



## Welcome to the European Bioinformatics Institute!

**Our address:** EMBL-EBI  
Wellcome Trust Genome Campus  
Hinxton  
Cambridgeshire, CB10 1SD.

It should be stressed that we are **not in** the actual city of Cambridge, but 10 miles outside of it, to the south.

### **Accommodation**

We recommend booking at our on-site accommodation at the Wellcome Trust Conference Centre, which provides a high level of comfort (3\*) with free wireless internet, set in lovely parkland surroundings.

**Wellcome Trust Conference Centre** (<http://www.wtconference.org.uk/>), Tel: +44 (0) 1223 495000, Fax: +44 (0) 1223 495114, Email: [reception@wtconference.org.uk](mailto:reception@wtconference.org.uk)

or at The Red Lion which is 2 minutes walk from campus and has 8 rooms available.

**The Red Lion** (<http://www.redlionhinxton.co.uk>), Hinxton, Cambridgeshire CB10 1QY, Tel: +44(0) 1799 530601.

Alternatively you can contact Caroline Crossley the Reservations Manager at **HotelRes** (<http://www.hotelresuk.com>) on Tel: +44 (0) 845 0200350 or email: [caroline.crossley@hotelresuk.com](mailto:caroline.crossley@hotelresuk.com). Please advise her that you are visiting the EMBL-EBI and she will be able to arrange accommodation in the area to suit your requirements.

### **Travelling to the EBI:**

We are approximately 25 minutes from central Cambridge by car (please see map below).

#### **Arrival by car:**

From the South: leave the M11 at junction 9 and take the A1301 towards Cambridge. From the Stump Cross roundabout system take the first left (about 800m). At the next small roundabout follow the signpost for "Genome Campus".

From the North: leave the M11 at junction 10 (note that M11 junction 9 is restricted and accessible from the south only). Travel a mile or so in the direction of Saffron Walden to a roundabout and take the third exit (A1301 towards Saffron Walden). Pass two turnings to Hinxton, and take the next right, a small roundabout, signposted to "Genome Campus".

- [Directions to the EBI using Google Maps](#)

There is plenty of free parking for visitors.

#### **Arrival by train**

If travelling from London Liverpool Street, Stansted Airport or Cambridge, we recommend that you arrive at Audley End or Whittlesford Parkway train stations. For train timetables please see:

<http://www.nationalrail.co.uk/>.

Once at a station you should call one of the local taxi firms listed below and arrange a transfer to EBI (15 minutes from Audley End, 5 minutes from Whittlesford). It's possible to walk to the campus from local train stations at Whittlesford and Great Chesterford station (also on the London Liverpool Street line).

#### **Walking from Whittlesford Station - (about 30-50 minutes' walk)**

Leave the Whittlesford station from the exit on the side of the tracks next to the station building. There is only one road away from the station on this side, so follow this until you reach a junction. TURN left, after about 50 metres you will come to a staggered junction across a main road. Cross the main road and continue on the road opposite. You will pass a Volvo Truck Depot on your right. Continue on this road into Duxford Village.

You will pass The John Barleycorn Pub on your right. Continue until you reach a junction signposted to Hinxton left (1.25 miles). Take this left turn to Hinxton. After a few hundred metres, the road passes between factory buildings (CIBA), with the CIBA sports and social club on your left. Follow the road to

Hinxton Village. Before reaching Hinxton, you will cross two railway lines (a goods siding and the London-Cambridge main-line), and a river. In Hinxton Village, you will come to a T-junction.

TURN right and walk through the centre of Hinxton. You will pass the Red Lion Pub on your left, before reaching another T-junction. The (Back) entrance to the Wellcome Trust Genome Campus is directly opposite you. Follow the road into the campus. You will pass between the old Hinxton Hall building on your left and the Conference facilities on your right.

### **Walking from Great Chesterford station - (about 35-45 minutes' walk)**

Follow the lane out of the station and turn left and again immediately left, following the sign towards Ickleton. Cross the rails and follow the road under two large road bridges into Ickleton. By the bus stop, at the first intersection, turn right past the small "Cost cutters" shop (this is "Church street"). Follow the bend around the church and take "Mill lane" to the right. At the end of Mill lane, use the pedestrian rail crossing over to the wetland reserve on the Genome Campus area. Follow the footpath left towards the campus.

For bikers, follow the directions above, but don't go into Mill lane. Instead, go straight and follow "Brookhaptton street" out of the village. You will notice a cemetery on your left as the road turns 90 degrees to the right. Cross the rails and the bridge and by the next intersection you will have the north entrance to the Genome Campus on your right.

### **Arrival by air**

The closest airport to the EBI is London Stansted.

<b>Airport</b>	<b>By car *</b>	<b>By public transport</b>
London Stansted	30 minutes, <b>pre-book taxi</b>	30 minutes (train to Cambridge)
London City	50 minutes, <b>pre-book taxi</b>	3-4 hours
Luton	50 minutes, <b>pre-book taxi</b>	3-4 hours
Heathrow	> 2 hours, <b>pre-book taxi</b>	3-4 hours
Gatwick	> 2 hours, <b>pre-book taxi</b>	3-4 hours

\* Approximate travel times only

If arriving at Heathrow, Gatwick or Luton airport, we advise that you arrange a car to meet you – **pre-book** through Mid-Anglia or Cambridge Connections for the best rate (details are below).

### **Arrival by bus**

Buses operate from many cities and every airport (except London City airport) to Cambridge or Stansted airport. If you are travelling from Heathrow or Gatwick airport to Cambridge – the easiest way is to take the National Express bus to Cambridge. For information on buses and to book your ticket online see:

<http://www.nationalexpress.com/home/hp.cfm>

<http://www.gobycoach.com/>

There is a bus stop outside the EBI (Hinxton Red Lion), the timetable information for the Citi 7 bus can be found below, but this is a limited service.

<http://www.cambridgeshire.gov.uk/transport/around/buses/atoz.htm?L=H&Loc=Hinxton>

### **Taxis/Private hire cars**

Please find below contact numbers for some local taxi companies we recommend:

[Checker Cars](#) operates Stansted taxis to and from London Stansted Airport and runs a reservation desk on the international arrivals concourse. Payment can be made at the time of booking (by credit or debit card) or in cash to the driver. Fares are quoted before the journey.

Private cars: Mid-Anglia: +44(0)1223-836000, [bookings@midangliaprivatehire.co.uk](mailto:bookings@midangliaprivatehire.co.uk)  
Cambridge Connections: +44(0)1223-566654

Taxis companies: Walden Cabs, tel: +44 (0)1799 500500 (ideal for Audley End/Whittlesford Parkway)  
Select Cars, tel: +44 (0)1799 525500 (ideal for Audley End/Whittlesford Parkway)  
Abel Cars, tel: +44 (0)1799 513313 (ideal for Audley End/Whittlesford) or tel: +44 (0)1223 513313 (from Cambridge)

If you use one of these recommended companies, a taxi from Cambridge - Hinxton, or Stansted - Hinxton costs approximately GBP 30. If you take an unbooked taxi from the airport, this could cost GBP 60.

Private cars must be **prebooked**.

## **Once at The Wellcome Trust Genome Campus**

### **When you arrive at the EBI**

When you arrive at the main gate to the Genome Campus, you will need to report to the visitor centre (building to the left of the main gates) to sign in. Once you have signed in (and had your photo taken) the security desk will contact the EBI receptionist to advise us that you have arrived and direct you to the EBI reception area where you need to advise them of your arrival. This process can take up to 10-15 minutes.

If you are staying at the onsite accommodation, please advise security and they will direct you to the reception area of the Wellcome Trust Conference Centre.

### **Onsite refreshments**

Most workshops and courses include refreshments and these are typically served outside the training/meeting room. Food and drinks can be purchased onsite from the DiNA and Murray's restaurant (see campus map below).

### **Internet**

Wireless internet tokens can be collected from the EBI reception.

### **No Smoking Policy**

The Genome Campus has been designated as a non-smoking environment. Smoking is not permitted within any buildings on the campus. Smoking outside is only permitted in certain designated smoking areas on the Campus.

### **Power adaptors**

The power supply in Britain is 230/240 volts. Sockets accept only three-(square)-pin plugs, so an adaptor is needed for continental European and US appliances. A transformer is also needed for appliances operating on 110-120 volts. The EBI have a small stock of European to UK power adaptors but we recommend you bring your own.

### **Currency**

The unit of currency in the UK is GBP (£). The Genome Campus has a cash machine (ATM) onsite, this is located in the Murrays building. Please see the campus map below #6.

There are banks in Sawston, Duxford and Saffron Walden, and the nearest Lloyds cash machine is at the BP Service station, 2 miles from the site.

Payment – cash, debit card, credit card and cheques are widely accepted. Smaller shops and hotels may only take cash or cheques. When paying by cheque you usually have to show a cheque guarantee card. Debit cards usually have Switch or Solo written on them. When using a debit or credit card to pay in shops etc you will not be asked for your pin number.

### **Communication**

The traditional red phone boxes are now rare; instead kiosks come in a wide variety of designs and colours. Coin-operated phones take Most payphones accept 10p, 20p, 50p & £1 coins, but card-operated phones are often more convenient. British Telecom phone cards are available in most newsagents or grocers. Calls from hotels are expensive.

*Dialling codes:* The UK international dialling code is +44 and the area code for London is (0)20.

We now have Internet as well as normal telephone boxes in London. The photo above shows a blue internet phone box with a red 'normal' phone box behind.

### **How much does a phone call cost?**

The minimum fee is 40p (forty pence). Local and National calls are charged at 40p for the first 20 minutes, then 10p for each subsequent 10 minutes or portion thereof.

### **Credit and Debit cards**

To make a call using a Credit/Debit Card, swipe the card through the card reader on the phone and follow the instructions. Call prices - 20p per minute. Minimum fee £1.20 (includes £1 connection charge) for Local and National calls.

### **International Calls and calls to phone mobiles**

The minimum fee is £1.20 (includes £1 connection charge).

### **International Phone Cards**

Pre-paid phone cards can be bought from selected newsagents, off licenses and convenience stores or internet cafes. They are sold in denominations of **£5, £10, £15** and **£20**. The card will be pre-charged to the value shown on the card face.

## **Posting a Letter**

Post offices are open Mon-Fri 09:00-17:30, Sat 09:00-13:00. A first class letter posted by 18:00, should arrive the next morning within the UK - check the 'last posting times' on the red postboxes.

Stamps can be bought individually at post offices or in books of four or ten at newsagents, off-licences and groceries.

Whilst onsite at the WTGC, stamps can be purchased from the onsite DiNA and if first or second class stamped mail is handed to the EBI receptionist before 15:30 it will be posted that day.

## **EMERGENCIES**

### **Onsite**

There is a number of staff on the Wellcome Trust Genome Campus trained in first aid. Should you need to contact a first aider during your visit to the EBI please contact the reception desk dialling **4444** from any internal phone.

The Conference Centre - should be contacted on **5000** for the duty first aider. The Security team are also fully trained and can be contacted on **3333**.

All accidents should be reported to individual institutes safety teams/representatives.

### **Offsite**

The Emergency Numbers in the UK are 999 or 112.

The operator will ask which service; Ambulance, Fire, Police, Mountain Rescue or Coastguard; you require.

In the event of a member of your party being injured or becoming ill, request an Ambulance. Tell the operator any additional information that may help them get the best assistance to you. Ambulance services are staffed by highly trained paramedic teams. They provide on-the-spot emergency medical assistance and if necessary they will take the injured or ill person to the nearest emergency medical centre. In the UK, all major emergency medical centres will be signed as Accident and Emergency (A&E) or Emergency Department.

The National Health Service (NHS) provides ambulance and medical care, free at the point of contact. All European Union citizens visiting or residing in the UK are entitled to this level of treatment. You will be required, at some point, to provide evidence of your nationality or your EHIC, so as to avoid being charged.

Non-EU visitors and residents will be treated, regardless of ability to pay in an emergency, but the NHS is now aggressively pursuing outstanding bills from those not entitled to free care. It is therefore essential to have comprehensive travel insurance when travelling to the UK.

### **Fire Information**

We typically have a fire alarm test on a Wednesday morning, if you hear it any other time please assume it is not a test. On hearing the alarm you should evacuate the building by the nearest emergency exit. You should not stop to collect belongings and you must wait for the "All Clear" from the appointed Institute Coordinator, Assembly Warden or a member of the Security team, who will be under instruction from the fire service, before entering back into the building. The EBI assembly point is on the main field between the Sanger building and the Wellcome Trust conference centre (please see the campus map below).

## **Other helpful Information**

### **CAMBRIDGE**

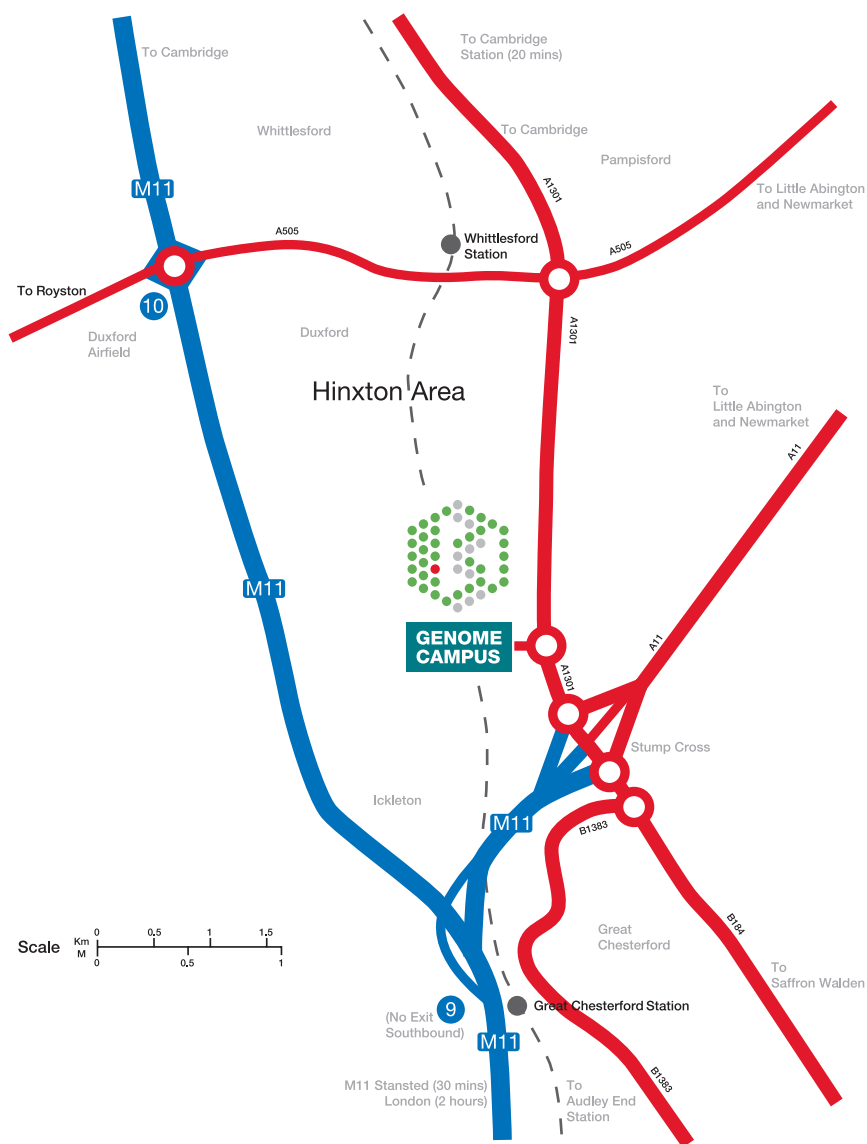
The city of Cambridge has a couple of informative web pages. It would be immensely useful to scan the official Cambridge Area Guide (<http://www.cambridge.co.uk/>) before your visit; the site contains straightforward, no-frills listings of all the possible places to shop, eat, and stay overnight, as well as links to assist you in making reservations. If you're a lost traveller looking for a little more guidance, try <http://www.cluelessaboutcambridge.co.uk> which provides detailed maps of every location it reviews.

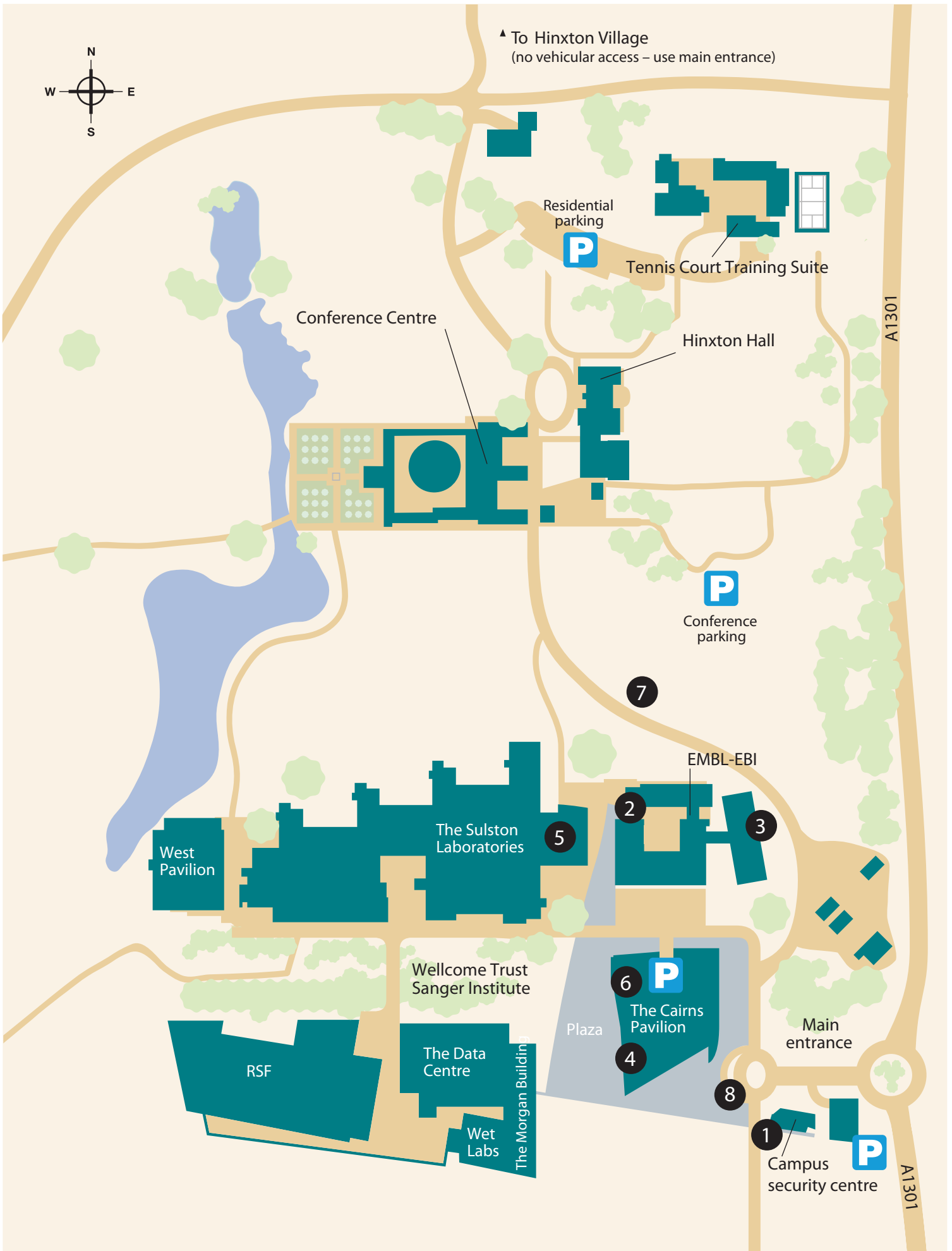
The Cambridge Tourist Information Centre (<http://www.visitcambridge.org>) is located on Wheeler Street. It's open Monday-Saturdays from at least 09:00 -17:00 (it stays open later during the tourist season of March to October), and is also open on Sundays and holidays from 10:30 -15:30. The Centre offers guided tours of the University and its component colleges - you can buy tickets there starting 24 hours before your tour begins. It's also a good place to pick up special-interest brochures, postcards, and basic souvenirs. If you wish to contact the Centre before you arrive in Cambridge, e-mail [tourism@cambridge.gov.uk](mailto:tourism@cambridge.gov.uk)

The Cambridge City Council (<http://www.cambridge.gov.uk/ccm/portal>) also has an informative web site. The Council provides information about local issues that are often quite relevant to tourists, and offers online links to maps.

Opening hours – most shops are open Monday to Friday 9-5.30, with shorter hours on Saturday. Few shops open on Sunday outside London, and have restricted hours (for example 10-4). Only small shops or shops in rural areas close at lunchtime or have a half-day on Wednesday.

# How to find us





- |                                 |                               |                      |  |
|---------------------------------|-------------------------------|----------------------|--|
| <b>1</b> Campus security centre | <b>3</b> EBI IT training room | <b>5</b> DiNA        | <b>7</b> Taxi collection point                 |
| <b>2</b> EBI reception          | <b>4</b> Murray's restaurant  | <b>6</b> ATM machine | <b>8</b> Campus shuttle bus pick up / drop off |