited use of Tallinn public transport (buses, trams, trolleybuses), including the bus from Tallinn Airport to the city centre. Simply scan the QR code when boarding.

The travel card includes for the following transport, within the city of Tallinn:

- ✓ Tallinn bus lines nr 1–96

- ✓ Trolleybuses
- ✓ Trams

From Tallinn Airport, take **Bus 2** or **Bus 15** towards the city centre. Get off at **Tornimäe**, which is a 8 minute walk to the hotel. Buses run approximately every 20 minutes. The last bus departs the airport around midnight.

Social programme - 27 May

On the 27 May in the afternoon, participants will attend a **demonstration organised by the Estonian Rescue Services Agency**, in cooperation with local partners, focusing on civil protection, rescue and EOD (Explosive Ordnance Disposal) equipment.

The demonstration will provide participants with the opportunity to observe how local actors respond to major crises, making use of advanced and innovative tools, vehicles and equipment employed in emergency situations.

The address of the demonstration is Silikaatsildi 4, Tallinn, and will be reached with buses.

Kindly note that the buses will depart at 15:45pm, and will not await for late arrivals. Please be at the designated meeting point 5 minutes early.

As the demonstration area is sandy and gravelly, participants are strongly encouraged to wear (or bring) appropriate footwear. High-heeled shoes are not recommended.

Timetable

15:45 – Board the buses. The meeting point is near Mare building (Uus-Sadama 5).

16:15 – 17:45 – Demonstration

17:45 – Return to the hotel by bus. Estimated arrival at 18:15.

Practical information

Participants will be divided into groups of approximately 10–15 persons. Each group will be accompanied by local staff, who will present and explain the different tools, vehicles and equipment displayed on site. These may include, among others, emergency response vehicles, CBRN-related equipment, EOD tools, high-capacity pumping equipment, specialised rescue assets and robotic systems used in emergency response.

Special attention will be given to selected tools, machines or procedures that have been developed or implemented in Estonia and may serve as examples of good practice. Participants may be allowed to get onto certain vehicles and take photographs, subject to on-site instructions.

Joint dinner - 27 May

There will be a Joint dinner on 27 May at 19:30pm at [Olde Hansa restaurant](#).

Contacts

If you have any questions, please don't hesitate to contact us at:

ucpm-training@icf.com

Travel Agency

If you encounter any issues at the airport or while travelling, please call our Travel Agency at this 24/7 emergency number: 0044 1494 733420 or email at icfgroups@gdg.travel or ooH@gdg.travel (out of office hours), with ucpm-training@icf.com in copy