



15<sup>TH</sup>  
ANNUAL  
CONFERENCE  
1-3 JUNE 2023  
ANTWERP, BELGIUM

## Welcome to WCA Projects' 15<sup>th</sup> Annual Conference

### Pre-Conference Information

(Very Important – Please Print This Out!)



The details below contain very important last-minute information which you should print out and use as a checklist and reference for the conference.

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#### CONFERENCE ID

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In order to facilitate quicker onsite registrations for everyone, please print out your Conference ID and present it to us when you do your onsite registration. It will help all members to avoid long queues.

1. Go to the conference website: <https://conferences.wcaworld.com/wcaprojects2023/info/>
2. Move your mouse cursor towards the lower-left hand side of the webpage banner to where it says 
3. Click on Print Your Conference ID
4. Enter your One-on-One username and password
5. Click 
6. Present to WCAworld staff at the Registration Counter when you do your onsite registration.

### Your conference details

**Important:** In order to allow us to better prepare so that delegates can register as comfortably and efficiently as possible, WCA have strongly requested that all delegates would print below details and give us at the register desk. We thank you in advance for your corporation.



[ID#347] Mr. Douglas Archer

Conference Manager

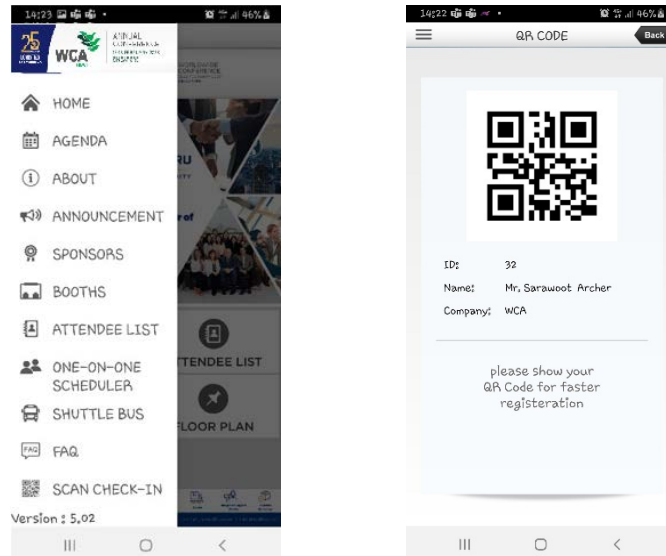
WCAworld

Miami, FL, United States of America



### Conference ID using QR Code:

1. Download the WCAworld Events App from the Play Store or App Store depending on your mobile device.
2. Open the WCAworld Events App and click on SCAN CHECK-IN.
3. Show your mobile device with QR code to WCAworld staff for scanning.



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### ONSITE REGISTRATION

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Everyone must do an onsite registration to pick up their conference bags, badge, and other materials. Onsite registration can be done during these times and places:

Date	Time	Venue
Wednesday, 31 May 2023	14:00 – 20:00 hrs	RADISSON BLU ASTRID HOTEL  (Foyer 2 <sup>nd</sup> Floor)
Thursday, 1 June 2023	09:00 – 21:00 hrs	
Friday, 2 June 2023	09:00 – 17:30 hrs	
Saturday, 3 June 2023	09:00 – 17:00 hrs	

We recommend that you do this upon arrival to avoid the rush that happens just before the welcome cocktail reception starts. To speed up the process, please don't forget to print out and bring your **Conference ID** (as mentioned above)

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### NAME BADGES & SECURITY

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**NAME BADGES MUST BE WORN AT ALL TIMES !  
NO BADGE – NO ACCESS !!**

(WCAworld takes this policy very seriously and you will NOT be given access to the function venues if you do not have a name badge)

- Name badges apply to ALL functions including the One-on-One Meetings, Cocktail Receptions, and the Gala Dinner. The only function they are not required for are for the Tour.
- Name badges are given to delegates during the Onsite Registration only.



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## AIRPORT TRANSFERS

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Airport transfers are NOT provided by WCAworld and are NOT included in your conference fees.

Antwerp is easy to reach by train if you are flying into Amsterdam or Brussels. Both airports have direct train links to Antwerp. Upon arrival in Antwerp, the Central Train Station is only a 140-meter walk to the conference venue - Radisson Blu Hotel.

Here are some helpful websites with relevant information:

Brussels Airport to Antwerp Central Station (Train) about 30 minutes.

- <https://www.welcomepickups.com/brussels/airport-transfer-to-antwerp/#:~:text=How%20to%20get%20from%20Brussels%20airport%20to%20Antwerp%20by%20train,for%20those%20on%20a%20budget.>
- <https://www.thetrainline.com/en/train-times/brussels-airport-zaventem-to-antwerp>

Amsterdam Schiphol Airport to Antwerp Central Station (Train) about 1 hour and 30 minutes:

- <https://www.thetrainline.com/en/train-times/amsterdam-schiphol-airport-to-antwerp>
- <https://www.amsterdamtips.com/travel-amsterdam-antwerp>

Antwerp Central Station to Rotterdam (Train) about 1 hour:

- <https://www.thetrainline.com/en/train-times/antwerp-to-rotterdam>

For those of you traveling elsewhere in Europe after the conference, the above websites should also provide various destination options. Or you may search for additional ticketing websites, as there are several choices.

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## CONFERENCE AGENDA

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Please visit to view the full agenda. <https://conferences.wcaworld.com/wcaprojects2023/info/#agenda>

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## ONE-ON-ONE MEETING SCHEDULER

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### ■ ONE-ON-ONE SCHEDULER ■

Please ensure that you pick up the most updated One-on-One Schedule each morning before the meetings start. The One-on-One Meetings Scheduler will close for the first time on **Thursday 1 June at 21:00 hrs** and then re-open as per the following schedule:

Date	Color	Pick Up Time	Scheduler Operating Hours
Friday, 2 June	Pink	09:00 – 10:00 hrs	09:00 – 21:00 hrs
Saturday, 3 June	Yellow	09:00 – 10:00 hrs	Scheduler Closed (last day of conference)

Sample One-on-One Schedule for Friday

Time	[ID# .....]	Table/ Booth No.

This schedule (pink) is for use on Friday only. Please be sure to pick up a **YELLOW** schedule tomorrow morning between 09:00 – 10:00 hrs from the registration counter.

Sample One-on-One Schedule for Saturday

Time	[ID# .....]	Table/ Booth No.

This schedule (yellow) is for use on Saturday only. We hope that you've enjoyed your One-on-One meetings and were able to fulfill your expectations.

ONE-ON-ONE TABLE NUMBERS CAN BE FOUND ON THE BACK OF YOUR ONE-ON-ONE SCHEDULE.

The following two forms will be available at the Registration Counter and Help Desk during the conference.

**One-on-One Communication Sheet:** Used for sending messages to others during the One-on-One Meetings. If you need to contact someone to cancel, postpone, or set up a meeting with someone urgently then you can fill in one of these forms and WCAworld staff will deliver them for you.

**No Show Record:** Please fill in this form if a member does not show up for a prescheduled meeting appointment. Members who continuously miss their meeting appointments will be sent warnings from WCAworld management.

**One-on-One Communication Sheet**

Date \_\_\_\_\_

Cancel a meeting       Re-schedule

From	To
ID# : _____	ID# : _____
Name : _____	Name : _____
Company : _____	Company : _____

Meeting Point :  Registration Counter     Hello Desk 1  
 Hello Desk 2     Other \_\_\_\_\_

Meeting Date : \_\_\_\_\_ Meeting Time : \_\_\_\_\_

Contact Number : \_\_\_\_\_ Email Address : \_\_\_\_\_

Message : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Note :

1. One-on-One Communication Sheets are used for Communicating appointment changes with intended persons on the **same day**. If you would like to cancel, re-schedule, or make new appointments for the next **days**, please do this through the conference website (on) Scheduler via your own computer, WCA app or at our business center.
2. Please note that this is one-way communication, you might not receive feedback from the receiver. Therefore, **business cards provided with a business card attached are required.**
3. All appointments will be designated to one of the meeting points, but we cannot guarantee the meeting confirmation from our side.
4. Please return this sheet at **least 1 hour** before the meeting time.

**For Staff Only**

Location of ID# \_\_\_\_\_

1st Time : \_\_\_\_\_ Table No. : \_\_\_\_\_  
 2nd Time : \_\_\_\_\_ Table No. : \_\_\_\_\_  
 3rd Time : \_\_\_\_\_ Table No. : \_\_\_\_\_

**NO SHOW RECORD**

**Your Details**

Name : \_\_\_\_\_ ID : \_\_\_\_\_  
 Company : \_\_\_\_\_

**No Show Details**

Name : \_\_\_\_\_ ID : \_\_\_\_\_  
 Company : \_\_\_\_\_

Date : \_\_\_\_\_ Meeting Time : \_\_\_\_\_

Remarks or Comments:  
 \_\_\_\_\_  
 \_\_\_\_\_

## WCA EVENTS APP

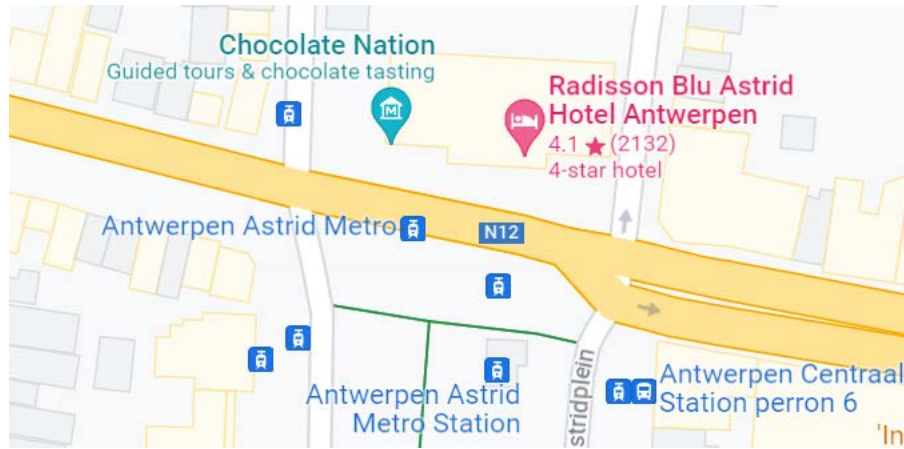
No more queuing to pick up your One-on-One Meeting Schedule! Existing users must un-install and re-download to update their current version. New users can search “WCA Events” in the Apps Store and Play Store or scan one of the below QR Codes.



### Features:

- Schedule One-on-One Meeting Appointments
- View your One-on-One Meetings schedule (no need to pick up paper version)
- Conduct text chats with other members at the conference venue
- View Attendee profiles
- View Conference Agenda
- View One-on-One Floor Plan
- Emergency Contacts
- Latest Announcements

## EVENT LOCATION



Address: Koningin Astridplein 7B, 2018 Antwerpen, Belgium  
Phone Number: +32 3 203 12 34

Website: <https://www.radissonhotels.com/en-us/hotels/radisson-blu-antwerp-astrid>

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### Gala Dinner

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The Dinner will be held offsite at Horta Grand Cafe & Art Nouveau Zaal.

The shuttle bus will start from Radisson Blu Astrid Hotel Antwerp at 18:30 sharp and return trips from 22:00.



If you miss the shuttle bus please take your own transportation, but do not forget your badge!



Address: Hopland 2, 2000 Antwerpen, Belgium  
Phone Number: +32 3 203 56 60

Delegates must choose type of main course upon entry at the dinner venue by picking up ONE card only (pictured below).

A live band will entertain the guests during the gala dinner.

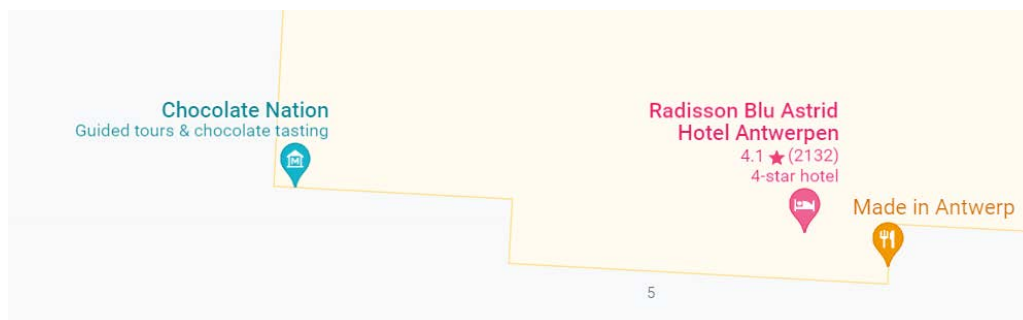
 <p><b>BEEF</b></p> <p>Place this on the table in front of your seat so that serving staff know which main course to serve to you</p>	 <p><b>FISH</b></p> <p>Place this on the table in front of your seat so that serving staff know which main course to serve to you</p>	<p>VEGETARIAN</p> <p>(do NOT pick up a card – you must seat yourself at a table designated as INDIAN VEG. Communal style dining)</p>
<p>Menu</p> <p><u>FIRST COURSE</u></p> <p>Pulled chicken / Avocado / Mango / Red cabbage / BBQ mayonnaise</p> <p><u>SECOND COURSE</u></p> <p>Gazpacho with Mozzarella Cold soup of tomatoes and cucumbers</p> <p><u>MAIN COURSE</u></p> <p>Tournedos of veal with cauliflower salsa / seasonal greens / Pomme gratin / Poultry gravy</p> <p><u>DESSERT WITH THE COFFEE</u></p> <p>Bombe Tiramisu</p>	<p>Menu</p> <p><u>FIRST COURSE</u></p> <p>Pulled chicken / Avocado / Mango / Red cabbage / BBQ mayonnaise</p> <p><u>SECOND COURSE</u></p> <p>Gazpacho with Mozzarella Cold soup of tomatoes and cucumbers</p> <p><u>MAIN COURSE</u></p> <p>Salmon fillet / Spinach / Puree of garden herbs / Hollandaise sauce</p> <p><u>DESSERT WITH THE COFFEE</u></p> <p>Bombe Tiramisu</p>	<p>Menu</p> <p><u>FIRST COURSE</u></p> <p>Bulgur / Garden herbs / Asparagus / Pickled vegetables / Cherry tomato / Herb oil</p> <p><u>SECOND COURSE</u></p> <p>Gazpacho with Mozzarella Cold soup of tomatoes and cucumbers</p> <p><u>MAIN COURSE</u></p> <p>Tortellini of sun-dried tomato / Fine vegetables / Spinach gravy</p> <p><u>DESSERT WITH THE COFFEE</u></p> <p>Bombe Tiramisu</p>

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### Farewell Cocktail

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The Farewell Cocktail will be held offsite at Chocolate Nation (Octave) Located next to Radisson Blu Astrid Hotel from 18:30 – 21:00 on Saturday, 3 June 2023 and delegates must pre-register on the conference website.



Address: Koningin Astridplein 7B, 2018 Antwerpen, Belgium  
Phone Number: +32 3 207 08 18

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## Sponsor Gifts

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Sponsor Gifts will be given away during the Gala Dinner on Friday, 2 June 2023.

Please make sure you attend the Gala Dinner to receive a Gift if you are a sponsor for this event!

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## WCAWORLD CONTACTS

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WCAworld representatives are available 24 hrs. For urgent assistance please contact us. We will be happy to assist you.

WCAworld Staff	Position	Phone
Dan March	CEO	+44 7921 038 568
Bruce Cutillo	General Manager, WCA Projects & Dangerous Goods Networks	+66 89 892 4575
Erwin van der Genugten	Regional Manager Europe - WCA Managing Director - EGLN	+31 6 27072470
Mandy Warren	Personal Assistant to CEO	+44 7736 034153
Pui	Conference Supervisor	Local Number in BE <b>TBA</b>

For additional information please contact [conference@wcaprojects.com](mailto:conference@wcaprojects.com)