hhmi | Howard Hughes
Medical Institute

PHAGE GENOMICS WORKSHOP LOGISTICS
December 5-9, 2022

BEFORE TRAVELLING:

- COVID TESTING:
  You are required to take an antigen test on the day you begin your travel. You must also report your test results using ReturnSafe app. You will be required to generate a PIN code from ReturnSafe each time you use the app. If you test positive, please contact us before travelling to the workshop.

- SPECIFIC ITEMS TO PACK:
  o Laptop or tablet with DNA Master installed: We encourage you to bring a laptop or tablet to the workshop. Almost all assignments will require accessing various websites and documents.
  o Comfortable clothing; meetings rooms can sometimes run cold, so a light jacket or layers are recommended. There is a fitness center at HHMI, and a path to walk around the HHMI campus grounds.

- READING ASSIGNMENT
  We will begin the workshop with an overview of the central dogma of molecular biology. We encourage you to review the central dogma concepts in the attached document.

UPON ARRIVAL

- HEAD DIRECTLY TO HHMI HEADQUARTERS CONFERENCE CENTER AND CHECK-IN, **BY 4 PM DECEMBER 5.**
  o If **flying** to Baltimore-Washington International (BWI), Reagan National (DCA), or Dulles (IAD) Airports, you'll be required to take a taxicab or a rideshare service (e.g. Uber or Lyft) to HHMI Headquarters Conference Center (see address at bottom). Each trip will take up to one hour, and the fare will cost approximately $60. You can request reimbursement for this fare.
  o If **driving**, head directly to HHMI Headquarters (see address at bottom). We recommend you drive up to the conference center section of the campus. Parking is complimentary.

- EARLY ARRIVAL INFORMATION
  - For those of you scheduled to arrive on December 4, security staff at HHMI Headquarters will be on-site to assist with check-in. Please note the following:
    - The gates at HHMI Headquarters will be closed. Please push the intercom button at the gate to speak with Security, who will open the gate remotely and direct you to the Conference Center. You should have your taxicab or rideshare drive into HHMI's campus and drop you off at the conference center. They should not drop you off at the main gate, which is quite a distance from the conference center within HHMI's campus.
    - No meals will be provided on December 4. HHMI Security at the conference center can assist with food deliveries and recommend local eateries. There is also an Amazon Fresh within walking distance of HHMI Headquarters.
    - Breakfast and lunch will be provided on December 5, before the workshop begins at 4PM.

- HHMI HEADQUARTERS ADDRESS
  4000 Jones Bridge Road, Chevy Chase, MD 20815, United States

THROUGHOUT THE WORKSHOP

Please note there are workshop activities scheduled for the entire workshop duration, and you are expected to be present throughout.

- ACCOMMODATIONS AND WORKSHOP VENUE:
  All workshop participants will stay at HHMI Headquarters:
  4000 Jones Bridge Road, Chevy Chase, MD 20815, United States

- MEALS:
  Meals are provided for the entire duration of the workshop, beginning with dinner on Monday Dec 5 until lunch on Friday Dec 9.
  - Breakfast, lunch, dinner, breaks, and evening refreshments will be provided at the workshop venue.

USEFUL CONTACTS & PHONE NUMBERS:

HHMI CONFERENCE CENTER: 301-215-8700
HHMI TRAVEL SERVICES: (301) 215-8747 [Monday through Friday, from 8:30 a.m. to 5:30 p.m. ET]
HHMI: Billy Biederman: 301-806-5508; biederma@hhmi.org
HHMI: Vic Sivanathan: 617 259 8952; sivanathanv@hhmi.org
HHMI MAIN NUMBER: 301-215-8500