



Expert Team on Operational Metrology (ET-OM) First Session

Ljubljana, Slovenia, 1st - 4th December 2015

INFORMATION FOR PARTICIPANTS

Background

Expert Team on Operational Metrology (ET-OM) meeting will be held in Ljubljana, Slovenia, from 1st - 4th December 2015. It is hosted by Regional Instrument Center of the Slovenian Environment Agency.

Venue of the Meeting

The meeting will take place at:
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 meeting will start on Tuesday, 1st December 2015, at 9:00 at Slovenian Environment Agency (4th floor).

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.

Entry formalities

Some participants from foreign countries may require a visa to enter Slovenia. You are encouraged to apply for a visa as soon as possible. The timeframes for visa processing are difficult to predict with accuracy for any individual applicant and could vary significantly by country. You need to contact the Slovenian consulate in your country (or the consulate of another EU country that may handle visa applications for Slovenia) and enquire about the necessary documentation to be provided. Information on entry formalities can be found at Slovenian Ministry of Foreign Affairs: <http://www.mzz.gov.si/en/>. If needed, organiser will provide a *Letter of Guarantee* for the visa application. This letter cannot assure the issuance of a visa. **Visas are not issued at the airport on arrival in Slovenia.**

Currency, exchange, use of credit cards

Local currency is Euro. All major credit cards are accepted virtually everywhere.
On the 12. October 2015 the exchange rate is: 1 € EURO = 1.12 \$ USD

Accommodation Arrangements:

Special meeting rates have been negotiated at the City hotel, which is within walking distance of the meeting venue. The local organizer made block reservation for all participants with the City Hotel:

City Hotel
Dalmatinova ulica 15
1000 Ljubljana
Tel:+ 386 1 239 00 00

Accommodation including bed and breakfast is from 60 to 70 EUR/day (excluding city tax 1.27 Euro/day). You can make reservation for the rooms using following link:

https://www.cityhotel.si/eventBooking.xhtml?event=EVENT_105.

Further information could be found on the website www.cityhotel.si.

Participants may choose other hotels. The attached map shows hotels locations.

HOTEL	RATE/NIGHT	CONTACT
Central Hotel (4star)	91.5 €	Miklosiceva 9, Ljubljana www.centralhotelljubljana.com/
Hotel Park (3star)	74 €	Tabor 9, Ljubljana www.hotelpark.si/
Hotel Center Ljubljana (3star)	56.5 €	Slovenska cesta 51, Ljubljana www.hotelcenter.si/
Grand hotel Union Buisness (4star)	92 €	Miklosiceva 2, Ljubljana www.union-hotels.eu/sl/union-hoteli/
Best Western Premier Hotel Slon (4star)	100.5 €	Slovenska Cesta 34, Ljubljana www.hotelslon.com/si/

Transportation from Ljubljana Airport to the Ljubljana

The cheapest option is by bus. The journey costs €4.10 and takes around an hour. The AlpeTour service (http://www.lju-airport.si/pripone/1932/Vozni_red_letalisce_2014_verzija_10_3_2014.pdf) seems to be most frequently used. There are up to 16 buses per day, between the hours of 05:00 and 20:00. Further information on transportation could be found on the local website <http://www.lju-airport.si/sl/Main>.

Those wishing a little more comfort in their bus ride have a plethora of *Shuttle* options to choose from. There are many from which to choose, with our favourites being *GoOpti* (rates starting at €9) and *Na Letališče* (starting from €8). The journey takes around 30 minutes. Ring ahead to your company of choice to confirm a seat.

A taxi from the airport to Ljubljana will cost from €40 to €45.

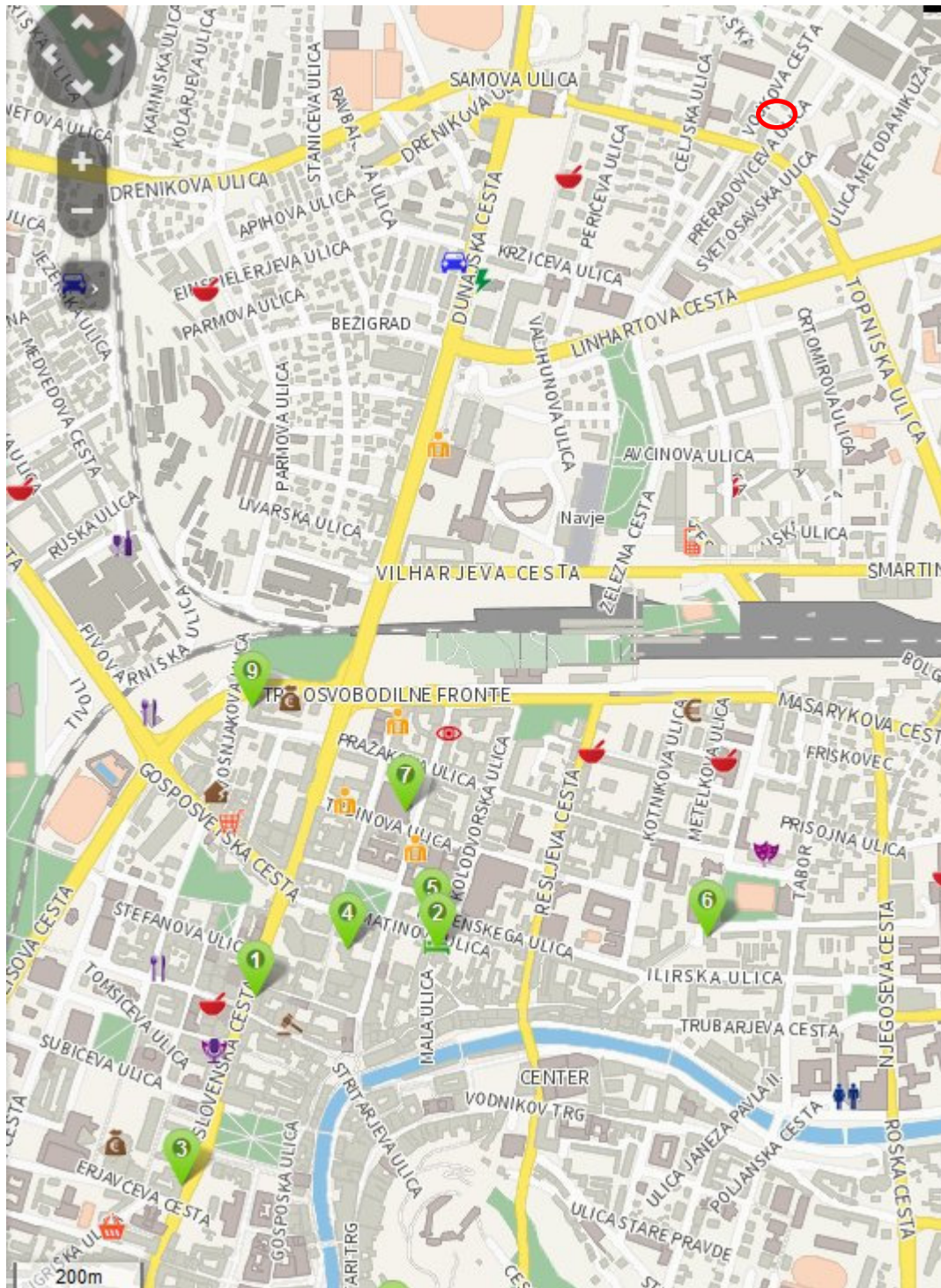
Electricity

Standard voltage in Slovenia is 230 V 50Hz. The standard frequency is 50 Hz. The power sockets that are used are of type F.



Time

Local time in Slovenia is Central European Time (UTC+1:00).



- 1: Hotel Slon
- 4: Grand Hotel Union Business Union
- 5: City hotel**
- 6: Hotel Park
- 7: Central Hotel
- Meeting venue**

Ljubljana climate in December

There are three climatic influences that meet in Slovenia. A harsh Alpine climate prevails in the mountains, the coast has a sub-Mediterranean climate, and the north-east lowlands have a continental climate. The average temperature in Ljubljana is slightly above 1 °C in December. Due to the fact that Ljubljana is citted in Alpine region some snow in December is typical for this period of year. Particularly due to winter months, Ljubljana experiences the so called temperature inversion, a meteorological phenomena when cool and moist air is trapped close to the ground.

Please, check the current weather at www.meteo.si. Some basic climatic facts on meteorological situation in December:

Precipitation	Mean precipitation: 107mm Mean No. days with > 1mm precipitation: 9 Mean No. day with snow cover: 11 Mean snow cover depth: 3 cm
Sunshine duration	Average sunshine duration: 56hours/December
Temperature	Mean monthly temperature: 1.2°C Mean monthly maximum temperature: 3.8°C Mean monthly minimum temperature: -1.1°C
Humidity	70% -90%

Contact details

Mr Drago Groselj

Slovenian Environment Agency

Head of hydrology and state of environment office

Vojkova 1b

1000 Ljubljana

Slovenia

Tel.: + 386 1 478 4100

Fax: + 386 1 478 4152

E-mail: drago.groselj@gov.si