



10th session

Meeting of the Parties to the Water Convention

23-25 OCTOBER 2024 | LJUBLJANA | SLOVENIA

PRACTICAL INFORMATION NOTE



MEETING VENUE AND REGISTRATION

Meeting venue

[Ljubljana Exhibition and Convention Centre](#)

Dunajska cesta 18

1000 Ljubljana

Access to the meeting venue will only be granted to registered participants upon presentation of a valid ID or passport.

Venue is accessible to participants with reduced mobility.



Registration of participants

Countries and organizations are invited to **designate their representative(s) by 1 September 2024**.

Registration is open, and all participants need to register online **by 15 September 2024**, using the following link: https://indico.un.org/e/MOP10_Water_Convention.

- *Step 1:* Create an account in Indico
(tutorial: <https://indicohelp.unog.ch/userguides/create-your-account/>)

Once you have created your account, you can now register for the meeting.

- *Step 2:* Register for the meeting in Indico
(tutorial: <https://indicohelp.unog.ch/userguides/registration-with-an-indico-account/>)

Participation in the meeting is subject to the approval of the registration by the Secretariat.

For assistance with registration, please see the instructions on the meeting's web page or contact the secretariat by e-mail (water.convention@un.org).



CREDENTIALS

Only applicable to Parties to the Water Convention

All [Parties to the Water Convention](#) must submit their credentials to the secretariat. Credentials, which are issued either by the Head of State, the Head of Government or the Minister for Foreign Affairs,



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should indicate the composition of the delegation, including the head of delegation, and should state that the respective delegation is empowered to participate in the meeting and take decisions on behalf of the respective Government, following the applicable rules of procedure. The credentials should list all official representatives of the corresponding Party.

Please find an example of credentials [here](#).

Parties to the Convention are requested to send a **scanned copy** of their credentials **by 1 October 2024** to the secretariat by email (water.convention@un.org), with a copy to their permanent mission to the United Nations Office and other international organizations in Geneva. **Originals** of credentials should be presented to the secretariat upon arrival in Ljubljana and **before the start of the 10th session**.

Parties are encouraged to include representatives of their embassies in Slovenia in the credentials.

Non-Parties do not need to submit credentials.



CONFERENCE DETAILS

Provisional organization of work

The 10th session of the Meeting of the Parties to the Water Convention will start at 10 a.m. on Wednesday, 23 October 2024 and will end at 6 p.m. on Friday, 25 October 2024.

23 October		24 October		25 October	
	Registration	8:30-9:45	Side events	8:30-9:45	Side events
10:00-13:00	High-level segment	10:00-13:00	General segment	10:00-13:00	General segment
13:00-15:00	Side events (13:15-14:45) & Lunch	13:00-15:00	Side events (13:15-14:45) & Lunch	13:00-15:00	Side events (13:15-14:45) & Lunch
15:00-18:00	High-level segment	15:00-18:00	General segment	15:00-18:00	General segment
	General segment				

All official sessions will be organised in the form of a plenary. More information on the programme will become available on the website in due course (https://unece.org/MOP10_Water_Convention).



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Statements during the meeting

Representatives are invited to contribute to the plenary discussions. Speakers are asked to limit the length of their interventions to three minutes during the high-level segment and two minutes during the general segment. The Chair will strictly enforce this time limit. Delegations are asked to inform the Secretariat (water.convention@un.org) **by 10 October 2024** if they intend to make a statement and to specify under which agenda item(s). Statements should be submitted to the secretariat in electronic form prior to the meeting, in order to facilitate the work of the interpreters. In case of insufficient time for statements, they will be posted on the webpage.

Management of documents

All official and unofficial documents for the meeting will be made available on the webpage of the 10th session of the Meeting of the Parties (https://unece.org/MOP10_Water_Convention).

The meeting will follow a PaperSmart model. Therefore, delegates are asked to bring their own copies of documents or laptops. Internet access to documents will be provided during the meeting.

Working languages

Simultaneous interpretation in Arabic, English, French, Russian and Spanish will be provided during all plenary sessions.

Livestreaming of the meeting

The meeting will be livestreamed on Zoom in all five languages. Recordings of the meeting will also be available, following the meeting.



SIDE EVENTS

A programme of 15 side events will complement the official agenda. A detailed schedule will be made available on the webpage of the meeting closer to the date.



FINANCIAL SUPPORT

Nominated eligible participants from countries with economies in transition and developing countries may apply for financial support to facilitate their participation in the meeting.

Applications for financial support should be submitted together with the **financial support request form duly signed by the authorized high-level official** and registration in Indico (https://indico.un.org/e/MOP10_Water_Convention) to the secretariat (water.convention@un.org) as soon as possible but **not later than 19 August 2024**.

Only limited funding is available. If a minister is participating, financial support might be allocated to two people in the delegation. Otherwise, only a maximum of one participant per country/organization might be eligible for support. Priority will be given to Parties, countries in accession, countries



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represented at high level (ministerial level) and presenters. The secretariat will inform in early September whether applications have been accepted. Countries and organizations are encouraged to look for additional sources of funding through their institutions' budget, national and basins projects and partners, as the secretariat may not be able to respond positively to all requests.



Participants requiring an entry visa for Slovenia are expected to make their own visa arrangements. Slovenia is part of the Schengen area. Information about visas can be found at the following link: <https://www.gov.si/en/topics/entry-and-residence/>

Additional information on the visa process within the Schengen area, which Slovenia is part of, can be found at: https://home-affairs.ec.europa.eu/policies/schengen-borders-and-visa/visa-policy_en

The Schengen visa has to be applied for at the Slovenian diplomatic mission (embassy) or at the embassy of the other EU Member State representing Slovenia in issuing Schengen visas. The information about the competent embassy where to apply for a visa will be given after registration, together with a personal invitation by the host country.

Participants requiring a visa are therefore invited to register as soon as possible and start the visa application procedure **at least 5 weeks in advance**, which means no later than in the second half of September.

A visa application should include:

1. a personal invitation by the host country Slovenia (*received after registration*)
2. an email confirmation of your registration approval by the Water Convention Secretariat (UNECE)
3. In addition:

In the case of the representative of the State Party to the Water Convention or other UN Member State: a diplomatic note with the names of delegation members is highly recommended to facilitate expedited visa processing;

In the case of the representative of governmental and non-governmental organisations: a formal letter with the appointment of the representative by the organisation concerned is requested;

In the case of the media representative: a formal letter with the appointment of the representative by the Media house concerned is requested.



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MEALS AND RECEPTION

During all three days of the meeting, the Government of Slovenia will offer breaks at the meeting venue. Lunch services will be arranged in the vicinity of the meeting venue. On the evening of the first day of the meeting (Wednesday, 23 October), the Slovenian Government will host an official dinner reception for all participants, followed by a cultural and musical program.



ACCOMMODATION

Participants are responsible for booking and covering the costs of their accommodation.

The Slovenian organization team has selected 6 hotels, closest to the meeting venue, with **negotiated rates for MOP10 participants**, from 126 to 160 EUR (approx. 135 to 170 USD). Participants are recommended to book hotel rooms in Ljubljana in advance, since the links for bookings at **preferential rates are valid until September 2024** (see hotels for more details). Bookings must be guaranteed by a credit card, providing the card number and the expiration date.

How to benefit from the negotiated rate?

- For the Grand Plaza Hotel and the Park Hotel, kindly write to the email addresses mentioned below;
- For all the other hotels, click on the relevant hyperlink and proceed on the booking page that will open, which will automatically reflect the negotiated rate.

Free cancellation up to 15 days before arrival are offered. In case of no-show or cancellation within the notice period, the hotel will charge the credit card presented with the hotel booking form. All hotels offer a free Wi-Fi, breakfast is included in the price.



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Grand Plaza Hotel, Ljubljana*****

Slovenska cesta 60
1000 Ljubljana
T: +386 1 243 01 00

Preferential rates are valid until 15 September

www.grandplazahotel.si

Booking can be done by sending an email request to spela.zupanc@grandplazahotel.si



King Room (double bed or separate bed)

One person 149 EUR

Two persons 179 EUR

Superior Room (double bed or separate bed)

One person 159 EUR

Two persons 189 EUR

Breakfast included

600 m or 9 minute-walk to the venue

Park Hotel***

B&B Hotel, Tabor 9
1000 Ljubljana
T: +386 1 300 25 00

www.hotel-bb.com/sl/hotel/ljubljana-park

Booking can be done by sending an email request to sales-ljubljana@hotelbb.com



One-bed room 100 EUR

Two-bed room 100 EUR

One room for 2 persons (2 beds) 110 EUR

Suite for two persons 110 EUR

Breakfast included

1,5 km or 23 minute-walk to the venue



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EUROSTARS uHOTEL****

Miklosic 3 hotel d.o.o.
Miklošičeva cesta 3
1000 Ljubljana
T: +386 (0) 1 308 1170

Preferential rates valid until 10 September

BOOKING LINK:

www.eurostarshotels.co.uk/eurostars-uhotel/mice.html?s=MOP10&promotion_code=MOP10



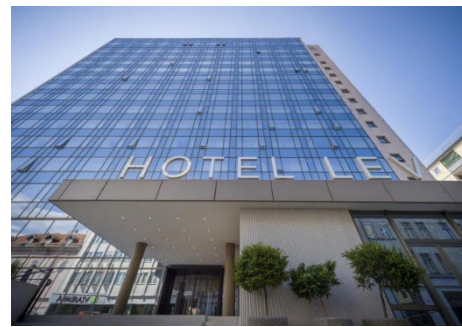
1 person = 135 EUR
2 persons = 155 EUR
Breakfast included
1,2 km or 17 minute-walk to the venue

Hotel Exe Lev****

Vošnjakova ulica 1
1000 Ljubljana
T: + 386 (0) 1 308 7000
Preferential rates valid until 10 September

BOOKING LINK:

https://www.eurostarshotels.co.uk/exe-lev/mice.html?s=MOP10&promotion_code=MOP10



1 person = 115 EUR
2 persons = 135 EUR
Breakfast included
950 m or 13 minute-walk to the venue



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City Hotel Ljubljana***superior

Dalmatinova 15

1000 Ljubljana

T: +386 1 239 00 00

Preferential rates valid until 5 September

BOOKING LINK:

<https://www.cityhotel.si/events/eid/584/>



Comfort single use: 119 EUR

Comfort double use: 134 EUR

Breakfast included

1,2 km or 17 minute-walk to the venue

Best Western Premier Hotel Slon****

Slovenska cesta 34

1000 Ljubljana

T: +386 1 470 11 00

Preferential rates valid until 5 September

BOOKING LINK:

<https://reservations.travelclick.com/102655?groupID=4172097>



Comfort single use: 129 EUR

Comfort double use: 144 EUR

Breakfast included

1,1 km or 17 minute-walk to the venue

***All hotel prices are per night. A tourist tax per person per day is 3,13€ for each of the hotels.**



AIRPORT AND OTHER MEANS OF ARRIVING TO LJUBLJANA

To come to the meeting, participants might arrive in Ljubljana by plane to the Ljubljana Airport Jože Pučnik, by train to the Ljubljana Rail Station or by other means of transportation.

It is also possible to land on one of the closest airports in Italy (Trieste or Venice), Zagreb (Croatia) and Austria (Graz) and connect Ljubljana by bus or train (around 2 hours).

Arrival at Jože Pučnik airport in Ljubljana

The official side of Ljubljana Airport can be found at the following site: [Ljubljana Airport | Ljubljana Airport \(lju-airport.si\)](https://www.ljubljana-airport.si)





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Arrival at Ljubljana Rail Station

Information for arriving at the Ljubljana's Main Rail Station can be found at: [Tickets and Discounts - Slovenske železnice – Potniški promet \(sz.si\)](#)

Arrival in airports in neighboring countries

It is also possible to arrive to Ljubljana coming from the neighboring airports, for example Zagreb (Croatia), Venice (Italy) or Trieste (Italy), etc. All three airports offer regular bus and/or train transportation lines to Ljubljana:

- Zagreb (Croatia) – Ljubljana: 2h30 by bus
- Trieste (Italy) – Ljubljana: about 1h45 by bus
- Venice (Italy) – Ljubljana: around 3h.

Detailed information on transportation options from the neighboring airports will be available for participants in early September.



TRANSFER FROM LJUBLJANA AIRPORT

Participants – excluding VIPs (see below) – **are requested to make their own, self-paid arrangements of transportation from and to the airport.**

The Slovenian Jože Pučnik Airport is located 25 km from the city centre of Ljubljana. More information about transportation to leave the airport is available at <https://www.lju-airport.si/en/transport/>.

Transfer for VIPs

Ministers and Vice-Ministers of the States Parties to the Water Convention and other United Nations Member States and Secretary Generals of the Intergovernmental Organizations (VIPs) will be welcomed at the Ljubljana Airport, and their transfer to and from the airport will be arranged (GoOpti Airport Transfer).

All other participants arriving at the Ljubljana Airport Jože Pučnik are welcome to use an organized shuttle, taxi or bus service from the airport to their hotels. This is a self-paid transportation.

Shuttle services

Information on shuttle services can be found at [Shuttle service | Ljubljana Airport \(lju-airport.si\)](#).

Special rates for MOP10 participants have been negotiated with NOMAGO (one of the shuttle providers) to the selected hotels (see section above on accommodation): 12 EUR one way and 24 EUR return ticket. Booking of the shuttle service can be made via the following link: <https://tinyurl.com/2vmheshd>.



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Taxi services

Participants have the possibility to use the taxi services, provided at the Ljubljana Airport Jože Pučnik. The taxi drive from the airport to Ljubljana is approximately 45 minutes, with an estimated price of 40 EUR.

Information on taxi services can be found at: [Taxi | Ljubljana Airport \(lju-airport.si\)](#) and [Taxi | Visit Ljubljana](#).

Bus services

There is a bus stop near the terminal at the Ljubljana Airport Jože Pučnik. Every two hours there is a bus transfer to Ljubljana, costing 3,7 EUR one way (during the week). Information on bus services can be found at: [Public BUS | Ljubljana Airport \(lju-airport.si\)](#)



CONFERENCE FACILITIES



The Ljubljana Exhibition and Convention Center is a modern event center in the center of Ljubljana. More information is available at: [Ljubljana fair](#)



ABOUT SLOVENIA AND LJUBLJANA

With an area of 20,271 km², Slovenia is one of the smaller to medium-sized European countries. The length of the state border is 1,382 km, of which 921 km is land, 413 km is river and 48 km is sea. The Slovenian Adriatic coast is 46.6 km long. The capital city is Ljubljana, which is the economic, cultural and political center, and the highest peak is Triglav (2864 m).

More than half of the area, 1,177,244 ha, is covered by forests, only Finland and Sweden have a higher share of forests in Europe. Slovenia is one of the most sparsely populated European countries due to its mountaineering and extensive forest stands.

Slovenia is a mixture of Pannonian, Alpine and Mediterranean world, reflected in its natural, cultural and gastronomic diversity. It is a world of unique, boutique experiences and exceptional individuals. The bustling city streets and squares overflow with countless paths through the picturesque countryside. Here, outdoor activities and top-notch cuisine with seasonal and local ingredients are associated with health and well-being. Slovenia is bordered by Italy to the west, Austria to the north, Hungary to the northeast, and Croatia to the east and south.



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As early as 2010, the United Nations General Assembly identified the right to water as a fundamental human right. Slovenia has joined this commitment by inscribing the inalienable right to water into its constitution. This step means that water resources are a public good that cannot be privatised, and that the supply of drinking water to the population cannot be a commercial activity, but must be carried out as a non-profit public service.

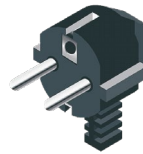
You can find more information about Slovenia at [The official travel guide to Slovenia](#) | [I feel Slovenia](#).

Time zone GMT + 1 hour
Currency European Euro (EUR)
1 EUR = 1,07 USD

Electricity The voltage in Slovenia is 230 volts, 50 Hz

Power plugs and sockets are F type

Weather: <https://meteo.arso.gov.si/met/en/>



About Ljubljana

Categorized as a medium-sized European city, Ljubljana (its name derives from the word 'ljubljen', meaning 'loved') offers everything a metropolis does, yet preserves its small-town friendliness. Today scientists are drawn to the city because of its high-caliber institutes and university, as are artists due to its world-famous graphic biennial, art academy and countless art galleries. As four Slovene regions meet in Ljubljana, the city's numerous restaurants and inns offer a wide range of local delicacies, not to mention superb wines.

The Dragon Bridge, presented on the MOP 10 logo, is the most famous image of Ljubljana, followed by the Three Bridges, crossing river Ljubljanica, an architectural creation by the world-famous Slovenian architect Jože Plečnik, whose creations can be admired all over Vienna and Prague.

You can find more information about Ljubljana at [LJUBLJANA, CITY OF DRAGONS](#) | [Visit Ljubljana](#).



CONTACTS

For issues related to financial support and registration: Water Convention Secretariat, Water.convention@un.org; +41 22 9171606; +41 22 9172305.

For advice on substantive matters: Water.convention@un.org

For logistical issues and visa information: Maša Deželak: masa.dezelak@gov.si; +386 1 478 7308