



EU2022.CZ
Parliamentary Dimension



POSLANECKÁ
SNĚMOVNA
PARLAMENTU
ČESKÉ REPUBLIKY

Conference of Speakers of the European Union Parliaments (EUSC)

Venue: Prague Congress Centre

Date: April 24 – 25, 2023

GENERAL INFORMATION

Version of February 27, 2023

CONFERENCE VENUE

Prague Congress Centre

5. května 1640/65, 140 21, Praha 4-Nusle

<https://praguecc.cz/en/homepage>

GPS: 50.062112,14.428886

To enter, please use entrance no. 10 (see the map on the last page)

REGISTRATION OF PARTICIPANTS

Delegations must register for the event using an online registration platform. The link to the registration platform and password will be sent by e-mail to each chamber's Permanent Representative to the European Union or your parliament's contact person.

The registration platform will open on **March 1, 2023**.

Please note that ambassadors or other diplomatic representatives accompanying each delegation also have to be registered via the online registration system. Due to space constraints, only one representative from each embassy will be able to attend.

You will be able to log into the system and change the data until **Friday, 31 March 2023**.

For any additional questions regarding the registration, please contact:

Mr Milan Petřík
Tel.: +420257072585
Email: petrikm@senat.cz

Mr Jiří Krbec
Tel.: +420257072761
Email: krbecj@senat.cz

All personal data collected through the registration platform will be processed pursuant to the General Data Protection Regulation.

ACCREDITATION & IDENTIFICATION BADGES

The registration information will be used to prepare pins and badges as follows:

Pin + Red	Head of Delegation
Blue	Member of Parliament
Green	Secretary General
Orange	Delegation staff
White	Organisational staff
Black	Security
Violet	Interpreter
Yellow	Media
Grey	Technical staff

Delegations will receive their accreditation badges and pins from the Liaison Officer in charge of their delegation. **For security reasons, all participants are requested to wear their identity badges visibly at all times during the event.**

LIAISON OFFICERS

Each delegation (chamber) will be assigned a Liaison Officer who will meet the Head of Delegation on arrival and will accompany the delegation until departure. The Liaison Officer will also serve as the delegation's main point of contact.

ARRIVAL AND TRANSPORT

Delegations are kindly asked to specify their intended means of travel to the Czech Republic in the online registration platform, as well as the time and place of arrival and departure. If a delegation intends to arrive by a special charter flight, information on the aircraft must be provided. A VIP lounge will be available at Václav Havel Airport in Prague.

Any changes concerning the travel arrangements should be updated as soon as possible in the online registration platform and after the deadline a designated Liaison Officer should be informed.

Upon arrival at the Václav Havel Airport on April 23 and 24, delegations led by presidents/speakers of their respective chambers (protected persons according to the Czech legislation) will be provided with one escort Police car, one VIP vehicle and one additional minibus. It is possible to include **one** additional embassy vehicle into the motorcade. Delegations led by vice-presidents, deputy speakers or committee chairpersons will be provided with one escort Police car and one additional minibus. It is possible to include **two** additional embassy vehicles into the motorcade.

Delegations led by presidents/speakers of their respective chambers and coming by car will be met by an escort Police car and a VIP vehicle at the border crossing indicated in the online registration platform.

Delegation members travelling separately are asked to organise their own transport to their hotels. Václav Havel Airport Prague (<https://www.prg.aero/en/>) is located about 20km from the city centre, which is approximately a 20-45 minutes' drive depending on traffic. You can reach Prague Airport by taxi or public transportation (bus, metro - for more information please visit <https://www.dpp.cz/en>).

Since both hotels are within the walking distance from the Prague Congress Centre, there will be no official transport between the hotels and the conference venue.

Transport to the airport or the border crossings will be provided on Tuesday April 25 according to the needs of respective delegations. The motorcades will be the same as those used upon arrival. Delegations planning a later departure are kindly asked to arrange transport in cooperation with their respective embassies.

Transport from the session hotels to social events will be provided by buses. All participants are kindly asked to use the official buses and not any kind of own transport.

VISAS

Participants requiring entry visas can obtain them through regular diplomatic channels.

SECURITY

Security will be provided by the Protection Service of the Police of the Czech Republic. Each President/Speaker will be assigned one Czech close protection officer.

We kindly ask that delegations mention any firearm permit requests, which would allow their security officers to carry firearms and use radio equipment during the event, when registering on the platform.

In addition, an official request (note verbale) must be sent to the Ministry of Foreign Affairs of the Czech Republic via respective embassies accredited in the Czech Republic.

However, security officers are kindly asked to consider not bringing firearms with them, as firearms will not be allowed in the Conference Centre or social event venues under any circumstances.

ACCOMMODATION

Two session hotels have been chosen, both within the walking distance from the conference venue. Feel free to book your accommodation even before the conference registration platform is opened, the rooms will be assigned on a first come, first served basis.

OPTION 1: HOLIDAY INN PRAGUE

Na Pankráci 15/1684, Prague 4, 140 00 Czech Republic
A four-star hotel, less than one minute walk to the conference venue.
[Business Hotel: Holiday Inn Prague \(ihg.com\)](https://www.ihg.com)

The prices start at 134 € per night (breakfast and all taxes included)

Please use **ONLY** the following link to book accommodation at this hotel at a special rate.
[Senat CR - Special Rate](#)

Cancellation Policy

A deposit of 1 night is due at the time of booking. Cancelling your reservation before 4:00 PM (local hotel time) on Sunday, April 9, 2023, will be free of charge. Cancelling your reservation after 4:00 PM (local hotel time) on April 9, 2023, will result in a charge for 1 night per room to your credit card or other guaranteed payment method.

OPTION 2: CORINTHIA PRAGUE

Kongresová 1, Prague 4, 140 69, Czech Republic
A five-star hotel, about 4 minutes' walk to the conference venue
[5 Star hotels in Prague | Luxury Hotel Prague | Corinthia Prague - Corinthia](#)

The prices start at 134 € per night (breakfast and all taxes included)

Please use **ONLY** the following link to book accommodation at this hotel at a special rate.
<https://reservations.corinthia.com/?Hotel=28701&Chain=10210&locale=en-GB&arrive=23/04/2023&depart=25/04/2023&group=XSPA230423>

Cancellation Policy

- Up to 28 days before arrival free of charge
- Between the 27th and the 14th day of arrival, a cancellation fee of the first night will be charged
- Less than 13 days before arrival, the entire stay will be charged

INTERPRETATION

The working languages of the conference are Czech, English, and French.

Delegations who wish to bring their own interpreters are kindly asked to specify the need for an interpretation booth in the online registration platform by **March 31, 2023**.

CONFERENCE DOCUMENTS

The documents intended for the delegations will be sent to each chamber's Permanent Representative to the European Union by e-mail. They will also be available online at www.parleu2022.cz and IPEX.eu. Hard copies will also be available at the conference venue.

CONFERENCE FORMAT, NUMBER OF PARTICIPANTS

The delegation in the conference hall is limited to the **1+5 format** per chamber including one embassy representative. Delegation members exceeding this format will be able to follow the discussion on a screen in a smaller room close to the main conference hall. Due to the overall logistics, we kindly ask the participating delegations not to exceed an **overall 1 + 7 format per chamber**.

TAKING THE FLOOR

Requests to take the floor will be made electronically from the participant's seat. Participants wishing to take the floor during the meeting will be kindly requested to press the button on the conference unit on their desk.

SOCIAL EVENTS

On **Sunday 23**, Ms Markéta Pekarová Adamová, Speaker of the Chamber of Deputies, will host a meeting followed by a dinner for female presidents/speakers starting at 5. p. m. at the **Prague Crossroads** (<http://www.praguecrossroads.com/>). Official invitation and additional information will be sent to concerned presidents/speakers via Permanent Representative to the European Union or parliament's contact person.

On **Monday, April 24**, a reception for all participants will be given, starting at 8,00 p.m. The venue is still TBC, but it will be one of the historic buildings in the centre of Prague.

On **Tuesday, April 25**, the conference will be closed by a buffet lunch at the conference venue (Restaurant ZOOM).

Please use the registration platform to confirm your presence at the dinner on Sunday, April 23, reception on Monday, April 24, and the buffet lunch on Tuesday, April 25. Information on dietary restrictions is needed only for the dinner for female presidents / speakers (April 23), the other two events will be in the form of buffet, therefore information on dietary restrictions is not necessary.

BILATERAL MEETINGS

Delegations wishing to book a room for bilateral meetings are asked to inform their Liaison Officer well in advance.

MEDICAL ASSISTANCE

Medical assistance will be available for the duration of the conference.

WI-FI

Wi-Fi will be available at the conference venue. The access information will be provided at the conference venue.

MEDIA

The meetings will be broadcast as a live stream on www.parleu2022.cz. Upon accreditation to the conference, you agree to transfer to www.parleu2022.cz, represented by Czech Parliamentary Administration, the non-exclusive, perpetual, irrevocable and worldwide right to your speech and / or statements and to all images and videos of you produced at the conference. This includes the right to sublicense, reproduce, modify, distribute, broadcast, publicly perform, publicly display and make available to the public in any form and in any medium, whether known or lately developed.

SMOKING

Smoking is not allowed in enclosed public spaces in the Czech Republic. However, smoking will be permitted outside of the building or in the designated smoking area on the terrace close to the main conference hall.

CURRENCY

The currency of the Czech Republic is the Czech Crown (CZK).

1 EUR = 23,7 CZK (February 2023)

EMERGENCY NUMBER:

112

COUNTRY CODE

+420

TIME ZONE

Local time in the Czech Republic is UTC+1.

POWER SUPPLY

In the Czech Republic, the power plugs and sockets are of type E. The standard voltage is 230 V and the standard frequency is 50 Hz.

WEATHER

The weather in April is very changeable with both sunny and rainy periods. The average temperatures for the city are usually between 13 and 18°C in the afternoon and 2 and 5°C during the night and early morning.

COVID PROTECTION MEASURES

At the present time, there are no COVID-19 restrictions in the Czech Republic. The latest information is also available at the dedicated web pages of the Czech Ministry of Interior: <https://www.mvcr.cz/mvcren/article/coronavirus-information-of-moi.aspx>.

EMBASSIES

For information on embassies located in Czech Republic, please visit https://www.mzv.cz/jnp/en/diplomatic_missions/foreign_missions_to_the_czech_republic/index.html

CONTACT PERSONS

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Ms Dita VOLESKÁ

Representative of the Czech Senate to the European Parliament

Mobile phone: +420 605 363 878

E-mail: voleskad@senat.cz, dita.voleska@natparl.ep.europa.eu

For information regarding the meeting and dinner for female presidents/speakers on April 23, 2023:

Ms Barbora TLAMYCHOVÁ

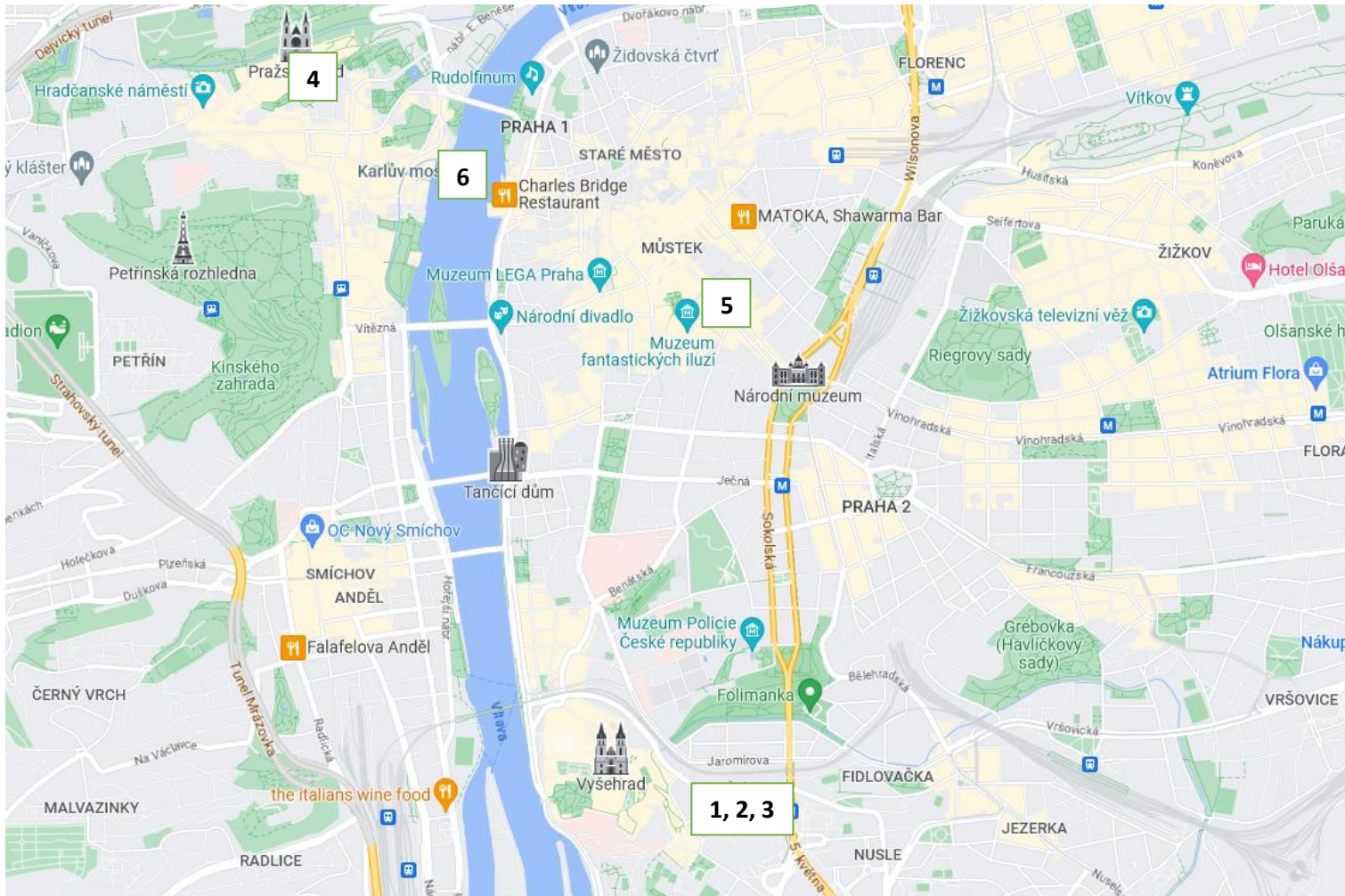
Permanent representative of the Chamber of Deputies to the European Parliament

Mobile phone: +420 727 807 535

E-mail: barbora.tlamychova@natparl.ep.europa.eu

Should you need further information, please contact: EUSC2023@senat.cz

MAP OF PRAGUE



1. Prague Congress Center
2. Holiday Inn
3. Corithia Prague hotel
4. Prague Castle
5. Wenceslas Square
6. Charles bridge

MAP OF THE CONFERENCE VENUE – ENTRANCE

