

3rd CRESTING TRAINING WORKSHOP

‘Public Sector and the Circular Economy’



22nd to 27th September 2019, Lisbon, Portugal

Venue:

Ministério do Ambiente e Transição Energética / Ministry of the Environment and Energy
Transition
Rua de “O Século”, 63, 1200-433, Lisbon, Portugal

Organised by CENSE, Center for Environmental and Sustainability Research
NOVA School of Science and Technology, NOVA University Lisbon



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Environment and Energy
Transition*



**REPÚBLICA
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TRANSIÇÃO ENERGÉTICA

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1. About the third workshop

1.1 Aim and scope

The 3rd workshop of the MCSA-ITN funded project titled “Circular Economy: sustainability implications and guiding progress (CRESTING)” will be held from the 22nd to the 27th of September in Lisbon, Portugal. This workshop is a core part of the Doctoral training (second year) of 15 PhD researchers based throughout Europe. The Center for Environmental and Sustainability Research (CENSE), NOVA School of Science and Technology, NOVA University Lisbon (FCT NOVA) is the host institution.

The central theme of the workshop is “Public Sector and the Circular Economy (CE)” and aims to highlight the achievements and challenges of the Portuguese public sector regarding CE related policies, projects and practices. To support the central theme, the workshop will also explore the links between public and private sector CE initiatives. These examples will demonstrate real life cases of CE policy-to-practice for all CRESTING members, in a dynamic and interactive setting.

The secondary theme of the workshop is academic publishing. As the first year of Doctoral training comes to an end, the researchers are working towards public dissemination of their initial results. The idea and aim of the session is to share research ideas and to have discussions regarding research approaches, methodologies and results from draft articles of the ESR’s research. This will facilitate mutual learning in and between the different project Work Packages. This session will utilise the knowledge and resources of senior members of the CRESTING network to train researchers in writing, editing and submitting academic articles for publishing. Finally, the workshop will also include additional training sections on participatory research methods, design thinking and a field trip on CE good practices.

1.2 Host institution (CENSE & FCT NOVA)

The NOVA School of Science and Technology (FCT NOVA) is located at the Campus of Caparica. It is one of the most prestigious Portuguese public schools of engineering and science and is part of the NOVA University Lisbon. The campus is engaged in extensive research activity conducted in 14 departments and in 16 research centers, involving a total enrolment of about 8000 students (600 PhD students), 430 academic staff and 530 researchers. FCT NOVA has several key foreign universities partners, such as the Massachusetts Institute of Technology (MIT), the University of Carnegie Mellon and the University of Texas at Austin, to offer some of its advanced study programs.

One of the research centers of FCT NOVA is CENSE. CENSE is devoted to the promotion of interdisciplinary research in environmental sciences and engineering, focusing in the interaction between human and ecological systems, to promote sustainable development. It is the research branch of a wider organization including researchers, students and staff from the Environmental Sciences and Engineering Department (DCEA) of FCT NOVA, plus a number of other affiliated organizations (teaching and research, business and public organizations). According to the last international evaluation results, managed by the Portuguese Foundation for Science and Technology (FCT), CENSE was awarded with *Excellent* (the maximum score), recognizing the high quality of the work developed in the different research areas, its scientific and social relevance, and also the great team spirit.

1.3 Organising Committee



Tomás B. Ramos

Professor

CENSE / NOVA School of Science and Technology
NOVA University Lisbon



Sandra Caeiro

Professor

CENSE / NOVA School of Science and Technology
& Universidade Aberta



Cristina Rocha

Researcher

CENSE / NOVA School of Science and Technology
& National Laboratory of Energy and Geology (LNEG)



Hinrika Dröge

PhD Researcher

CENSE / NOVA School of Science and Technology
NOVA University Lisbon



Katelin Opferkuch

PhD Researcher

CENSE / NOVA School of Science and Technology
& Universidade Aberta



Natacha Klein

PhD Researcher

CENSE / NOVA School of Science and Technology
NOVA University Lisbon



Mahsa Mapar

Postdoc Researcher

CENSE / NOVA School of Science and Technology
NOVA University Lisbon

1.4 FCT NOVA Project Manager



Sara Almeida

Head of International Funds and ITT Unit
Nova.id.FCT

1.5 Invited speakers

Ana Malvaut



Ana Malvaut is a post-doc researcher working at the Associate Laboratory for Green Chemistry (LAQV) that is part of REQUIMTE, Network of Chemistry and Technology created by researchers from the NOVA University Lisbon and University of Porto. She holds a PhD in the areas of climate change, chemical contaminants in marine organisms, bioaccumulation, ecotoxicology and public health impacts.

Cristina Rocha



Cristina Rocha is a researcher at the National Laboratory of Energy and Geology (LNEG) which is a research institute linked to the Portuguese Ministry of Environment and Energy Transition. She is working on projects and initiatives in areas of design for sustainability, corporate social responsibility, product-service development and circular economy collaborating with private and public stakeholders in different sectors. She is also a PhD student at the NOVA School of Science and Technology in the PhD Program in Environmental and Sustainability Studies.

Elisa Vilares



Elisa Vilares is the Head of the Territorial Development and Urban Policy Division at the Directorate-General for the Territory (DGT) since May 2013. DGT is a central service integrated in the direct administration of the State, under the Portuguese Ministry of the Environment and Energy Transition. With an academic education in architecture, and urban and environmental regeneration, she is working in the context of the Sustainable Cities 2020 Strategy as well as in the framework of the National Program of Spatial Planning Policy (PNPOT).

Guilherme Victorino


Guilherme Victorino is an invited assistant professor in Design Thinking and Innovation, Change and Knowledge Management at NOVA Information Management School (IMS). He has over 15 years of experiences working as head of marketing in the healthcare, telecommunications and media sectors and had the opportunity to work on new approaches to innovation and change management for specific organizational challenges at commercial level in leading companies in Portugal, Brazil and the United States. He is also coordinator of the Design Thinking course at the NOVA Doctoral School.

Inês Costa


Inês Costa is a circular economy specialist working as a consultant for the Portuguese Ministry of Environment and Energy Transition supporting the development of public policies and initiatives in the context of the Circular Economy Action Plan for Portugal (PAEC). With an academic background in industrial ecology, she has ten years' experience supporting projects with private and public stakeholders in several areas such as industrial symbiosis, waste management, circular economy strategies for companies and regions. She is currently focusing on promoting collaboration between business, public institutions and the public, to accelerate the transition towards a circular economy.

Natanael Cartaxo


Natanael Cartaxo is an Environmental Officer at the Directorate-General for National Defense Resources under the Portuguese Ministry of National Defense. With a scientific background in environmental engineering and public management, he is currently working to contribute to the definition and implementation of the Ministry of National Defense's environmental policy as well as supporting the implementation of environmental activities within the Ministry, such as environmental management systems, environment legal conformity assistance and energy efficiency initiatives.

Pedro Clemente


Pedro Clemente is a member of CENSE and PhD student in Globalization Studies focusing on transboundary protected areas effectiveness and governance. With a background in Environmental Engineering from NOVA School of Science and Technology, he has experience working in EU projects on biodiversity conservation and ecosystem services. He is a member of several research groups, networks and partnership specialized in ecosystem services. He is currently working as a researcher in a project called "Evaluation of the Use and Socioeconomic Impacts of the Rota Vicentina".

Rita Lopes


Rita Lopes is a researcher in CENSE where she is working in project management and development. She holds a PhD in Climate Change and Sustainable Development Policies. She has extensive experience in the design and conduction of collaborative approaches and tools and in particular participatory modelling, engaging different stakeholder groups in the co-creation of knowledge. Her main research interests are socio-ecological systems, ecosystem services valuation, circular economy and low carbon economies.

Sofia Cordeiro


Sofia Cordeiro is senior advisor to the Deputy Mayor for Urban Green Structure, Environment, Climate and Energy at the Lisbon Municipality. Sofia is working on designing strategic policies for water and energy efficiency, coordinating with local authorities and other green infrastructure and outreach programs. With an academic background in biology, she has also worked in areas of communication, marketing and project management for both the public and private sector. She is currently working on closing the urban water cycle in Lisbon and replacing recycled water for non-potable uses. In addition, she also contributed to the successful application of Lisbon for the European Green Capital 2020 award.

2. Program and Training Details

2.1 Program overview

Date	Location	Session 1 9:00-10:30	Coffee break	Session 2 ~11:00-12:30	Lunch	Session 3 ~13:30-15:00		Session 4 ~15:30-17:00		Session 5 ~17:30-19:00	Evening 19:30 -...
Sunday 22/09/2019	Sintra	8:30 - Meeting at the hotel lobby 10:00 - Sintra-Cascais Natural Park		Guided tour at Sintra-Cascais Natural Park		15:00 - Guided tour at National Palace of Pena, Sintra				Free	CRESTING Dinner (Pérola do Rato)
Monday 23/09/2019	Ministry of the Environment and Energy Transition	Short workshop opening by Pauline Deutz and Tomás Ramos		ESR progress presentations WP 3 & 4		ESR progress presentations WP 5		Supervisory board meeting		Free	CRESTING Dinner (Real Fábrica)
		ESR progress presentations WP 1 & 2				Advisory Board meeting & informal ESR meetings					
Tuesday 24/09/2019	Ministry of the Environment and Energy Transition	Presentations: CE in the Portuguese public administration		Roundtable: Leadership in Circular Economy- the Role of Public Sector vs. Private Sector		Presentations: CE in the Portuguese public and private sector. Overall discussion				Informal CRESTING networking session with Port wine	Free
Wednesday 25/09/2019	Ministry of the Environment and Energy Transition	Workshop introduction: Revising scientific articles and responding to reviewers		Workshop: Reviewing articles (part 1)		Workshop: Reviewing articles (parts 2 and 3)		Presentation: “Your PhD Journey”		Free	Free
Thursday 26/09/2019	Ministry of the Environment and Energy Transition	Workshop: Collaborative workshops using mix-methods (part 1)		Workshop: Collaborative workshops using mix-methods (part 2)		Workshop: Design thinking				Free	Free
Friday 27/09/2019	Alentejo Region	07:45 - Meeting in the hotel lobby 10:00 - Presentations in Auditorium of Torres do Esporão		Field visit to the winery “Esporão”		Wine Taste	Lunch			Closing session in the bus and arrival back in Lisbon 17:30	Free

2.2 Detailed program and day to day Agenda

Day 1, Sunday, 22nd September 2019 – Social-cultural Day

Main program: Visit to the Sintra-Cascais Natural Park and National Palace of Pena, Sintra, located at the UNESCO World Heritage Site Vila de Sintra

Venue: Sintra-Cascais

Time	Activity	Location
08:30	Meeting at the hotel lobby	Lobby, Lisbon São Bento Hotel
09:00	Departure by bus	Transfer
10:00	Arrival and visit to Sintra-Cascais Natural Park	Sintra-Cascais
12:30	Light lunch break at the “Bar Duna da Cresmina” and free time	Guincho, Cascais
14:15	Departure by bus	National Palace of Pena
15:00	Guided tour at National Palace of Pena	Sintra
16:30	Departure by bus	Transfer
17:30	Arrival back to Lisbon	Lisbon São Bento Hotel
19:30	CRESTING Dinner	Restaurante Pérola do Rato, Rua Alexandre Herculano, 70

Day 2, Monday, 23rd September 2019 – CRESTING Project Day

Main program: CRESTING Meetings and Discussions

Venue: Rua de “O Século”, no. 63, Lisbon

Time	Activity	Location
08:45	Arrivals at welcome desk	Venue “O Século” – First Floor
09:00	Welcome by - <i>Pauline Deutz, University of Hull, UK</i> - <i>Tomas B. Ramos, NOVA University Lisbon, Portugal</i> - <i>Susana Escária, Portuguese Ministry of the Environment and Energy Transition</i>	Sala 1
09:15	ESR presentations WP 1&2	
10:45	Coffee break	Sala 3
11:00	ESR presentations WP 3&4	Sala 1
12:30	Lunch	Sala 3
13:30	ESR presentations WP 5	Sala 1
14:30	Advisory board meeting	Sala 2
	Informal CRESTING ESR meeting	Sala 1
16:00	Supervisory board meeting	Sala 2
17:30	Closing / Free time	Nearby bar
19:30	CRESTING Dinner	Restaurante Real Fábrica, Rua da Escola Politécnica, 275

Day 3, Tuesday, 24th September 2019 – Exploring CE Policies, projects and practices

- **Main program:** Invited presentations on CE + round table discussions
- **Venue:** Rua de “O Século”, no. 63, Lisbon

Time	Activity	Location
08:45	Arrivals at welcome desk	First Floor
09:00	Opening by - Alexandra Carvalho, General Secretariat, Portuguese Ministry of the Environment and Energy Transition - Júlia Seixas, Department of Environmental Sciences and Engineering, NOVA University Lisbon, Portugal - Pauline Deutz, University of Hull, UK - Tomas B. Ramos, NOVA University Lisbon, Portugal	Sala 1
09:30	CE in the Portuguese Public Administration - Inês Costa, Portuguese Ministry of Environment and Energy Transition	
10:00	CE in cities - Elisa Vilares, General Directorate for Territory (DGT)	
10:30	Questions and discussion	
11:00	Coffee break	Sala 3
11:15	Roundtable: Leadership in Circular Economy- the Role of Public Sector vs. Private Sector - Walter R. Stahel - Product-Life Institute, Switzerland - Carmen Jaca - University of Navarra, Spain - Andrew Woodend, Department for Environment, Food & Rural Affairs (DEFRA), UK Moderator: Sandra Caeiro, Universidade Aberta, Portugal	Sala 1
12:30	Lunch	Sala 3
14:00	CE in the Local Public Administration: the Lisbon Case - Sofia Cordeiro, Lisbon Municipality	Sala 1
14:30	CE in the private Sector - Cristina Rocha, National Laboratory of Energy and Geology, Portuguese Ministry of Environment and Energy Transition	
15:00	CE in the Portuguese defence sector - Natanael Cartaxo, General Directorate of National Defence Resources, Portuguese Ministry of Defence	
15:30	Questions and discussion	
16:00	CRESTING networking with Port wine	Sala 3

Day 4, Wednesday, 25th September 2019 – Revising scientific articles and responding to reviewers

- **Main program:** Workshop on reviewing scientific articles
- **Venue:** Rua de “O Século”, no. 63, Lisbon

Time	Activity	Location
08:45	Arrivals	Venue “O Século” – First Floor
09:00	Workshop introduction: Revising scientific articles and responding to reviewers - <i>Tomas B. Ramos, NOVA University Lisbon, Portugal</i>	Sala 1
09:30	Workshop: Reviewing papers part 1	Salas 1 and 2
10:45	Coffee break	Sala 3
11:00	Workshop: Reviewing papers part 2	Salas 1 and 2
12:30	Lunch	Sala 3
13:30	Workshop: Reviewing papers part 3	Salas 1 and 2
16:00	Coffee break	Sala 3
16:15	Your PhD journey - <i>Anna Malvaut, MARE</i>	Sala 1
17:00	Closing	—

Timetable for the presentations

Time slot	Ph Candidate	Reviewer 1	Reviewer 2
Track 1: Chair Prof. Sandra Caeiro			
9:30	Martin Calisto Friant	Natacha Klein	Prof. Pauline Deutz
10:15	Kaustubh Thapa	Estephania Delgadillo	Prof. Sandra Caeiro
11:00	Coffee break		
11:15	Estephania Delgadillo	Heather Rogers	Prof. Andy Jonas
12:00	Natacha Klein	Kaustubh Thapa	Prof. Andy Jonas
12:45	Lunch		
13:45	Heather Rogers	Martin Calisto Friant	Prof. Tatiana Reyes
14:30	Malgorzata Lekan	Santiago Perez	Dr. Mahsa Mapar
15:15	Santiago Perez	Malgorzata Lekan	Dr. Mahsa Mapar
Track 2: Chair Prof. Tomás Ramos			
9:30	Kieran Campbell Johnson	Erik Roos Lingreen	Prof. Sabrina Dermine-Brulot
10:10	Tomas Santa Maria Gonzalez	Katelin Opferkuch	Prof. Andrea Raggi
10:50	Coffee break		
11:00	Anna Diaz	Hinrika Dröge	Prof. Roberta Salomone
11:40	Hinrika Droege	Tomas Santa Maria Gonzalez	Prof. Rupert Baumgartner
12:20	Lunch		
13:30	Aodhan Newsholme	Kieran Campbell Johnson	Prof. Roberta Salomone
14:10	Anna Walker	Aodhan Newsholme	Prof. Sabrina Dermine-Brulot
14:50	Erik Roos Lingreen	Anna Walker	Prof. Walter Vermeulen
15:30	Katelin Opferkuch	Anna Diaz	Prof. Walter Vermeulen

Day 5, Thursday, 26th September 2019 – Research Methods

- **Main program:** Participatory research methods and design thinking
- **Venue:** Rua de “O Século”, no. 63, Lisbon

Time	Activity	Location
08:45	Arrivals	Venue “O Século” – First Floor
09:30	Collaborative workshops using mix-methods: the case of visioning (Part 1) - Rita Lopes and Pedro Clemente, NOVA University Lisbon, Portugal	Sala 1
10:30	Coffee break	Sala 3
11:00	Collaborative workshops using mix-methods: the case of visioning (Part 2) - Rita Lopes, Pedro Clemente, NOVA University Lisbon, Portugal	Sala 1
13:00	Lunch	Sala 3
14:00	Workshop: Design Thinking - Guilherme Victorino, NOVA IMS, NOVA University Lisbon, Portugal	Sala 1
16:15	Closing	—

Day 6, Friday 27th September 2019 – Circular Economy Tour

- **Main program:** Circular Economy Field trip to Alentejo Region
- **Venue:** Herdade do Esporão, Reguengos de Monsaraz, Portugal

Time	Activity	Location
07:45	Meeting in the lobby	Lisbon São Bento Hotel
08:00	Departure by bus	Transfer
10:00	Arrival at Esporão winery, Alentejo region	Herdade do Esporão
10:00	Circular Economy in Wine Industry and Agriculture - João Barroso, <i>Sustainability at Vinhos do Alentejo</i> - David Catita, <i>Circular Agriculture at Alqueva</i> - Nuno Oliveira, <i>Circular Economy at Esporão</i>	Auditorium of Torres do Esporão
11:00	Field visit to the Winery	Herdade do Esporão
12:00	Wine taste	Herdade do Esporão
12:30	Departure by bus	Transfer
12:45	Lunch in Reguengos de Monsaraz	Restaurante Aloendro, Avenida do Alentejo, 3 A, Reguengos de Monsaraz
15:30	Return to Lisbon and Closing session from Tomás B. Ramos in the bus	Transfer
17:30	Arrival back to Lisbon	Lisbon São Bento Hotel

3. CRESTING field trip

On the final day of the workshop, Friday 27th September, the CRESTING group will leave the main venue to explore how a classic Portuguese industry, the wine industry, is implementing CE principles in its business practices. The location chosen for the tour is Herdade do Esporão facility, a winery situated in the Alentejo region of Portugal. It is approximately two hours drive southeast of Lisbon. Located in the middle of cork oak forests, the property boasts 691,9 hectares of vineyards, olive groves and other crops, all grown using organic methods.

Alentejo is a region of Denomination of Controlled Origin (DOC), with 8 subregions, a diversity of soil types and a history of wine making which dates back to before the arrival of the Romans. With support from the European Union, the Wines of Alentejo Sustainability Program (WASP) was developed to seek the integration of the entire Alentejo wine sector in a philosophy of social, environmental and economic well-being at local and regional level. The WASP program has an emphasis on the incorporation of eco-efficiency principles with the objective of promoting a more efficient use of resources, reduction and reuse of by-products thus reducing internal operating costs.

Esporão is a member of WASP and optimally manages their natural resources in order to eliminate the use of synthetic materials completely. Using natural pest management systems e.g. bats and hedgerows, the organization can maintain their organic production status. The facility has an environmental management policy based on the 3 R's: reduce, re-use and recycle, with a significant priority for waste reduction where possible. In addition to production, these principles are implemented in their purchasing and packaging processes.

The visit to Herdade do Esporão aims to demonstrate how CE principles developed and learnt in theory are being applied in a manufacturing setting. Taking what participants have learnt about CE in Portugal earlier in the workshop, the tour will display how an individual Portuguese organization may be affected by national and regional sustainability challenges.

This interactive and informative experience will close the 3rd CRESTING workshop, all whilst sampling local Portuguese products in a unique Portuguese setting.

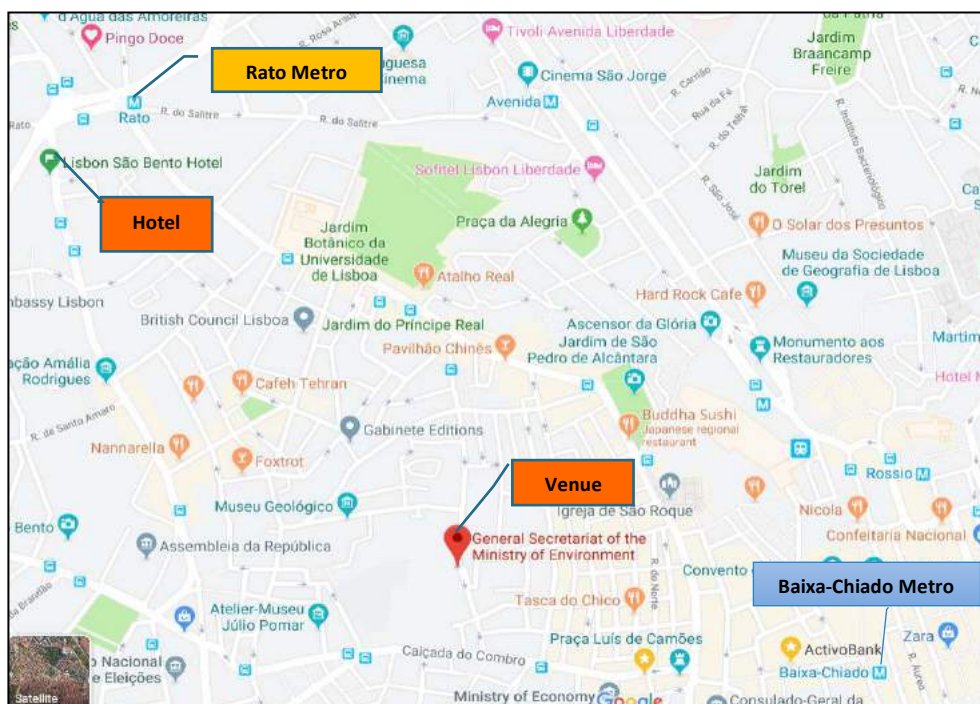


4. Venue and local information

4.1 Venue information

➤ Venue address

All sessions of the CRESTING workshop take place at the Portuguese Ministry of Environment and Energy Transition. It is located in the former historical office of the "O Século" newspaper, in the city of Lisbon, near the historic district of Bairro Alto.



- Address: Rua de "O Século", n.º 63 1200-433 Lisboa, PORTUGAL
- Telephone: (+351) 213 231 500

➤ Accommodation address

- The participants are accommodated in the Lisbon São Bento hotel, in Rato district.
- Address: R. de São Bento 347, 1269-084 Lisboa
- Telephone: (+351) 21 382 3309

• Info desk

- The info desk is located in the entrance of the venue (first floor), and it remains open along with the whole workshop for any queries related to the workshop and your stay in Lisbon.
- Registration opens on 23rd September from 08:45 onwards.

➤ Sessions

- All sessions take place in Sala 1 and Sala 2 of the first floor of the venue (Ministry of Environment and Energy Transition).

➤ **Coffee break/lunch**

- The coffee breaks, as well as the lunch, will take place in **Sala 3** which is located on the same floor.

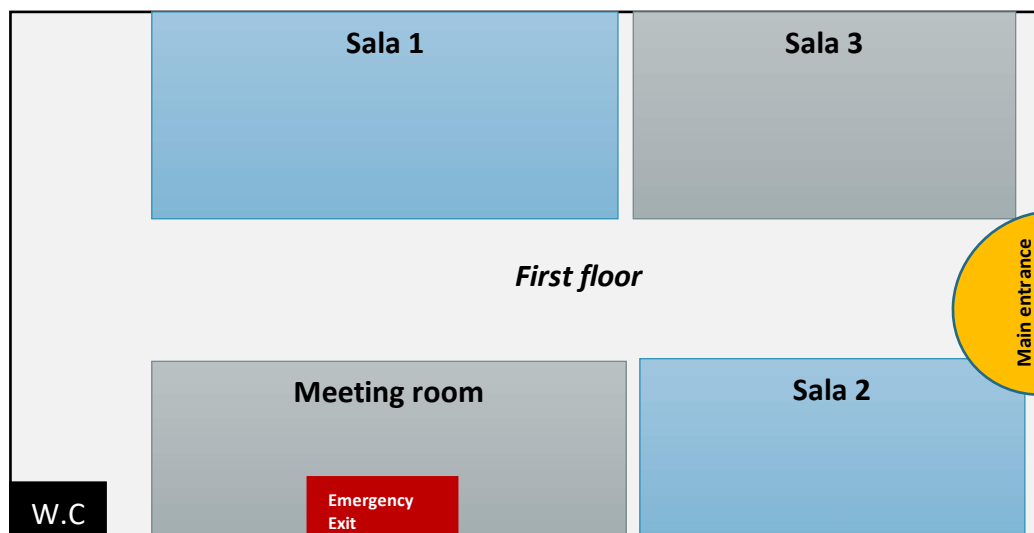
➤ **ATM**

- Near the Venue: There is an ATM near the entrance of the venue.
- Near the Hotel: There is an ATM in the (Rua Alexandre Herculano, 86)

➤ **Internet**

- You have wifi accessible throughout the whole venue. Use the following access codes provided by the location

All the mentioned areas are signed in the venue map (see below)



➤ How to get the venue from the Hotel

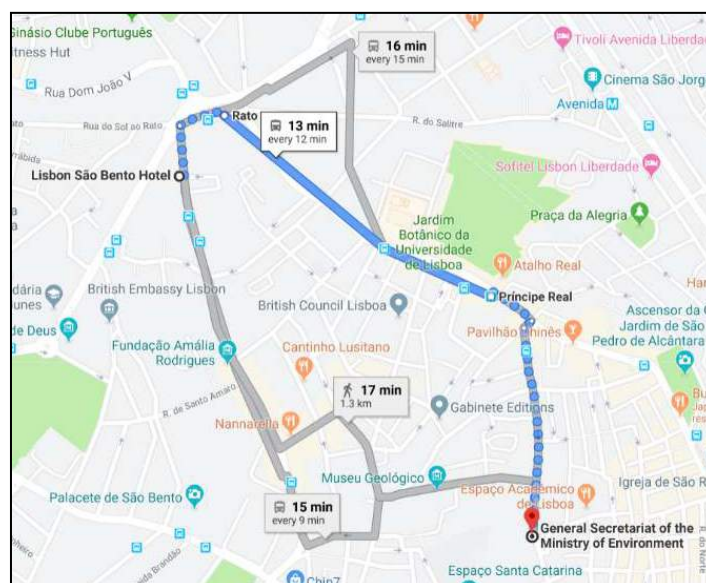
Walking:

- Via Rua de O Século and Rua da Escola Politécnica (Mostly downhill to the venue, uphill for the return) - 18 min

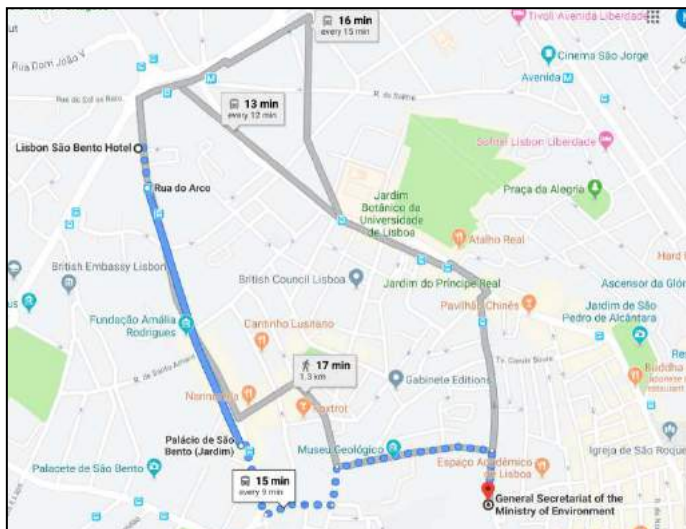


Buses and trams (Carris):

- Bus 758 or tram 24E: from Rato to Príncipe Real- Then walking for 9 min to venue



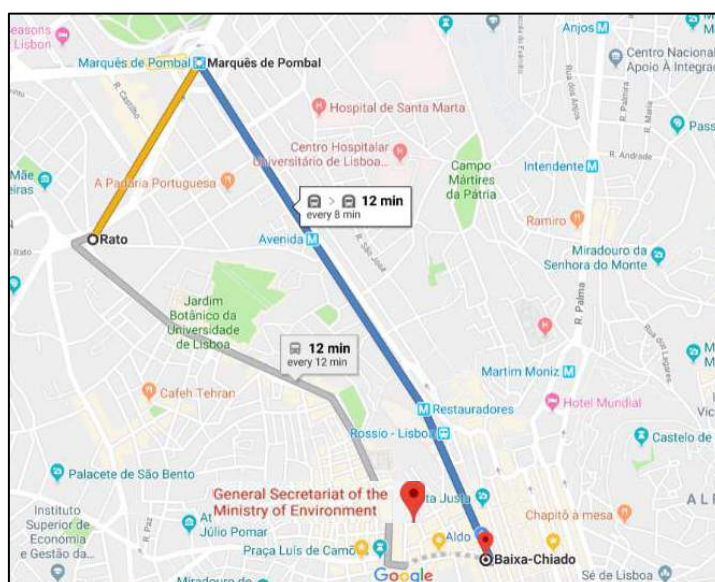
- Bus 727 / 706 : From **Rua do Arco** to **Palácio de São Bento (Jardim)** - Then walking for 11 min to venue



- **Metro**

- **Rato** (Yellow Line - Amarela) to **Baixa-Chiado** (Blue Line - Azul)

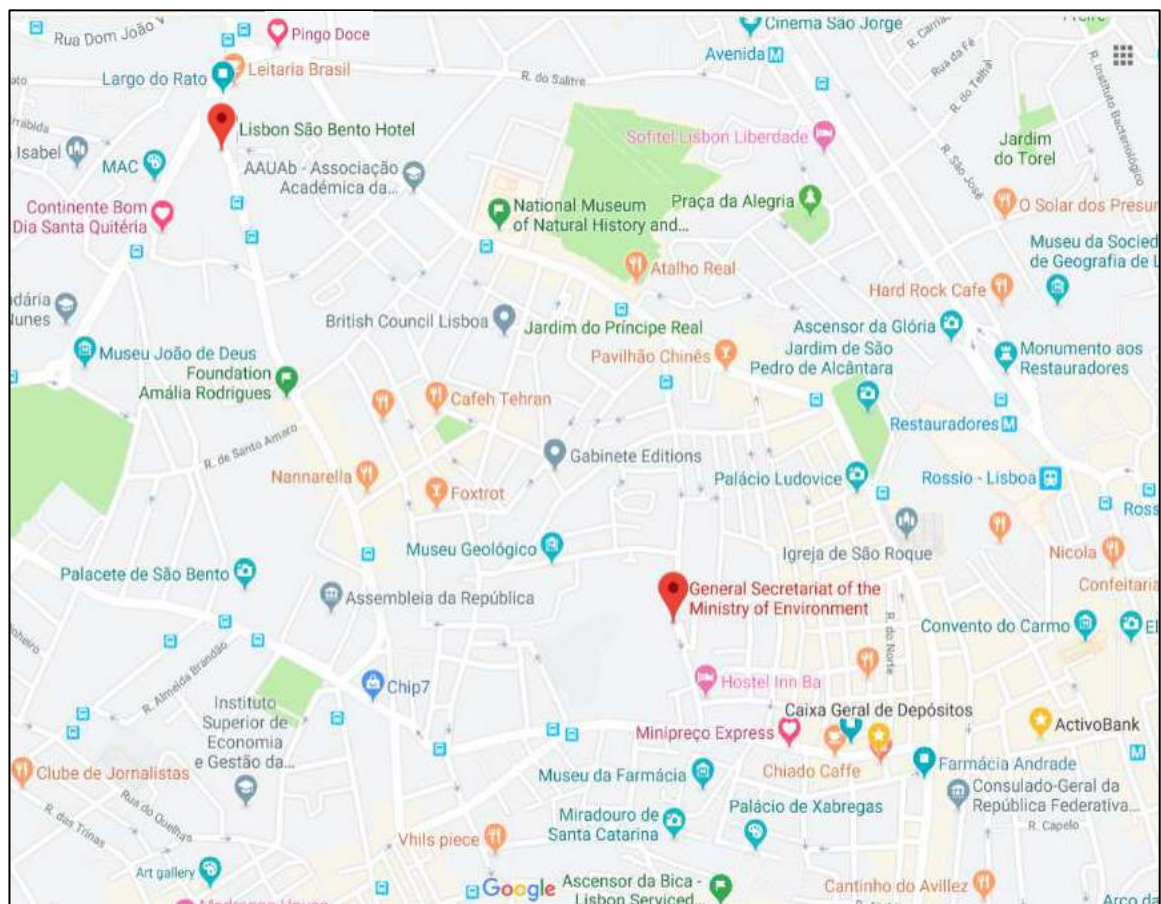
Please calculate approximately 10 min to get from the Baixa-Chiado metro station to the venue if you prefer walking. Or you can catch the tram 28 E - 2 stops (from Chiado to Santa Catarina)



4.2 Neighbourhood map

This overview shows the venue and its neighbourhood with some facilities highlighted including the following:

- Supermarkets (food & everyday needs) are marked in **pink**
- Restaurants and bars are marked in **orange**
- Points of interest such as stores and museums are marked in green
- Drug store / Pharmacy are marked in blue
- The venue and hotel are marked in red
- ATMs are marked in Yellow



Facilities in workshop surroundings (see neighbourhood map)

Shops (Supermarket food & every day needs)			
Close by	Name	Address	Working hours
Venue	Minipreço Express	Largo Calhariz 10	Mon to Sun, 8 a.m-12 a.m
Hotel	Pingo Doce	Calçada Bento da Rocha Cabral 16	-
	Continente	Travessa de Santa Quitéria 38	Mon to Sun, 8:30 a.m-9 a.m
Drug store/ Pharmacy			
Close by	Name	Address	Working hours
Venue	Farmácia Barreto	Rua do Loreto 24	Mon to Sat
	Farmácia Andrade	R. do Alecrim 125	Mon to Fri, 8 AM-8 PM Sat & Sun, 10AM-2PM& 3-7PM
Hotel	Farmácia Largo do Rato	Av. Álvares Cabral 1	24 hours
Restaurant/ Café			
Close by	Name	Address	Working hours
Venue	Tasquinha Serrana	Rua de O Século NR 12	Mon to Sun, 9 AM-11 PM
	Sinal Verde Restaurant	Calçada do Combro 42	Mon to Sun, 10AM-3:30PM 8PM-12AM
	Restaurante Pastelaria Palu's	Calçada do Combro 38G	-
	Embaixada Portuguesa	Calçada do Combro 87	Mon to Fri, 9:30AM-5PM
Hotel	Casa de Chá de Santa Isabel	Rua de São Bento 700	Mon to Fri, 11:30AM-7PM Sat & Sun, 3:30-7PM
	Crouton	Rua de São Bento 337A	Wed to Sun, 3-10PM
	Denegro	Rua de S. Bento, nº333	Mon to Fri, 10:30AM-7:30PM Sat, 10:30AM-1:30PM
	Leitaria Brasil (Pastelaria/ Café)	Largo do Rato 16a	Mon to Sat, 6AM-8PM
Bar			
Close by	Name	Address	Working hours
Venue	Rooftop styley	Calçada do Combro 78	Mon to Sat, 1PM-2AM
	BA Wine Bar Bairro Alto	Rua da Rosa 107	Tue to Sun, 6PM-11PM
Interest points/ Museum			
Close by	Name	Address	Working hours
Venue	Miradouro Santa Catarina	R. de Santa Catarina S/N (with a stunning view over Lisbon)	24 Hours
	The Ascensor da Bica	runs up Rua da Bica de Duarte Belo to Calçada do Combro	Mon to Sun, 7AM-9PM
Hotel	Foundation Amália Rodrigues	R. de São Bento 193	Tue to Sun, 10AM-6PM
	National Museum of Natural History and Science	R. da Escola Politécnica 56	Tue to Sun, 10AM-5PM Sat & Sun, 11AM-6PM

4.3 Useful local information

4.3.1 Public transport in Lisbon/ Main websites

- In Lisbon, it is possible to travel by metro (4 lines), tram, bus, train but also by boat and taxi. Buses and the metro might be the easiest options to get around the city. Buy a rechargeable card from metro ticket machines (Lisboa viagem card/Zapping card), which have English-language menus. It works on all public transports in Lisbon (Metro, Bus (Carris), Boat (ferry), Train (Comboio), and Tram). You simply load the amount of your choice on the card, and each time you use a means of transport, the balance of the card is charged.
- The price is **€ 0.50** for the Lisboa viagem card plus the price of the formula you choose with the **Zapping option**. The minimum credit that you can choose is **3 €**. The price of each trip is €1.33 with metro and €1.35 with Carris (buses and trams, with an hour-long re-entry period); also €2 with the train.
- Don't forget to validate your card in each trip (for metro both in the entrance and exit/ for bus and tram when entrance through the validation machine in the bus or tram).
- In some train stations such as Fertagus or CP (comboio de Portugal) please check the validation of your card before entrance using this machine:



Validate Machine for train



Validate Machine in the bus and tram

- The controls in transport are frequent and the rate of fines may be high, from € 140 to more than € 200.
- Entrances of Metro are marked by a big red 'M'. The bus stations are marked by a yellow standing sign. Useful signs in public transports include *correspondência* (transfer between lines), *saída* (exit to the street) and *Paragem* (Station).



Metro station



Bus station sign

4.3.2 Things to do in Lisbon

Lisbon is the hub of a multifaceted area that appeals to different tastes and senses. Whether you are just here for the workshop or are staying some extra days, this checklist will help you find the very best things to do in Lisbon in a short visit:

Point	Description	
Praça do Comércio	Praça do Comércio, also known as Terreiro do Paço, is a majestic square facing the Tejo river. It is a part of the reconstruction of Lisboa after 1755 earthquake and connected to the Baixa area by a triumphal arch.	
Baixa-Chiado	Baixa literally means low, thus named because this group of streets stands between the hills of Bairro Alto and Alfama. This area, with lots of restaurants, cafes and souvenir shops, was built in the shape of a grid after the city was destroyed by an earthquake and fire in 1755.	
Senhora do Monte Viewpoint	The Senhora do Monte Viewpoint, located in the Graça neighbourhood, is the highest viewpoint (miradouro) in the city of Lisboa. It offers a unique panoramic view of Lisbon and the most spectacular sunsets from the viewpoint.	
Belém	Belém district fills with some iconic landmarks: The Monument to the Discoveries was built in 1939 to honour the Portuguese age of discovery during the 15th and 16th centuries. The Torre de Belém , is another architectural jewel of the reign of Manuel I. Mosteiro dos Jerónimos , is a Unesco world heritage site, and includes a Gothic chapel. Also, near the Monastery, the popular Pastéis de Belém is famous for its custard tarts (NATA).	
Alfama	Alfama is the oldest neighbourhood of Lisbon and also one of the most traditional. It is below the Castelo of São Jorge and has many viewpoints. The narrow streets, charming local residents and the sound of the trams are the most distinctive characteristics.	
Caparica Beach	Caparica is a 15 km long beach, popular both for swimmers and surfers. It is located on the other side of the river in Almada, beyond the '25 de Abril' Bridge.	
Sintra	Sintra is a delightful Portuguese town that is situated within the hills of the Serra de Sintra and was declared a World Heritage Site by UNESCO in 1995. Many monuments can be found there, such as Palácio da Pena and Palácio de Queluz.	

4.4 Emergency information

- In each floor, the emergency exit is located in the **west** part of the building.
- The fire extinguishers are located near the exits and identified by the **red sign**.
- In case of an emergency in the venue, please contact someone from the organizing committee or the info desk immediately.
- The nearest public hospital to the venue is: **Hospital São José** (Rua José Antonio Serrano). About 15-20 minutes from the venue (by taxi) there are also two big private hospitals, the **Hospital da Luz** (Avenida Lusíada, nº 100) and **Hospital dos Lusíadas** (Rua Abílio Mendes, nº 12). If you have any emergency, please contact someone from the organizing committee or info desk, we will call an ambulance or guide you to a hospital.
- For any emergency outside the workshop venue, please **call 112**.

4.5 Weather preparations

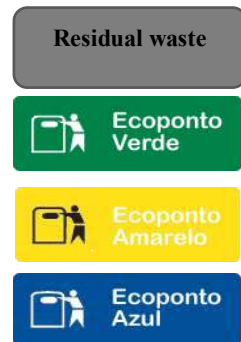
Since Lisbon has a Subtropical-Mediterranean climate, it has an enjoyable climate all year round. During September the weather in Lisbon remains extremely warm. The average temperature still reaches a high of about 27°C (that's about 81°F), and never dips any lower than 17°C (about 63°F). During the workshop days, the average temperature will be around **20°C** (about 68°F). Also, the **average sea temperature** in the Atlantic coast will be about 18°C (about 63°F). Sunrise for the end of the September is around 7:30 AM. You will see on average about nine hours of average daily sunshine along with 12 hours of daylight. It will be sunny 74% of the time during September. Regarding the UV index number, you still need to use lots of **sunscreen** with high SPF levels, as well as remembering to bring your **sunglasses**.

For all meetings, normal dress code is applied. For Sunday (22nd September) and Friday (27th September) you will participate in tours which will require you to walk around the district. So, it is recommended to wear comfortable shoes during the tours. Additionally, Lisbon is built on seven hills and most streets around the hotel and venue may have a very steep slope. So, comfortable shoes would be considered as the best option to enjoy your walk from the hotel to the venue, as well as for sightseeing and leisure time. It is also recommended to have a light wind and rainproof coat as well as a hat and water (especially during the tours days). Please check the weather forecast the day before you go through <https://www.accuweather.com/>.

4.6 How you can help us for sustainability practices during the event

The Urban Cleaning Service of the Lisbon City Council is responsible for the collection and transportation of the residual, organic and packaging waste (paper/cardboard, plastic and metal and glass). The best waste management practices of the Lisbon City Council are the separation at the source (door-to-door collection of paper/cardboard and packages) and distribution of specific and identified bins. Regarding the sorting rules in Lisbon:

- **Residual waste** (*lixo*) is any non-recyclable, non-hazardous, household waste should be put in the **grey** bin.
- **Glass** (*vidro*) should be recycled in the **green** bin, without the lid or bottle top and properly emptied.
- **Plastic** bottles, **metal** packaging and **drinks** cartons (packaging) should be recycled in the **yellow** bin.
- **Paper** (*papel*) and **cardboard** should be recycled in the **blue** bin.



In addition:

- As the walking distance between the Hotel and the venue is just around 18 mins, participants are encouraged to choose the walking routes that have been recommended in section 6.1.
- It is recommended each participant should bring their own reusable water container during the sessions and tours.
- Plus, all the well-known individual sustainability behaviours you wish to adopt!

5 Workshop Assignment

As all CRESTING members are aware, the CRESTING workshops are part of a credit bearing training programme. This is part of the Grant Agreement, which states that all ESRs will all complete the Cresting training programme, worth 30 ECTS. As the University of Hull is the only institution that has created formal modules based on the training at the workshops, the supervisory board agreed in Hull last year that all ESRs would share the Hull module assessments. Instructions for the latter were circulated to supervisors, to administer and mark assessments locally. Results have been reported to the Project Manager, Claire Lea, on the basis of which she is issuing certificates for the first year's training. This process will be reviewed at the Supervisory Board meeting in Lisbon and will issue further instructions in due course relating to the training for the academic year 2019/20 (which will draw on both the Lisbon and Troyes workshops).

Appendices

Appendix 1: Risk assessment

CRESTING 3rd workshop has a duty to provide a safe and healthy environment for all participants to the extent that it is reasonably practical. To ensure the workshop provides a safe and healthy environment, the checklist below has been developed as a basic workshop risk assessment to ensure that controls are in place to eliminate or minimize risks during the event.

The risk assessment for the 3rd CRESTING workshop is designed based on the following objectives:

- To consider all foreseeable hazards and detail the controls used to eliminate or reduce the risk of those hazards;
- To detail how an emergency during the event will be handled;
- To be approved by at least one senior member of the workshop.

Section 1 - about the workshop, who is doing it, what is being done and the assessor undertaking this review	
Workshop name and a brief description of the structure: <ul style="list-style-type: none"> • Name: 3rd CRESTING Workshop • Date: 22nd to 27th of September • Location: Lisbon, Portugal • Venue: General Secretariat of the Ministry of Environment and Energy Transition <ul style="list-style-type: none"> ➤ Address: Rua de "O Século", n.º 63 1200-433 Lisboa, PORTUGAL ➤ Telephone: (+351) 213 231 500 • Subject: Public Sector and the Circular Economy (CE) • Objective: The core part of the Doctoral training (second year) of 15 PhD researchers based throughout Europe. • Accommodation: Lisbon São Bento hotel <ul style="list-style-type: none"> ➤ Address: R. de São Bento 347, 1269-084 Lisboa ➤ Telephone: 21 382 3309 	Organisers name and contact details: CENSE, Center for Environmental and Sustainability Research NOVA School of Science and Technology NOVA University Lisbon Address: Campus da Caparica 2829-516 Caparica Portugal Tel: +3512948397 Leader name and contact: Prof. Tomás B. Ramos Tel: +351967088234 The persons approving this Risk Assessment: Name: Prof. Tomás B. Ramos Name: Prof. Sandra S. Caeiro
b. Emergency call: 112 All places have first aid cover	

Section 2 – Risk assessment			
Hazard Identification	Causes and Consequences	Risk Level (H/M/L)	Control Measures
Walking by foot or public transportation to reach the workshop venue and/ or accommodation	Slipping on the ground/ hand or legs injuries or fractures Road traffic accident or getting lost	M	<ul style="list-style-type: none"> Prior information has been provided in the weather preparation and venue and local information sections. Easy shoes are advised during walking from the hotel to the venue, as well as for sightseeing and leisure time.
Unexpected power outage during the venue	Chaos in the venue salons/ Disconnecting the electric devices such as video projector	L	<ul style="list-style-type: none"> All the sessions will be held during the day hours. The student assistant team is on duty during the venue to ensure the safety situation in the venue. Emergency power is provided in the venue. All portable electrical equipment/tools, leads and power boards tested in advanced.
Full capacity audience expected	Chaos in the venue salons/ Dissatisfaction of audience	L	<ul style="list-style-type: none"> The number of participants has been counted accurately before the workshop. The student assistant team is on duty during the venue to ensure all the participants are registered and the capacity is appropriate.
Possible spillage of food and/or drink during set-up and reception	Mild burn Wasted resources Ground pollution	L	<ul style="list-style-type: none"> Catering staff are to be alert to this and immediately deal with any spillages using correct equipment from the venue cleaning staff.
Lifting of heavy tables & chairs required around the first floor before and after the workshop	Back pain/ Trauma	L	<ul style="list-style-type: none"> All movement of furniture and equipment to be undertaken by professional staff of the Ministry or suitably trained individuals.
Transport during the Sintra tour/ Circular economy Tour	Road traffic accident	M	<ul style="list-style-type: none"> Experienced drivers of coaches and standard bus trips are hired. The professional guides will support the tours.
Walking by foot during the Sintra tour and winery tour	Exposure to windy, rainy or cold weather/ Slipping, getting lost	L	<ul style="list-style-type: none"> Prior information has been provided in the weather preparation section. All the tours will be guided by professionals. Having a light wind and rainproof coat, as well as sunglasses, hat, water and sporty shoes are advised during the tours.
Foodborne illnesses and allergic reactions	Making inconvenience from	L	<ul style="list-style-type: none"> Menu agreed with the host University team. All food is prepared offsite and

Section 2 – Risk assessment			
Hazard Identification	Causes and Consequences	Risk Level (H/M/L)	Control Measures
	the smell of the foods in the venue salons/ Poor quality and unhealthy food		delivered to the building. Any allergies have been requested prior and catering staff informed.
Emergencies such as fire or earthquake	Chaos in the venue salons/ fear and injuries	M	<ul style="list-style-type: none"> • The security team of the venue has been informed about the workshop. • All the safety measures are ensured by the Ministry of Environment and Energy Transition. • The main exits are open during the venue and check regularly by the student assistant team. • The emergency information has been provided in advanced in the workshop booklet (see “emergency information” section) to ensure all participants are familiar with the emergency procedures of the venue.