

***Regional Programme on Disaster Risk Reduction in
South East Europe***

TRAINING WORKSHOP ON CALIBRATION

hosted by the Environmental Agency of the Republic of Slovenia

Ljubljana, Slovenia, 10th -14th of May 2010

LOCAL ARRANGEMENTS

1. Venue of the Workshop

At the kind invitation of the Government of Slovenia, the Training Workshop on Calibration will be held from 10th to 14th of May 2010 at the:

Environmental Agency of the Republic of Slovenia
Vojkova 1b
1001 Ljubljana p.p. 2608
Fax: + 386 1 478 4052
Tel: + 386 1 478 4000

The opening ceremony will take place on Monday, 10 May, from 09:00 a.m.

2. Interpretation and Training Material

The workshop will be conducted in English and training material will be available in English only. No interpretation will be provided to other WMO languages.

3. Entry formalities

Delegates from those countries for which visas are required should contact the nearest Slovenian diplomatic representation. **Visas are not issued at the airport on arrival in Slovenia.**

4. Currency, exchange, use of credit cards

Local currency is EURO. All major credit cards are accepted.

5. Hotel reservation

Participants are free to use any hotel in Ljubljana. Information on accommodation is available at the Ljubljana Tourist Office web site: <http://www.visitljubljana.si/>. The list of hotels, walking distance from venue, is shown in Appendix I.

6. Access from airport Ljubljana

Ljubljana Jože Pučnik Airport, located in Brnik near Ljubljana, is the country's main airport. Its distance from the capital being a little less than 26 kilometres, it can be reached within a 20-minute ride.

The cheapest way from Ljubljana Airport to the centre of the town is by bus. It costs 4,10 €. Another option is to take shuttle Markun. It costs 9 €, but you need to make a reservation in advance. For more info check:

<http://prevozi-markun.com/en/reservations-110.html>

Further information on transportation could be found on the local website www.lju-airport.si/eng.

7. Public transportation in Ljubljana

Ljubljana public transportation is operated by the Ljubljanski potniški promet (LPP) Passenger should purchase the Urbana public transport card. The card is available from LPP ticket offices, tourist information centres and most of the city's newspaper kiosks, The card is priced at €2.00 and can store up to €50.00 of credit to be spent on city bus fares. A single journey fare is €0.80. It covers an up to 90-minute journey regardless of the number of buses needed to be changed to reach the destination. The map of bus routes is available at

<http://www.jh-lj.si/index.php?p=4&k=1636&l=2>.

8. Information Service

Further information on the local arrangements can be obtained from the Local Organizing Committee:

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Environmental Agency of the Republic of Slovenia

Director of Monitoring Office

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Fax: + 386 1 478 4152

E-mail: joze.knez@gov.si

Mr Drago Groselj

Environmental Agency of the Republic of Slovenia

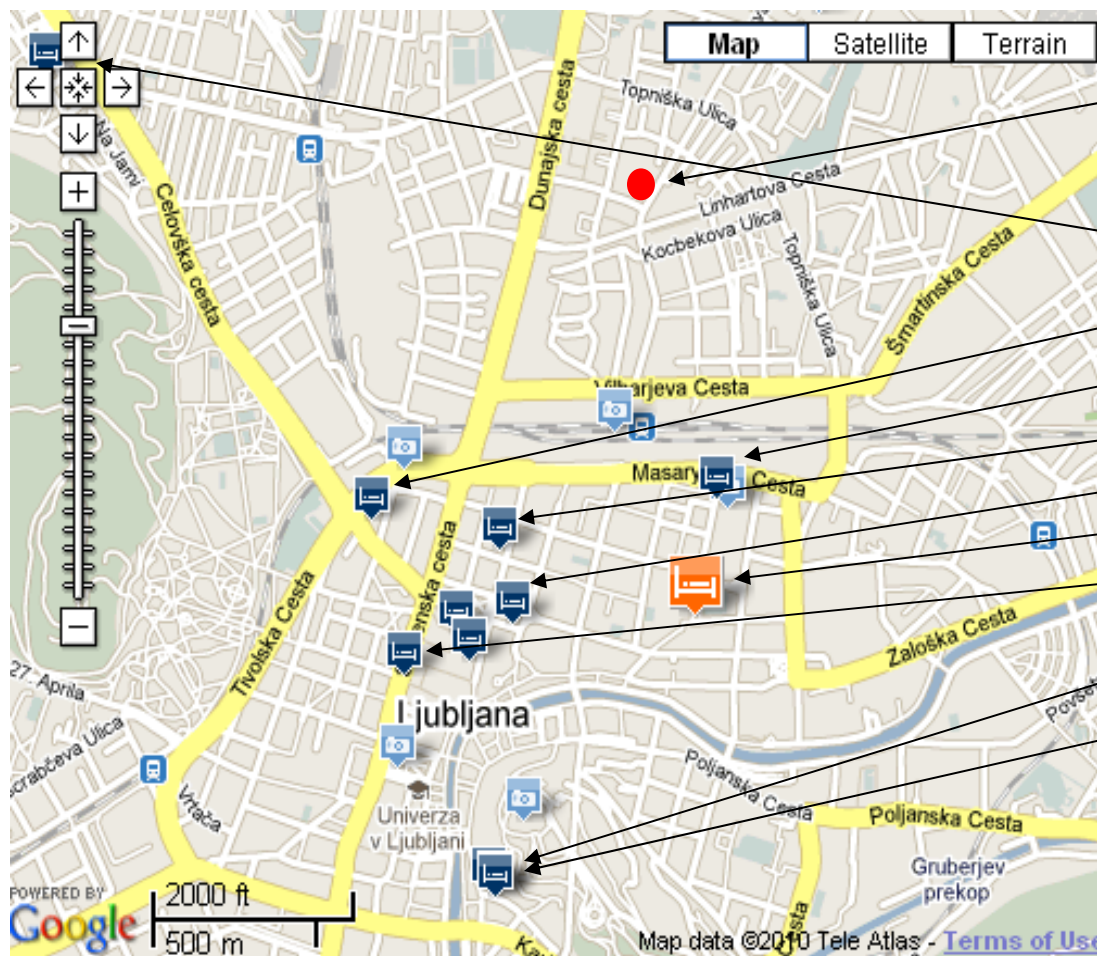
Head of Calibration Laboratory Service

Tel.: + 386 1 478 4100

Fax: + 386 1 478 4152

E-mail: drago.groselj@gov.si

Name	Address	Contact information	Category	Price	Distance from venue [km]
Hotel Lev	Vosnjakova 1, Ljubljana	Tel: +386 1 433 21 55 http://www.hotel-lev.si/ email: rezervacije@hotel-lev.si	★★★★★	150€-200€	0.9
Best Western Premier Hotel Slon	Slovenska Cesta 34, Ljubljana	Tel: +386 1 470 11 33 http://www.hotelslon.com/ email: sales@hotelslon.com	★★★★☆	91€-120€	1.5
Antiq Hotel	Gornji Trg 3, Ljubljana	Tel: +386 1 4213560 http://www.antiqhotel.si/ email: info@antiqhotel.si	★★★★☆	61€-133€	1.5
M Hotel	Derčeva ulica 4, Ljubljana	Tel: +386 1 513 70 29 http://www.m-hotel.si/ email: info@m-hotel.si	★★★★☆	80€-100€	2.5
City Hotel	Dalmatinova Street 15, Ljubljana	Tel: +386 1 239 00 00 http://www.cityhotel.si/ email: info@cityhotel.si	★★★★☆	117€-150€	0.9
Hotel Park	Tabor 9, Ljubljana	Tel: +386 1 300 2 500 http://www.hotelpark.si/	★★★★☆	70€-100€	1.2
A hotel	Cesta dveh cesarjev 34D, Ljubljana	Tel: +386 1 429 18 92 http://www.ahotel.si/index_en.htm Email: reception@ahotel.si	★★★★☆	70€-100€	1.5
Hotel Emonec	Wolfova ulica 12, Ljubljana	Tel: +386 1 200 15 20 http://www.hotel-emonec.net	★★★★☆	64€	0.8
Bit Center Hotel	Litijska c 57, Ljubljana	Tel: +386 1 54 80055 http://www.bit-center.net/ email: hotel@bit-center.net	★★★★☆	35.50€	2.9



Venue of the Workshop -
Environmental Agency of the republic of
Slovenia

M-hotel

Hotel Lev

Hotel Celica

Cental Hotel

City hotel

Hotel park

Best Western Premier Hotel Slon

Antiq hotel

Allegro hotel