

Vienna, 29 June 2018

## **26<sup>th</sup> OSCE ECONOMIC AND ENVIRONMENTAL FORUM**

**“Promoting economic progress and security in the OSCE area through innovation, human capital development, and good public and corporate governance”**

### **CONCLUDING MEETING**

Prague, 5 -7 September 2018  
Venue: Czernin Palace, Loretánské nám: 5, 118 00 Prague

### **LOGISTICAL MODALITIES**

#### **VENUE**

CZERNIN PALACE, Ministry of Foreign Affairs of the Czech Republic  
Loretánské nám. 5, 118 00 Prague 1

#### **PARTICIPANTS' PROFILE**

High-level and senior officials from participating States, responsible for shaping international economic and environmental policy in the OSCE area, representatives of the OSCE Parliamentary Assembly and the Partners for Co-operation as well as OSCE Field Operations are invited to participate and make both oral and written contributions.

Representatives of international organizations, expert academics and business representatives, non-governmental organizations with relevant experience in the area under discussion will participate in the meeting, according to the Decisions of the OSCE Permanent Council (PC.DEC/1263/17).

No fee for participation is requested.

#### **WORKING MODUS OF THE SESSIONS**

The Forum should stimulate a free-flowing discussion out of which recommendations to the OSCE and its participating States should emerge.

The Forum builds up on the recommendations that resulted from the 1<sup>st</sup> Preparatory Meeting (Vienna, 22 - 23 January 2018, [http://www.osce.org/event/26th\\_eef\\_prep1](http://www.osce.org/event/26th_eef_prep1)) and the 2<sup>nd</sup> Preparatory Meeting (Venice, 24 - 25 May 2018, [http://www.osce.org/event/26th\\_eef\\_prep2](http://www.osce.org/event/26th_eef_prep2)).

The PLENARY SESSIONS will have presentations of expert speakers followed by discussions. A moderator will facilitate the debates and a rapporteur will summarize the key issues discussed.

The Consolidated Summary of the conference will be published on the OSCE Forum website: [http://www.osce.org/event/26th\\_eef\\_2018](http://www.osce.org/event/26th_eef_2018) after the event.

## DEADLINES

We kindly draw the participants' attention to the following deadlines:

- ⇒ **REGISTRATION** to the Forum: as early as possible and at the latest by Friday, 24 August 2018 (see below paragraphe on registration/accreditation)
- ⇒ **VISA APPLICATION** for the Czech Republic: **NOT LATER THAN 15 DAYS** prior to the date of the travel to Prague

## REGISTRATION & ACCREDITATION

### DEADLINE: 24 AUGUST 2018

**REGISTRATIONS:** *only registered participants will be granted access to the venue.*

Kindly contact the Office of the Co-ordinator of OSCE Economic and Environmental Activities in case you wish to participate in the afore mentioned Forum Meeting. Email: [andrea.gredler@osce.org](mailto:andrea.gredler@osce.org)

**The Delegations are kindly requested to notify the ranking and the title of their members** by adding a list of their members attending the Forum to the individual registration forms.

Advanced registration is kindly requested in order to avoid delays in issuing the badges.

**THE ACCREDITATION** will take place at the main entrance to the Czernin Palace (Czech MFA),

- Wednesday, 5 September 2018, from 11 a.m. to 6 p.m.
- Thursday, 6 September 2018, starting at 8:30 a.m.
- Friday, 7 September 2018, starting at 8:30 a.m.

The presentation of a valid ID is required for accreditation. A badge will be required to access the Conference Hall. Press representatives can, as deemed appropriate, be admitted to the Conference Hall during *the Opening Session* of the OSCE Economic and Environmental Forum.

## DOCUMENT DISTRIBUTION

Participants are welcome to submit written contributions reflecting their views on the issues and topics proposed for discussions.

**Request for the distribution of documents *during* the Forum Meeting** should be addressed to the Document Distribution Desk. Documents should be provided to this Desk in an electronic format (email: [documents@osce.org](mailto:documents@osce.org)).

A very limited amount of hard copies of the documents will be available. Further copies can be produced upon request at the Document Distribution Desk (lobby in front of the Plenary Hall).

**All documents will be published on the OSCE Forum conference website:**

[http://www.osce.org/event/26th\\_eef\\_2018](http://www.osce.org/event/26th_eef_2018). The Consolidated Summary of the Meeting will be made available after the event.

## TECHNICAL SUPPORT FOR SPEAKERS

Detailed guidelines for speakers are provided by individual correspondence.

**Speakers** are kindly requested to send a **short bio** (with photo) and an **electronic copy of their presentation in advance** to the Office of the Co-ordinator of OSCE Economic and Environmental Activities **no later than 17 August 2018** (Ms. Brigitte Krech, E-mail: [brigitte.krech@osce.org](mailto:brigitte.krech@osce.org), Fax. + 43 1 514 36 6251; Tel. + 43 1 514 36 6619) and to bring an electronic copy of their presentation (on a USB stick) *as back-up* to the Meeting.

**Requests for technical support** should be addressed **well in advance** to the above-named contact.

The Plenary Hall at the venue is equipped with technical facilities for multi-format presentations, including power point, a large screen, projectors, and laptops.

It is highly recommended to the speakers to contact the technician in the Plenary Hall well ahead of their session, in order to cross-check the upload of their presentations, as well as the audio-visual equipment in place.

## INTERPRETATION

Simultaneous interpretation will be provided into the six OSCE languages (English, French, German, Italian, Russian and Spanish).

## VISA

Participants, if stipulated under the Czech law, are asked to make their own arrangements for securing a **Schengen (short-term) visa** for entry into the Czech Republic. It is recommended to cross-check the most recent visa regulations at the Czech Embassy/Consulate in your country or on the MFA website.

Contacts of Czech Missions abroad, as well as visa forms, can be found on the official **Czech Foreign Ministry website** (English): [http://www.mzv.cz/jnp/en/information\\_for\\_alien/index.html](http://www.mzv.cz/jnp/en/information_for_alien/index.html)  
Section: Entry & Residence

The OSCE Documentation Centre in Prague (Ms. Iveta Dzurikova, email: [iveta.dzurikova@osce.org](mailto:iveta.dzurikova@osce.org) tel: +420 224 186 450, fax +420 224 186 440) stands ready to support participants.

## HOTELS IN PRAGUE

**Participants are kindly requested to make their own travel and accommodation arrangements, which will not be paid for by the OSCE.**

For your convenience, a list of hotels in vicinity of the Czernin Palace (Czech MFA and Forum Venue) is attached in Annex 1.

Please consult the following websites for other hotels:

<http://www.hotel.cz/praha/accommodation/>

<http://www.a-prague.com/>

[http://www.book-travel-prague.com/?locale=en\\_GB](http://www.book-travel-prague.com/?locale=en_GB)

⇒ Due to the time period of the conference which is considered high tourist season in Prague, early booking is highly advisable.

## SOCIAL EVENTS

Participants are kindly invited to the Social Events organized on the occasion of the Forum Meeting.

**Wednesday, 5 September 2018, 19:00:** Reception hosted by the Italian Chairmanship at the Italian Cultural Institute in Prague, Sporkova 14, Mala Strana, 118 00 Prague (in 10 min walk from the Czernin Palace/Forum venue, access upon Forum badge or invitation).

**Thursday, 6 September 2018, 18:30:** Reception hosted by the Co-ordinator of OSCE Economic and Environmental Activities, at the Gardens of the Czernin Palace.

## COFFEE/TEA BREAKS & LUNCH

**Coffee/tea breaks** will be provided to the participants during the Forum Meeting.

Various restaurants are located in vicinity of the Czernin Palace.

## CONFERENCE FACILITIES

### MEETING AREAS

#### On the 1<sup>st</sup> Floor:

|                             |   |
|-----------------------------|---|
| Plenary Hall: "Velký sál"   | All plenary sessions  |
| Mirror Hall: "Zrcadlový"    | informal ad-hoc meetings or side events – <i>in case scheduled</i>                            |
| Gallery Hall: "Galerie"     | Side events – <i>in case scheduled</i>  |
| Oriental Hall: "Orientální" | OSCE Chairmanship Office  |
| Golden Hall: "Zlatý":       | Office of the Co-ordinator of OSCE Economic and Environmental Activities – Meeting Assistance |
| Blue Hall: "Modrý":         | OSCE Documentation Centre in Prague, Language Services  |
| Musical Hall: "Hudební"     | Delegates Working Area  |

### INTERNET WORKING AREA AND TECHNICAL SUPPORT

WiFi is provided in all conference areas.

A working area with IT facilities & Internet access is available in "Musical Hall: "Hudební" near the plenary hall. Telephones in the meeting area can be used free-of-charge for local telephone calls. In case of international calls, please contact the OSCE Documentation Centre in Prague.

A Document Distribution Desk next to the plenary hall will provide assistance to speakers and participants for document registration and distribution, copying of documents and handle requests for technical support.

Technical equipment for presentation of audio-video materials will be provided upon advance request (PowerPoint). Any request on a short notice can be addressed to the Document Distribution Desk or the technician in the hall.

## GENERAL INFORMATION

A map of Prague can be found on the Internet: [www.mapsofprague.com](http://www.mapsofprague.com)

**Currency:** The national currency is Czech Crown. 1 EUR = 25.84 Czech Crown (rate of June 2018).

Several exchange offices and cash machines are located nearby the Czernin Palace, as well as in the hotels.

**Electric current:** the standard voltage throughout the Czech Republic is 220V.

**Time:** CET Prague time differs from Greenwich time by + 1 hour.

## **Getting to Prague city by public transfers:**

### **FROM THE AIRPORT:**

#### **a) By public bus:**

**119:** Prague Airport - Nádraží Veleslavín (metro line A) - **15 min**

**100:** Prague Airport - Zličín (metro line B) - **18 min**

**191:** Prague Airport – Petřiny (metro line A) – Anděl (metro line B) – **50 min**

**910 Night Bus Line:** Airport Zličín - I.P.Pavlova (metro line C) – Kačerov – Modřany – **80 min** (Night service only 0:00 – 4:00 am)

**Bus stop:** Terminal 1; Terminal 2 – in front of the Arrival hall

#### **Public Transport Ticket Sale**

- Public Transport counters in Arrival Halls of Terminals 1 & 2, Visitor Centre, Terminal 1 (from 7 am to 10 pm),
- Visitor Centre T2 Terminal 2 Arrival Hall (from 8 am to 10 pm),
- Non-stop automats placed at Area of baggage reclaim, Terminal 1 Arrival Hall and Terminal 2 Arrival Hall, directly on bus stops (cash required).

Detailed information on the transfers Prague Ruzyne Airport – Prague City can be found:

[www.prg.aero/en/parking-transport/transport/public-transit](http://www.prg.aero/en/parking-transport/transport/public-transit)

**Information on actual public transportation fares is available here:** <http://www.dpp.cz/en/fares-in-prague/>

#### **b) By taxi:**

Contact counters of taxi operators are located at the arriving hall of Terminal 1 and 2. Departure points are displayed in front of arriving halls. Taxi services at guaranteed tariffs prices, depending on standard distances:

FIX TAXI +420 220 113 892

[fix@airportcars.cz](mailto:fix@airportcars.cz)

[www.airportcars.cz](http://www.airportcars.cz)

TAXI PRAHA [+420 220 414 414](tel:+420220414414)

[airport@taxi14007.cz](mailto:airport@taxi14007.cz)

[www.taxi14007.cz](http://www.taxi14007.cz)

### **FROM THE RAILWAY STATION:**

Getting from the Railway Station in Prague to your hotel:

a) By metro (metro line C)

b) By taxi

you may contact the taxi companies: PROFITAXI +420 261 314 151 [objednavky@profitaxi.cz](mailto:objednavky@profitaxi.cz)

or AAATAXI +420 222 333 222 [hotline@aaataxi.cz](mailto:hotline@aaataxi.cz)

Please note that the Organizers will not provide any transfers from the airport or the railways station to the hotels or the conference venue.

## **IMPORTANT NOTICE**

### **Liability - insurance:**

To the full extent permitted under applicable law, neither the OSCE or any of its officials, employees or other representatives shall be liable for loss or damage, however caused, arising out of or in connection with the participation in this conference. This is a comprehensive limitation of liability that applies to damages of any kind, including, without limitation, personal injury, loss of, or damage to, property and claims of third parties.

The Organizers highly recommend to the travelers to pay special attention to their belongings while on travel.

## CONTACTS

### Office of the Co-ordinator of OSCE Economic and Environmental Activities

Wallnerstrasse, 6, 1010 Vienna

Fax. + 43 1 514 36 62 51

#### *For substantial issues:*

Mr. Lorenzo Rilasciati

Senior Economic and Environmental Officer

Head of the Economic and Environmental Forum Unit

E-mail: [lorenzo.rilasciati@osce.org](mailto:lorenzo.rilasciati@osce.org)

Tel: +43 1 514 36 6717

Ms. Brigitte Krech

Economic and Environmental Affairs Adviser

Economic and Environmental Forum Unit

E-mail: [brigitte.krech@osce.org](mailto:brigitte.krech@osce.org)

Tel: +43 1 514 36 6619

#### *For logistical queries:*

Ms. Andrea Gredler

Economic and Environmental Forum Unit

E-mail: [andrea.gredler@osce.org](mailto:andrea.gredler@osce.org)

Tel: +43 1 514 36 6675

#### *For visa issues and registration/accreditation:*

OSCE Documentation Centre in Prague

**Ms. Iveta Dzuriková**

Email: [iveta.dzurikova@osce.org](mailto:iveta.dzurikova@osce.org)

Tel: +420 224 186 450, Fax +420-224 186 440

Updated information regarding the agenda, the social events and last logistical issues for the Concluding Meeting of the 26th OSCE Economic and Environmental Forum will be circulated at a later stage and published on the OSCE Forum website: [http://www.osce.org/event/26th\\_eef\\_2018](http://www.osce.org/event/26th_eef_2018)

## HOTELS IN VICINITY OF CZERNIN PALACE

| HOTEL                                  | ADDRESS                            | WEBSITE  | E-mail/tel   |
|--|------------------------------------|--|--|
| <b>***** STARS HOTELS</b>              |                                    |  |  |
| <b>Aria Hotel</b>                      | Tržistě 9<br>Praha 1               | <a href="http://www.ariahotel.net">www.ariahotel.net</a>   | <a href="mailto:stay@aria.cz">stay@aria.cz</a><br>+420 225 334 111   |
| <b>Golden Well Hotel</b>               | U Zlaté Studně 166/4<br>Praha 1    | <a href="http://www.goldenwell.cz">www.goldenwell.cz</a>   | <a href="mailto:hotel@goldenwell.cz">hotel@goldenwell.cz</a><br>+420 257 011 213                                   |
| <b>**** STARS HOTELS</b>               |                                    |  |  |
| <b>Lindner Hotel<br/>Prague Castle</b> | Strahovská 128<br>Praha 1          | <a href="http://www.lindner.de/cs/praha-hotel-prague-castle">www.lindner.de/cs/praha-hotel-prague-castle</a>                                 | +420 226 080 100<br><a href="mailto:reservations.prague@lindnerhotels.cz">reservations.prague@lindnerhotels.cz</a> |
| <b>Hotel Questenberk</b>               | Úvoz 15/155<br>Praha 1             | <a href="http://www.questenberk.cz">www.questenberk.cz</a>   | <a href="mailto:hotel@questenberk.cz">hotel@questenberk.cz</a><br>+420 220 407 600                                 |
| <b>Hotel Monastery</b>                 | Strahovské nádvoří 13<br>Praha 1   | <a href="http://www.hotelmonastery.cz">www.hotelmonastery.cz</a>   | <a href="mailto:monastery@avehotels.cz">monastery@avehotels.cz</a><br>+420 – 233 090 200                           |
| <b>Dům u červeného lva</b>             | Nerudova 41<br>Praha 1             | <a href="http://www.hotelredlion.cz">www.hotelredlion.cz</a>   | <a href="mailto:redlion@avehotels.cz">redlion@avehotels.cz</a><br>+420 257 533 832                                 |
| <b>Biskupský dům</b>                   | Dražického nám. 6,<br>Praha 1      | <a href="http://www.hotelbishopshouse.cz">www.hotelbishopshouse.cz</a>   | <a href="mailto:bh@avehotels.cz">bh@avehotels.cz</a><br>+420 257532 320  |
| <b>U páva</b>                          | U lužického semináře 32<br>Praha 1 | <a href="http://www.hotel-upava.cz">www.hotel-upava.cz</a>   | <a href="mailto:rezervace@hotel-upava.cz">rezervace@hotel-upava.cz</a><br>+420 257 533 573                         |
| <b>U krále Karla</b>                   | Nerudova – Úvoz 4<br>Praha 1       | <a href="http://www.ukralekarla.cz">http://www.ukralekarla.cz</a>  | <a href="mailto:praguereservation@axxos.co">praguereservation@axxos.co</a><br>+420 257 531 211                     |
| <b>Hotel Pyramida</b>                  | Bělohorská 24<br>Praha 6           | <a href="http://www.hotelpyramida.cz">www.hotelpyramida.cz</a>   | <a href="mailto:rezervace@hotelpyramida.cz">rezervace@hotelpyramida.cz</a><br>+420 233 102 281                     |
| <b>Hotel Constans</b>                  | Břetislavova 309<br><br>Praha 1    | <a href="http://www.hotelconstans.cz">www.hotelconstans.cz</a><br><a href="mailto:reception@hotelconstans.cz">reception@hotelconstans.cz</a> | +420 234 091 818   |
| <b>Hotel U raka</b>                    | Černínská 10<br>Praha 1            | <a href="http://www.hoteluraka.cz">www.hoteluraka.cz</a>   | <a href="mailto:info@hoteluraka.cz">info@hoteluraka.cz</a><br>+420 220 511 100                                     |
| <b>Domus Henrici</b>                   | Loretánská 11<br>Praha 1           | <a href="http://www.hidden-places.com">www.hidden-places.com</a>   | <a href="mailto:henrici@hidden-places.com">henrici@hidden-places.com</a><br>+420 220 511 369                       |
| <b>Domus Balthasar</b>                 | Mostecká 5<br>Praha 1              | <a href="http://www.hidden-places.com">www.hidden-places.com</a>   | <a href="mailto:balthasar@hidden-places.com">balthasar@hidden-places.com</a><br>+420 257 199 499                   |
| <b>Hotel U Tří Pštrošů</b>             | Dražického nám. 76/12<br>Praha 1   | <a href="http://www.utripstrosu.cz">www.utripstrosu.cz</a>   | <a href="mailto:reservation@utripstrosu.cz">reservation@utripstrosu.cz</a><br>+420 257 288 888                     |
| <b>*** STARS HOTELS</b>                |                                    |  |  |
| <b>Hotel Jelení dvůr</b>               | Jelení 197/7<br>Praha 1            | <a href="http://www.hoteljelenidvur.cz">www.hoteljelenidvur.cz</a>   | <a href="mailto:jelenidvur@eahotels.cz">jelenidvur@eahotels.cz</a><br>+420 233 028 333                             |
| <b>Hotel Adalbert</b>                  | Markétská 1<br>Praha 6             | <a href="http://www.hoteladalbert.cz">www.hoteladalbert.cz</a>   | <a href="mailto:recepce@hoteladalbert.cz">recepce@hoteladalbert.cz</a><br>+420 220 406 170                         |
| <b>Hotel U kříže</b>                   | Újezd 20<br>Praha 1                | <a href="http://www.ukrize.cz">www.ukrize.cz</a>   | <a href="mailto:hotel@ukrize.com">hotel@ukrize.com</a><br>+420 257 312 523   |
| <b>Hotel Hormeda</b>                   | Na Zástřelu 422/15<br>Praha 6      | <a href="http://www.hormeda.cz">www.hormeda.cz</a>   | <a href="mailto:hormeda@hormeda.cz">hormeda@hormeda.cz</a><br>+420 220 513 604                                     |