

Practical Information Note

High-level conference

Unlocking the Potential of European Defence Cooperation

New Opportunities for an Enhanced European Defence Industry

24 March 2020, Zagreb, Croatia

General Information

The Croatian Presidency of the Council of the EU is honoured to host the **high-level conference „Unlocking the Potential of European Defence Cooperation: New Opportunities for an Enhanced European Defence Industry”** on 24 March 2020 in Zagreb.

Conference is co-organised by the Croatian Presidency of the Council of the European Union and the European Defence Agency.

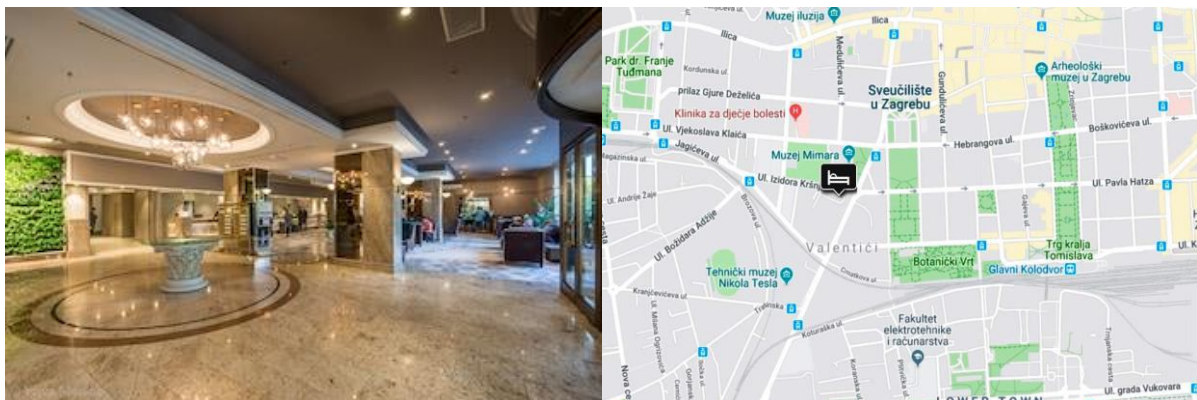
This Practical Information Note provides useful information regarding your preparations for the event, as well as your stay in Zagreb.

Venue

The Conference will take place at **The Westin Zagreb hotel** – Kršnjavoga 1 Street, Zagreb. This venue is fully wheelchair accessible.

The Westin Zagreb hotel is located in the wider city centre. The venue's meeting facilities are located on the ground floor.

Free, high-quality wireless internet access is available throughout the venue.



More information on the venue can be found at:

<https://www.marriott.com/hotels/travel/zagwi-the-westin-zagreb/>

Format of the Conference

Due to the limited space, delegations are invited, in principle, to participate with up to 2 representatives. Therefore, registration will not automatically grant access to the conference. You will receive a separate confirmation e-mail within a week of registration.

Please note that only accredited relevant participants have access to the conference venue.

Online registration

The Croatian Presidency uses central online accreditation system for all events.

All participants are kindly requested to send an e-mail to accreditation2020@mvep.hr indicating that they wish to be accredited as a delegate, providing their first and last name, e-mail address and contact telephone number. The listed information should be submitted no later than 25 February 2020.

The invitation for accreditation will be sent to your e-mail address in due course. Please ensure that the delegation is accredited no later than **3 March 2020**.

Please keep in mind that one e-mail address can be used for one accreditation only.

Please note that the meeting venue and other official programme venues are accessible only to accredited delegates. Any loss of pin or badge must be reported immediately.

On a technical note, please be advised that the accreditation system is not compatible with the Internet Explorer. If using Internet Explorer, you might experience technical difficulties and might be unable to complete your accreditation process. It is therefore advisable to use a different web browser (e.g. Google Chrome, Mozilla Firefox, Microsoft Edge, Opera, Safari).

All personal information provided during accreditation will be processed in accordance with the General Data Protection Regulation (GDPR).

In case of any additional queries regarding the accreditation procedure or any last minute changes, please send an e-mail to: accreditation2020@mvep.hr.

All participants are kindly requested to make their own booking and travel arrangements and include this information when completing their registration.

Badges

The badges for the delegates will be issued on 23 March, from 12:00 to 20:00 hours and on 24 March from 8:00 to 08:45 hours at the HR PRES 2020 Accreditation Desk located inside the entrance area next to the Reception desk of the Westin hotel.

The badges should be carried visibly during the entire programme. All badges are strictly for personal use and are non-transferrable.

Accommodation

The Croatian Presidency has pre-booked a limited number of rooms with a special rate for conference participants in following hotels:

1) The Westin Zagreb Hotel, Kršjnjavoga 1, 10000 Zagreb:

<https://www.marriott.com/events/start.mi?id=1579509453850&key=GRP>

BOOK NOW



2) Hotel International, Miramarska 24, 10000 Zagreb: <https://www.hotel-international.hr/homepage>

BOOK NOW



On International Hotel homepage enter Arrival date, number of nights, and in Access key field enter **MORH**.

We strongly recommend that you make a reservation as soon as possible. Preferential prices for this event are available in both listed hotels upon online registration, no later than 23 February 2020.

Please note that delegates' reservations have to be secured by a credit card. You will be asked to enter credit card details when making the hotel reservation. Terms and conditions applying in the event of cancellation are clearly stated on the hotel's website. Please be aware that all participants are expected to pay for their accommodation and any other related expenses.

Transportation

The Croatian Presidency will provide transportation to and from the meeting venue to all destinations included in the event's programme **(except from Airport to the hotels)**.

Please note that if you opt for alternative accommodation (other than the Westin and Hotel International), no direct transport to the venue will be available.

For any additional information, feel free to contact HR PRES 2020 Organizational Team: hrpres2020.morh@morh.hr or visit HR PRES welcome desk located at the baggage claim area upon your arrival to the Airport.

Dinner



All participants are cordially invited to the **Official Dinner, hosted by Deputy Prime Minister and Minister of Defence, on Monday 23 March** at the Mimara Museum. The Mimara Museum is located opposite to The Westin hotel (meeting venue). The Croatian Presidency will provide transportation only from the Hotel International to the Mimara Museum.

Dress code for the Official Dinner is Formal Business attire.

In case of dietary restrictions, please inform us via the accreditation system.

Security

For security reasons, a valid accreditation badge must be worn visibly at all times. Please note that only badge holders will be granted access to the meeting venue and other official programme venues. If you lose your pin or badge, please contact HR PRES 2020 Organizational Team representative without delay.

Interpretation

Interpretation will be provided in the format 2/2, which includes Croatian and English languages. Other interpretation services will not be provided.

Documents for the Conference

All relevant documents (conference programme and all other relevant information concerning the conference) will be available to delegates through the integrated accreditation/document management system upon login.

To access documents, please log in on the website www.eu2020.hr using the username and password which will be sent to you via e-mail once you submit your accreditation request for the event. To locate the necessary documents, click on the link of the event in the calendar on the website <https://eu2020.hr/Events/Event?id=126>

Please note that the **website is not compatible** with the Internet Explorer. If you are experiencing any technical difficulties, please try using a different browser.

Other practical Information

Emergency calls: 112

Time Zone: GMT/UTC + 01:00 hour (March-October)

Country Code: +385.

Currency: The currency in Croatia is the Kuna (HRK or kn).

The average exchange rate: 1 EUR - 7,42 HRK

Updated information can be found at: <https://www.hnb.hr/core-functions/monetary-policy/exchange-rate-list/exchange-rate-list>

Money can be exchanged in banks and exchange offices.

All major credit cards are widely accepted.

Power Supply: 220V ±10% electrical supply. Supply frequency is 50Hz. Plug socket in use is the two-pinned Type F, also known as "Schuko".

Tap water: Croatian tap water is safe to drink everywhere.

More about Zagreb: Information on Zagreb and its cultural and recreational offers is available at www.infozagreb.hr. An interactive city map of Zagreb can be found at www.kartazagreba.info.

Presidency Website

The website of the Croatian Presidency of the Council of the EU 2020 (www.eu2020.hr) contains information on all topics related to the Presidency, including the Presidency's programme and priorities, latest news, calendar of official events, calendar of cultural events, photos and videos, and relevant contacts and links.

Taxi Services and Public transport to and from Franjo Tuđman Airport

Taxi services:

- Cammeo Taxi: <https://cammeo.hr/en>
- Eko Taxi: <http://www.ekotaxi.hr/cities>
- Zagreb Taxi: <https://www.airport-zagrebtaxi.com/>
- Taxi Zagreb: <https://www.taxi-zagreb.org/en>
- Rent a taxi: <https://rent-a-tesla.hr/croatia-presidency/>
- Uber: <https://www.uber.com/hr/en/>
- Bolt: <https://bolt.eu/hr/cities/zagreb/>

Public transport:

- Special buses, provided by Croatia Airlines, between the Main Bus Station in Zagreb City Centre and Franjo Tuđman Airport, information can be found on the following link: <https://www.zagreb-airport.hr/en/passengers/to-from-the-airport/by-airport-shuttle/89>
- Regular bus line, provided by ZET (Zagreb Electric Tram), between the Kvaternik Square in Zagreb City Centre and Franjo Tuđman Airport, information can be found on the following link: <http://www.zagreb-airport.hr/en/passengers/to-from-the-airport/by-zet-bus/43>.

Contact information

Organization and Logistics Division

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Accreditation Team

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Organizational, administrative and logistics issues

HR PRES 2020 Organizational Team

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The Westin Zagreb Hotel

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Hotel International

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E-mail: hotel@hotel-international.hr