

Hosted by: 

Meeting Venue:

Swift BE HQ

**Avenue Ernest Solvay, 81**

1310 La Hulpe

Belgium

Dress Code: Business casual



### I. Meeting Global Agenda

#### Tuesday 14<sup>th</sup> of November

**08:30 – 09:00** Arrival & Check-in at Meeting Venue

#### Morning Session

|                      |                     |                     |                                  |
|----------------------|---------------------|---------------------|----------------------------------|
| <b>09:00 – 10:30</b> | Corporate Action WG | Investment Funds WG | Settlement and Reconciliation WG |
|----------------------|---------------------|---------------------|----------------------------------|

**10:30 – 11:00** Coffee Break

|                      |                     |                     |                                  |
|----------------------|---------------------|---------------------|----------------------------------|
| <b>11:00 – 12:30</b> | Corporate Action WG | Investment Funds WG | Settlement and Reconciliation WG |
|----------------------|---------------------|---------------------|----------------------------------|

**12:30 – 13:30** Lunch

#### Afternoon Session

|                      |                     |                     |                                  |
|----------------------|---------------------|---------------------|----------------------------------|
| <b>13:30 – 15:15</b> | Corporate Action WG | Investment Funds WG | Settlement and Reconciliation WG |
|----------------------|---------------------|---------------------|----------------------------------|

**15:15 – 15:30** Coffee Break

|                      |                     |                     |                                  |
|----------------------|---------------------|---------------------|----------------------------------|
| <b>15:30 – 17:00</b> | Corporate Action WG | Investment Funds WG | Settlement and Reconciliation WG |
|----------------------|---------------------|---------------------|----------------------------------|

**17:00** Drinks at Swift Premises – Registration required (see registration form)

| <b>Wednesday 15<sup>th</sup> of November</b> |   |                     |                                  |
|--|---|---------------------|----------------------------------|
| <b>08:30 – 09:00</b>                         | Arrival & Check-in at Meeting Venue                           |                     |                                  |
| Morning Session                              |   |                     |                                  |
| <b>09:00 – 10:30</b>                         | Corporate Action WG   | Investment Funds WG | Settlement and Reconciliation WG |
| <b>10:30 – 10:45</b>                         | <b>Coffee Break</b>   |                     |                                  |
| <b>10:45 – 12:00</b>                         | Corporate Action WG   | Investment Funds WG | Settlement and Reconciliation WG |
| <b>12:00 – 13:00</b>                         | <b>Lunch</b>  |                     |                                  |
| Afternoon Plenary Session                    |   |                     |                                  |
| <b>13:00 – 16:30</b>                         | TBD   |                     |                                  |
| <b>16:30 – 16:45</b>                         | <b>Break</b>  |                     |                                  |
| <b>16:45 – 18:00</b>                         | Corporate Action WG   | Investment Funds WG | Settlement and Reconciliation WG |
| Evening                                      |   |                     |                                  |
| <b>18:00 – 21:00</b>                         | <b>Dinner - Registration required (see registration form)</b> |                     |                                  |



| <b>Thursday 16<sup>th</sup> of November</b> |                                     |                     |                                  |
|---|-------------------------------------|---------------------|----------------------------------|
| <b>8:30 – 9:00</b>                          | Arrival & Check-in at Meeting Venue |                     |                                  |
| <b>Morning Session</b>                      |                                     |                     |                                  |
| <b>09:00 – 10:45</b>                        | Corporate Action WG                 | Investment Funds WG | Settlement and Reconciliation WG |
| <b>10:45 – 11:15</b>                        | <b>Coffee Break</b>                 |                     |                                  |
| <b>11:15 – 12:30</b>                        | Corporate Action WG                 | Investment Funds WG | Settlement and Reconciliation WG |
| <b>12:30 – 13:30</b>                        | <b>Light Lunch</b>                  |                     |                                  |
| <b>Afternoon Session</b>                    |                                     |                     |                                  |
| <b>13:30 – 15:30</b>                        | Corporate Action WG                 | Investment Funds WG | Settlement and Reconciliation WG |
| Or (to be confirmed)                        |                                     |                     |                                  |
| <b>13:30 – 15:30</b>                        | SMPG payment task force             |                     |                                  |
| <b>Closing</b>                              |                                     |                     |                                  |

## II. Meeting Registration

**For the Wednesday, November 15 Afternoon Plenary Session via Cisco Webex:**

Register via this link: (to be communicated later)

**For physical attendance of NMPG members only:**

The attendees must fill in the registration form attached to the invitation email that you have received and send it back duly filled into the email address [info@smpg.info](mailto:info@smpg.info) **by October 27, 2023 at the latest.**

You will then receive a confirmation of your registration back via email (in the next couple of days).

**Late registration** will be subject to approval by the host (due to the logistical aspects of the organisation).

**Remark about having more than one NMPG representative per WG:**

*NMPGs may send a second representative per Working Group and the local hosting NMPG is allowed to send “observers” to the SMPG (in addition to the official NMPG representatives) in so far as the meeting room capacity allows it.*

*In those cases, the registration of the second representative and of the observers will be subject to approval by the SMPG General Secretary or Program Director at registration time based on the capacity of meeting rooms provided by the host.*

### III. Accommodation - Hotel & Taxi Information

Due to the heavy business period for hotels around Swift mid-November and despite several requests sent to hotels nearby Swift, we could unfortunately not get any preferential rates or block booking of rooms. However, we can recommend a number of hotels here below. A number of Bed & Breakfast places exist in La Hulpe as well, only a few at walking distance from Swift.

| <b>Hotels closest to SWIFT</b>                 |   |                                |
|--|---|--------------------------------|
| <a href="#"><u>Dolce hotel</u></a>             | Tel: 32 (0)2 290 98 98  | Distance from the Swift office |
| Chaussée de Bruxelles 135                      |   | 3.1 km                         |
| 1310 La Hulpe                                  | <a href="mailto:reservations.lahulpe@dolce.com"><u>reservations.lahulpe@dolce.com</u></a> | 6 min drive / 36 min walk      |
| <br>   |   |                                |
| <a href="#"><u>Martin's Chateau du Lac</u></a> | Tel: 32 (0)2 655 71 11  | Distance from the Swift office |
| Avenue du Lac 87                               |   | 4.8 km                         |
| 1332 Genval                                    | <a href="mailto:cdl@martins-hotels.com"><u>cdl@martins-hotels.com</u></a>                 | 8 -14 min drive / 48 min walk  |

| <b>Hotels around Louvain-La-Neuve / Wavre</b>       |   |                                |
|---|---|--------------------------------|
| <a href="#"><u>ibis Styles Louvain-la-Neuve</u></a> | Tel: +32 10 45 07 51  | Distance from the Swift office |
| Boulevard de Lauzelle 61                            |   | 20.2 km                        |
| 1348 Louvain-la-Neuve                               | <a href="mailto:H2200@accor.com"><u>H2200@accor.com</u></a>                       | 20 - 35 min drive              |
| <br>  |   |                                |
| <a href="#"><u>Martin's Agora City Resort</u></a>   | Tel: +32 (0)10 77 20 20   | Distance from the Swift office |
| Rue de l'Hocaille 5                                 |   | 20.3 km                        |
| 1348 Louvain-La-Neuve                               | <a href="mailto:resa.lln@martinshotels.com"><u>resa.lln@martinshotels.com</u></a> | 22 - 35 min drive              |
|   | -   |                                |
| <a href="#"><u>Novotel Wavre Brussels East</u></a>  | Tel: +32 10 41 13 63  | Distance from the Swift office |
| Rue De La Wastinne 45                               | -   | 15.6 km                        |
| 1301 WAVRE  | <a href="mailto:HB2N6@accor.com"><u>HB2N6@accor.com</u></a>                       | 16 - 28 min drive              |

| <b>Hotels around Waterloo – Commuting more dependent on traffic</b> |   |                                |
|---|---|--------------------------------|
| <a href="#"><u>Van der Valk Hotel Waterloo</u></a>                  | Tel: 32 (0)2 352 18 15  | Distance from the Swift office |
| Chaussée de Tervuren 198  |   | 8.5 km                         |
| 1410 Waterloo   | <a href="mailto:mgh@martinshotels.com"><u>mgh@martinshotels.com</u></a> | 14 - 26 min drive              |
| <a href="#"><u>ibis Brussels Waterloo</u></a>                       | Tel: +32 2 351 00 30  | Distance from the Swift office |
| Boulevard Henri Rolin 5A  |   | 9.2 km                         |
| 1410 WATERLOO   | <a href="mailto:H3543@accor.com"><u>H3543@accor.com</u></a>             | 16 - 30 min drive              |

| <b>Hotel closer to Brussels - Commuting more dependent on traffic</b> |   |                                |
|---|---|--------------------------------|
| <a href="#"><u>Mix</u></a>  | Tel: +32 2 669 48 22  | Distance from the Swift office |
| Bd du Souverain 25/1,   |   | 13 km                          |
| 1170 Watermael-Boitsfort  | <a href="mailto:hotel@mix.brussels"><u>hotel@mix.brussels</u></a> | 16 - 26 min drive              |

### Some of the Bed & Breakfast around La Hulpe (not always close to a restaurant):

- Entre Champs: <http://www.entrechamps.com/>
- La Tour d'Heloise: <https://www.latourdhelloise.com/>
- L'eau Claire: <http://www.leauclaire.be/>
- Le Jardin des Sources: <https://le-jardin-des-sources-la-hulpe.hotelmix.fr/>

### Taxi in Swift area to commute from your hotel to Swift and return - all at your own cost:

| Taxi Company | Phone                | e-mail   |
|--------------|----------------------|--|
| Taxi BW      | +32 (0) 493 16 44 77 | <a href="mailto:info@taxibw.be">info@taxibw.be</a>             |
| Taxi Vincent | +32 (0)2 653 22 62   | <a href="mailto:contact@vincent.taxi">contact@vincent.taxi</a> |
| Taxi Guy     | +32 (0)2 653 66 57   | <a href="mailto:alainarcg@skynet.be">alainarcg@skynet.be</a>   |

## **IV. Investment Funds WG - Agenda**

Please refer to the specific WG agenda sent by the WG Facilitator

## **V. Corporate Action WG - Agenda**

Please refer to the specific WG agenda sent by the WG Facilitator

## **VI. Settlement And Reconciliation WG - Agenda**

Please refer to the specific WG agenda sent by the WG Facilitator