



EUROPEAN COMMISSION
Employment, Social Affairs and Equal Opportunities DG

Social dialogue, Social rights, Working conditions, Adaptation to change
Social dialogue – Industrial relations

Brussels, - 06.12.06 019158
EMPL/F1/ FZ/lth D 2006

Mrs. Carola FISCHBACH-PYTTEL
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General Secretary
HOSPEEM
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Subject: Plenary meeting of the Social Dialogue Committee in the Hospital sector.

Dear Madam, dear Sir,

We are pleased to invite you to the above-mentioned meeting to be held on:

**Tuesday, 19th of December 2006
from 09.30 to 17.30**

at the following address: **Hotel BEDFORD – Rue du Midi 135 – 1000 Brussels –**
The draft agenda is enclosed.

Simultaneous interpretation has been requested for the following languages: FR-EN-DE-IT-SE-EL (active). **I would be grateful if you could check if all languages will be used and confirm this to our Unit.**

The Commission will reimburse **travel and subsistence expenses** up to a maximum of 25 EU representatives per delegation (employers and workers) in accordance with the rules enclosed in this letter.

In addition, two Bulgarian and two Romanian observers may be reimbursed for their participation (one representative per country and side of industry).

Please send a list of **all the participants** to my unit at least one week before the meeting.

Yours sincerely,

Jackie MORIN
Head of Unit

- Encl.:1. Reimbursement of allowance for travel and subsistence expenses
2. Financial information sheet (by e-mail only)
3. Draft Agenda