

REPUBLIKA SLOVENIJA
DRŽAVNI ZBOR
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GENERAL INFORMATION

MEETING OF THE COSAC CHAIRPERSONS AND THE TROIKA
LJUBLJANA, 17 - 18 FEBRUARY 2008

1. MEETING VENUE:

National Assembly of the Republic of Slovenia
Šubičeva 4
1000 Ljubljana
www.dz-rs.si

2. CONTACT PERSONS:

Logistical and technical issues

VIKTORIJA ROŠER
EU Presidency Project Group
Tel: +386 1 478 9591
Fax: +386 1 478 9592
E-mail: Guest_13@dz-rs.si

or

TAMARA GRUDEN - PEČAN
Head of the EU Presidency Project Group
Tel: +386 1 478 9509
Fax: +386 1 478 9592
E-mail: tamara.gruden@dz-rs.si

Additional information (substantive issues):

Dr. ZVONE BERGANT
Secretary, Committee on EU Affairs
Tel: +386 1 478 9932
E-mail: zvonko.bergant@dz-rs.si

3. ACCOMODATION:

GRAND HOTEL UNION
Miklošičeva 1
1000 LJUBLJANA
Tel: +386 1 308 1270
Fax: +386 1 308 1015
www.gh-union.si

The reservation and cancellation policy is specified in the hotel registration form. The participants are kindly requested to make the reservation only through the attached hotel booking form.

4. ARRIVALS AND DEPARTURES OF PARTICIPANTS

Participants are required to make their own travel arrangements from and to the airport.

The Jože Pučnik Airport is situated 26 km north of the Ljubljana city centre. The journey by car from the Ljubljana airport to the centre of Ljubljana takes approximately half an hour.

The estimated airport taxi fare is 35 euros (one-way).

5. EXCURSIONS

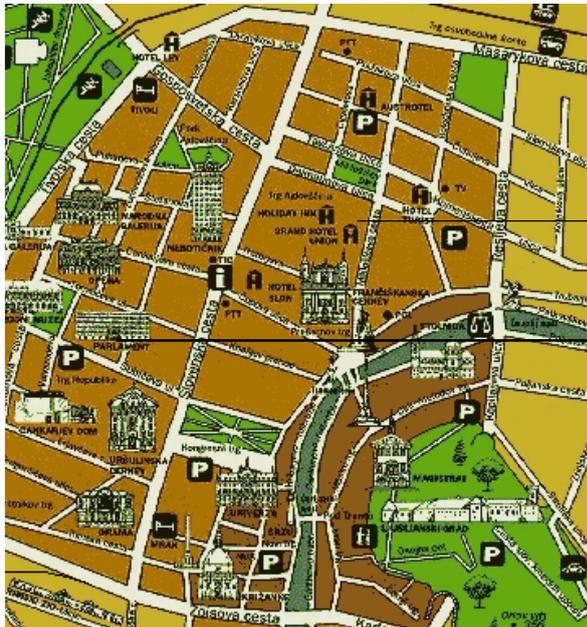
On Sunday, 17 February 2008, participants will be given a guided tour of the Postojna cave, situated 56 kilometres from Ljubljana. The departure from Ljubljana is scheduled at 14.45 and the journey to the site takes approximately 1 hour. The tour is planned to begin at 16.00 and will last an hour and a half. The departure from Postojna to Ljubljana is scheduled at 17.45. The cave has a constant temperature of 8°C, therefore comfortable shoes and warm clothes are recommended.

The participants not attending the excursion to the cave may join a guided tour of Ljubljana in English or French starting at 17.00 in front of the hotel.

Please indicate your wish to participate in the excursion or tour of the city centre on the Registration Form.

6. TRANSPORT

The Grand Hotel Union is located in the city centre, within 10 minutes walking distance from the National Assembly. Shuttle service will also be provided from the hotel to the National Assembly, particularly in the case of bad weather.



Grand
Hotel
UNION

National
Assembly

7. REGISTRATION OF THE PARTICIPANTS

The participants registering for the meeting are requested to use the appropriate registration form.

The registration desk will be located in the lobby of the Grand Hotel Union and will be open on 17 February 2008 from 16.30 to 19.45, whereas on 18 February 2008, the registration will take place at the premises of the National Assembly, from 9.00 to 9.30. The participants are asked to bring an identity document.

8. IDENTIFICATION BADGES

For security reasons, the participants are required to wear identification badges visibly displayed upon each entrance into the premises of the National Assembly and at all times during the meetings.

9. INTERPRETATION AND TRANSLATION

Documents will be distributed under the terms of Art. 9 of COSAC's Rules of Procedure.

Simultaneous interpretation will be provided in English, French and Slovenian.

If you are accompanied by your own interpreters, please let us know the languages and the number of interpreters involved. Please note that the translation booths will be distributed on the first-come, first-served basis.

10. RECEPTIONS

On 17 February 2008 at 8.00 p.m., the Chairman of the Committee on EU Affairs of the National Assembly will be hosting a welcoming dinner at the Grand Hotel Union, and the Chairman of the International Relations and European Affairs Commission of the National Council will offer lunch-Buffer at the Klub CD in the immediate vicinity of the National Assembly on 18 February 2008.

11. COFFEE BREAK

A coffee break service will be provided during the meeting.

12. MEDIA

The meeting will be open to the public and a specific part of the meeting hall will be reserved for the media.

Contact Person:

BORUT PERŠOLJA

Tel: 386 1 478 9405

Fax: 386 1 478 9857

e-mail: borut.persolja@dz-rs.si

13. MEDICAL ASSISTANCE

For all questions regarding medical care, please contact your hotel reception or the meeting staff. The national emergency number is 112.

Hospital

Klinični center

Zaloška cesta 2

1000 Ljubljana

Tel: + 386 1 522 50 50

Emergency room

Tel: + 386 1 522 84 08

14. PHARMACIES

The nearest pharmacies to the National Assembly and to the hotel are:

- Centralna lekarna, Prešernov trg 5, Ljubljana, tel.: 01/24-42-360

- Lekarna Miklošič, Miklošičeva ulica 24, Ljubljana, tel.: 01/23-06-252

15. SECURITY

The National Assembly will provide all necessary security measures.

16. TELECOMMUNICATIONS AND OTHER ASSISTANCE

Telephone, fax, e-mail and internet services will be provided in the National Assembly (room 83 - ground floor). If you will need any of the above services, please refer to the meeting staff.

The post office is located very close to the National Assembly Building (Pošta Slovenije, Slovenska cesta 32, Ljubljana). Post offices are open from 8.00 to 18.00 on weekdays and from 8.00 to 12.00 on Saturdays.

17. BANKING SERVICES

The Slovenian currency is Euro (€). Major credit and debit cards are widely accepted.

Several banks and cash dispensers are located close to the Hotel Union and the National Assembly of the Republic of Slovenia.

Banks are open weekdays between 9.00 and 12.00, and 14.00 and 17.00, and some on Saturdays between 9.00 and 12.00. Money can also be exchanged in exchange offices, at hotel reception desks, tourist agencies, petrol stations and larger supermarkets

18. SMOKING

Smoking is not allowed in public areas in Slovenia.

19. ELECTRIC CURRENT

220 V.

20. USEFUL TELEPHONE NUMBERS

Flight Information.....+386 4 206 1981
Emergency number.....112
Police..... 113

LJUBLJANA TAXIS

Taxi društvo Ljubljana

Tel: +386 1 234 90 00

Rumeni taxi

Tel: +386 41 731 831

Taxi Metro

Tel: +386 1 544 11 90

Taxi Turist

Tel: 080 21 30

Taxi Ronda

Tel: +386 1 200 09 90

Taxi Intersiti

Tel: +386 1 54 15 800, +386 41 445 406

Taxi Intertours

Tel: +386 31 311 311

21. WEATHER

In Ljubljana, the average February temperature reaches 2.5°C. Mornings are cold with temperatures often falling below zero. Even during the day, the temperatures rarely exceed 5°C. Snow showers are also likely to occur.

22. ABOUT LJUBLJANA AND SLOVENIA

Invitations, registration forms and additional information are available at: www.dz-rs.si/predsedovanje. For more information on Slovenia and Ljubljana please visit: www.slovenia.info, www.ljubljana.si.