**Dear BP Gent visitor,**

Here some guidelines that are to smoothen your travel/meeting arrangements for trip to

**BP Gent area & office, BP EUROPA SE - Langerbruggekaai 18, 9000 Gent
(+ 32 9 257 32 11)**

and some (HSSE) recommendations for a safe & pleasant stay with us in Ghent.

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1° a) BELGIAN ARRIVAL / DEPARTURE LOCATIONS (for travellers by plane, by train)
 b) ROUTE DESCRIPTION TO BP GHENT (for travellers by car)

# 2° BP GHENT PREFERRED HOTELS – 4 stars category

3° BP GHENT PREFERRED TAXI COMPANY : Limo Saelens

 info@limosaelensgroup.be

 (+32) 0475 27 89 36.

4° LETTER OF INVITATION for visa application

# 5° HSSE Recommendations

* EMERGENCY NUMBERS & KEY CONTACTS, office Gent
* SAFETY IN HOTEL
* SAFETY AT PLANT :
- pre announcement for badge registration
- plant tour and personal protective equipment info
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6° LUNCH AT BP & DINNER IN GHENT

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| **1° a) BELGIAN ARRIVAL / DEPARTURE LOCATIONS**Airport (nearest) : Brussels National Airport, 1930 Zaventem, ‘BRU’  <http://www.brusselsairport.be/en/passngr/schedules/> ± 80 kilometres driving from Ghent area Railway stations : **Brussels Midi** (Eurostar connection)  <http://www.eurostar.com/uk-en/train/timetablesAV> FONSNY/FONSNYLAAN, 47B - 1060 BRUXELLES ± 70 kilometres driving from Ghent area  **Ghent**  (Intercity connections) - Ghent St. Pieters Railway station (from Brussels) - Ghent Dampoort Railway station (from Antwerp, Netherlands) <http://www.belgianrail.be/en/Default.aspx>Depart/Arrival from **Railway stations in France - Lille** is possible too, but less done:(about 1h – 1h15 minutes driving to/from BP Gent)**Gare de Lille Europe** (Eurostar) Adresse: 1 place François Mitterrand 59777 EURALILLE <https://www.b-europe.com/Travel/Practical/Station%20information/Lille>**Gare de Lille Flandres** (terminusfor SNCF Intercity and regional trains).Adresse: Place des Buisses, 5900 Lille<http://www.gares-sncf.com/fr/gare/fradj/lille-flandres>For taxi pick up service arrangements – see details further |
| **1° b) ROUTE DESCRIPTION FOR TRAVELLERS BY CAR*****ANTWERP ---> BELGIUM LUBES PLANT  GENT***- Coming  from Motorway E17  take N 49 (R4 – exit Rotterdam) direction of Gent, Zelzate.    (this is just after the tunnel)-  Keep following R4 until you reach Zelzate.- Go through the tunnel and take right (direction Gent), go through the second tunnel and follow R4   (direction Gent)- At 3rd traffic lights, go left (marked ‘’ferry boat Langerbrugge’’).- Drive all the way until the end (you passed the railway), at T-junction go left, direction Doornzele  (= Langerbruggekaai).- Keep following the road along the water.- After +/- 3 km you will reach our plant. (on the way you will pass Kronos / Sadaci).***BRUSSELS ---> BELGIUM LUBES PLANT GENT*****Motorway E40 Brussels – Oostende**- Take the exit 14 – “Expo  -Zelzate”; Keep left and follow direction Zelzate- Go straight on to roundabout (on your right you’ll pass the Holiday Inn hotel)- On the roundabout take 1st exit = direction “Eeklo – Zelzate”- Keep following this road (R4) (water on your left) for several km.- Cross the water over bridge and go straight on- The road becomes “Industrieweg”- At traffic lights (crossing Wondelgem/Sbat at your left) follow straight on - Go straight on (direction Zelzate) at next crossing (Mac Donalds on your left) and pass the bridge- At next traffic lights go right (= Langerbruggestraat) until the end. - At T-junction go right (pass railway) and drive until next crossing.- Go left there is Langerbruggekaai- After +/- 3 km you will reach the plant. (on your left you will pass Van Hoorebeke / Timber /   Visser & Smit Hanab / Sadaci / Kronos / De Rijke).or   **Motorway E40 Brussels-Gent**- Keep following and take exit Merelbeke  and follow direction Gent Zeehaven.  (direction Zelzate)  - Keep following until the end.- At the T-junction (Eurosilo in front of you) turn right = Zeehaven Noord (direction Zelzate)   +/- 2 km further, turn left (you see the Volvo plant at the left) = direction Veer Langerbrugge.- Follow this road (pass Honda plant) and go to the ferry.- Take the ferry (for free). Once off the ferry, drive straight on, (+/- 150 m), go over bridge and turn   right, direction Zelzate (= Langerbruggekaai).- Keep following the road along the water.- After +/- 3 km you will reach our plant (on the way you will pass Visser & Smit Hanab / Kronos / Sadaci).***CALAIS --->  BELGIUM LUBES PLANT GENT*****Motorway E17 direction Kortrijk -> Gent**- Take the exit “Gent Zeehaven” and drive down that motorway R4 until the end  - At T-junction : follow Zeehaven-Noord (= turn right)- +/- 2 km further, you see Volvo at the left side, turn left to take the ferry (= "Langerbrugge")- Take the ferry. Once off the ferry, drive straight on, over bridge turn right, direction Zelzate. - After + 3 km you will reach our plant. (on the way you will pass Visser & Smit Hanab / Sadaci / Kronos).**Via the motorway E40 direction Oostende -> Gent** - At the big crossing in Gent with the E17, take the direction Antwerp and follow as above. |