



## Executive Council

Ninety-fifth session  
Belgrade, Serbia, 27-29 May 2013

CE/95/Note Inf. 1  
Madrid, 27 March 2013  
Original: English

### Information Note 1

#### 1. Place and dates of the session

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In accordance with decision CE/DEC/19(XCIV) adopted at its ninety-fourth session held in Campeche, Mexico, the Executive Council will hold its ninety-fifth session on **28-29 May 2013** in **Belgrade, Serbia**, by invitation of the Government of the Republic of Serbia. The **opening ceremony**, followed by a **welcome reception**, is scheduled to be held on **Monday, 27 May, at 20:00, at Belgrade City Council** (Trg Nikole Pasica 6). The working sessions of the Council will take place at the **Palace of Serbia** (Mihajlo Pupin Boulevard 8).

**A pre-Council seminar on “Sustainable Tourism at Inland Water Destinations” will be held on Sunday, 26 and Monday, 27 May.** Invitees wishing to participate in this *floating conference* may choose to board the boat **either on Saturday the 25<sup>th</sup> or on Sunday the 26<sup>th</sup>**. The seminar will represent a unique experience on a Danube river cruise that will allow tourism authorities, experts and practitioners from different parts of the world to discuss and review opportunities and challenges of sustainable tourism at inland water destinations, such as rivers, lakes, canals, estuaries, deltas and marshes.

Council members are warmly invited to participate in the seminar whose programme is annexed to the Council programme. A separate, detailed Information Note for the seminar will also be issued and posted on the UNWTO website.

#### 2. Contact details of the organizing committee

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UNWTO coordinators	Host country coordinators
<p><b>Mr. Munir RAYES</b> Chief of Conferences Tel.: +34 915 678 189 E-mail: <a href="mailto:conf@unwto.org">conf@unwto.org</a></p> <p><b>Ms. Azucena PERNÍA</b> Senior Assistant, Conferences Tel.: +34 915 678 188 E-mail: <a href="mailto:council@unwto.org">council@unwto.org</a></p>	<p><b>Ms. Vera JANKOVIC</b> Head of Unit, Ministry of Finance and Economy Tel.: +381 11 2855 224 Email: <a href="mailto:vera.jankovic@mfp.gov.rs">vera.jankovic@mfp.gov.rs</a></p> <p><b>Ms. Ivana VELJKOVIC</b> Adviser, Ministry of Finance and Economy Tel.: +381 11 2855 351 Email: <a href="mailto:ivana.veljkovic@mfp.gov.rs">ivana.veljkovic@mfp.gov.rs</a></p>



	<b>Mr. Igor Kovacevic</b> Advisor, Serbia Convention Bureau Tel: +381 11 655 7 102 Email: <a href="mailto:ikovacevic@serbia.travel">ikovacevic@serbia.travel</a>
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### 3. Registration for the Council session

Registration for the Council session will be carried out **online**. The registration form is available on the UNWTO website at: <http://lmd.unwto.org/en/webform/executive-council-ninety-fifth-session>. Participants are requested to kindly complete the online registration form **by Friday, 3 May 2013**.

### 4. Status of participants

The Government of the Republic of Serbia will take the necessary steps to facilitate the arrival, stay and departure of all participants invited by the Organization. During their stay, participants will enjoy the privileges and immunities accorded to delegates in events of the UNWTO, in accordance with the provisions of the Convention on the Privileges and Immunities of the Specialized Agencies of the United Nations.

### 5. Entry formalities

The Government of the Republic of Serbia will, in accordance with its legislation, provide the appropriate visa to all delegates attending the ninety-fifth session of the Executive Council, upon presentation of the letter of convocation for the Council at the relevant Serbian consular mission.

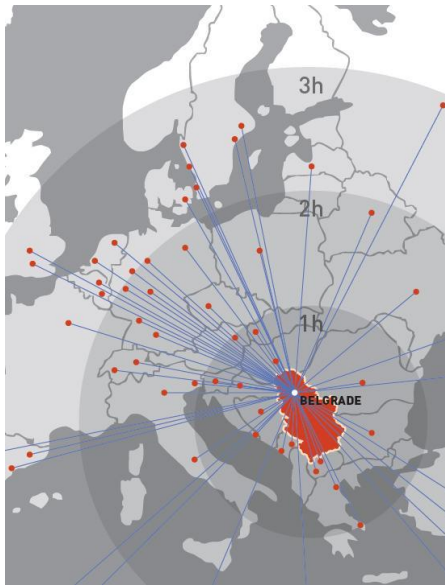
**Please note that NO visas-on-arrival can be issued. Participants are kindly requested to make the necessary arrangements to obtain their visas beforehand.**

For more information about visa requirements, please visit the website of the Ministry of Foreign Affairs of the Republic of Serbia at: <http://www.mfa.gov.rs/en/consular-affairs>. The same website features a list of diplomatic and consular missions of Serbia with their corresponding countries of jurisdiction.

For enquiries on visas, please contact:

UNWTO	Host country
Ms. Johanne Thébaud Principal Protocol Officer <a href="mailto:jthebaud@unwto.org">jthebaud@unwto.org</a>	Mr. Ivan Cenic Multilateral Cooperation Sector, Ministry of Foreign Affairs Tel.: +381 11 306 8821 <a href="mailto:ivan.cenic@mfa.rs">ivan.cenic@mfa.rs</a>  Mr. Jugoslav Djordjevic Counsellor Department for Neighbouring and South-East European Countries, Ministry of Foreign Affairs Tel.: +381 11 306 8710 <a href="mailto:jugoslav.djordjevic@mfa.rs">jugoslav.djordjevic@mfa.rs</a>

## 6. Access to Belgrade and discounts on air fares



Serbia is located in south-east Europe. Belgrade, the capital, is accessible through more than 400 direct flights per week from over 50 cities in Europe and the Middle East. For overseas flights, a stop-over for a connecting flight is usually done via Frankfurt, Vienna, Munich or London.

Belgrade International Airport is located just 15 minutes from the Council venue and 15 minutes from the main hotels selected for the Council. The airport is just 20 minutes away from the Belgrade city centre. All hotels are within walking distance to the Council venue.



**Air France** and **KLM** are offering discounts of up to 10%. Tickets may be booked through the web page created by Air France and KLM for the 95th session of the UNWTO Executive Council ([http://www.airfrance.fr/FR/fr/local/www\\_airfranceklm-globalmeetings\\_com.htm?eid=18744AF](http://www.airfrance.fr/FR/fr/local/www_airfranceklm-globalmeetings_com.htm?eid=18744AF)), or can be issued by Air France and KLM (please indicate event code: **18744AF** and provide proof of participation in the Council session). This offer will be valid from 22 May to 3 June 2013, both inclusive.



Jat Airways, the Serbian national airlines which flies to over 35 destinations around Europe, is also offering special rates for the Council. To benefit from these rates, please log on the [Special Deal](#) section of their web site [www.jat.com](http://www.jat.com).

## 7. Reception at the airport and transfers

The Government of the Republic of Serbia will arrange a **welcome service** for the participants at the “Nikola Tesla” Belgrade International Airport. Assistance will be offered to complete entry formalities.

From 25 to 30 May, a **complimentary shuttle service** between the Belgrade International Airport and the main hotels<sup>1</sup> will be provided to participants upon their arrival and departure. To benefit from this service, arrival and departure details must be provided when completing the online registration form.

The host authorities will also provide shuttle service from/to the main hotels for the registration of participants, the opening ceremony, the working sessions and the social events.

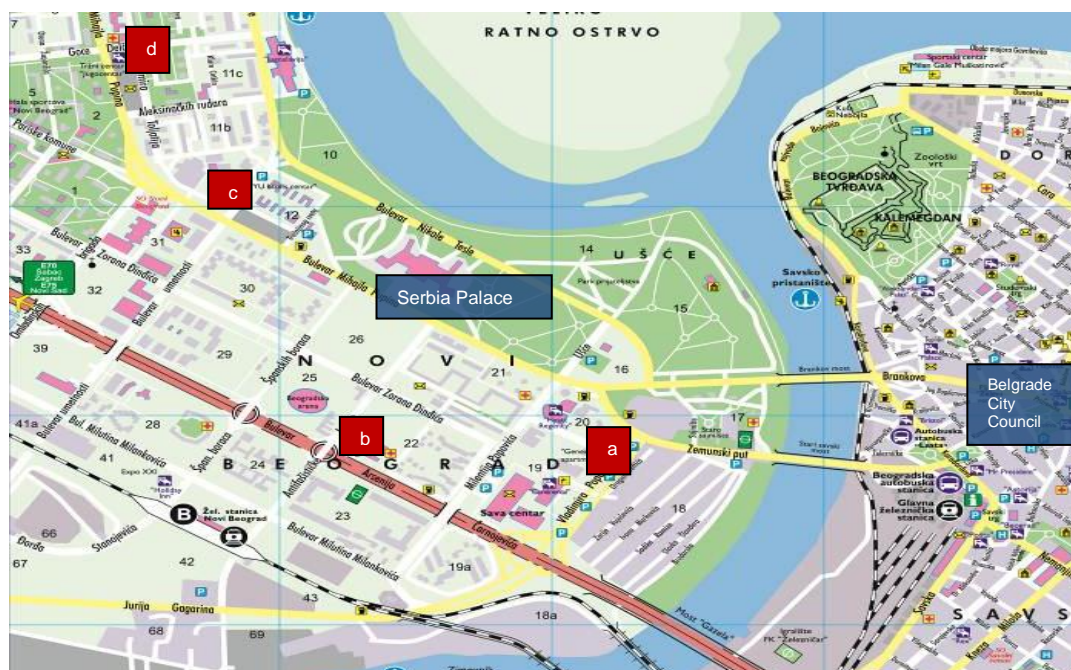
<sup>1</sup> The shuttles will service only the hotels indicated in this note.

To enable the Serbian authorities to properly organize the welcome and shuttle services, participants must complete and submit the online registration form (<http://unwto.org/en/webform/executive-council-ninety-fifth-session>) indicating their **arrival and departure flight information**, and their accommodation details, **before Friday, 3 May 2013**.

## 8. Accommodation

The hotels listed below offer participants discounted rates. Delegates are requested to make their reservations by directly contacting the hotels, indicating their status as participants in the UNWTO Executive Council. Rooms will be blocked for the delegates at these hotels until Friday, 3 May 2013. **Prices below include VAT but do not include the tourist tax, which is 1.30 euros per night.**

Hotel	Contact details	Room type	Rate with breakfast (in euros)		Walking distance to the event venue
			SGL	DBL	
<b>5* Hyatt Regency Belgrade</b> Location on map: a	Ms. Tamara Obradovic Director of Sales <a href="mailto:tamara.obradovic@hyatt.com">tamara.obradovic@hyatt.com</a> <a href="http://www.belgrade.regency.hyatt.com">www.belgrade.regency.hyatt.com</a> Book code: UN26 – UNTWO Conference	Standard	178.20 SGL	205.20 DBL	5 minutes
<b>4* In Hotel</b> Location on map: b	Ms. Irena Dedijer Sales Manager <a href="mailto:irena.dedijer@inhotel-belgrade.rs">irena.dedijer@inhotel-belgrade.rs</a> <a href="http://www.inhotel-belgrade.rs">www.inhotel-belgrade.rs</a> Book code: UNWTO Hotel	Standard	130 SGL	160 DBL	5 minutes
		Suite	190		
<b>4* Falkensteiner Hotel Belgrade</b> Location on map: c	Ms. Dina Veljovic Sales Manager <a href="mailto:dina.veljovic@falkensteiner.com">dina.veljovic@falkensteiner.com</a> <a href="http://www.belgrade.falkensteiner.com">www.belgrade.falkensteiner.com</a> Book code: UNWTO Hotel	Standard	135 SGL	155 DBL	5 minutes
<b>3* Tulip Inn</b> Location on map: d	Mr. Milos Vidakovic Sales Manager <a href="mailto:mvidakovic@tulipinnputnikbelgrade.com">mvidakovic@tulipinnputnikbelgrade.com</a> <a href="http://www.tulipinnputnikbelgrade.com">www.tulipinnputnikbelgrade.com</a> Book code: UNWTO Hotel	Standard	100 SGL	110 DBL	15 minutes
		Suite	140		



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## 9. Registration and badges

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The registration desk will be located at the Palace of Serbia and will be open during the afternoon of Monday, 27 May, from 16:00 to 19:45. In order to facilitate the registration process, participants will have the opportunity to stop by the Palace of Serbia on that same day, immediately before the opening ceremony and welcome reception.

On Tuesday, 28 May, the registration desk will be open from 8:00 to 16:00.

Identification badges will be issued when completing the registration in Belgrade. Participants are kindly requested to wear their identification badges throughout the Council session in the area reserved for the meetings and at all social events.

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## 10. Working languages

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The documents for the Council session will be available in Arabic, English, French, Russian and Spanish. Simultaneous interpretation will be provided in these five languages.

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## 11. Working documents

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Delegates are kindly requested to take note that, in compliance with the United Nations system's environmental protection policy, the working documents **will NOT be distributed on paper** at the venue of the event.

Therefore, **delegates are kindly requested to bring with them copies of the documents they wish to have on paper**. All the documents will be posted at the following link: <http://lmd.unwto.org/en/event/executive-council-ninety-fifth-session> within the timeframes established by the Statutes. Delegates will be notified by e-mail of the posting of the documents.

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## 12. Internet access

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A room equipped with several computers with free Internet connection will be set up and made available to delegates.

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## 13. List of participants

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A **provisional list** of participants will be sent in advance to all registered participants. It will be available for consultation at the information desk.

The **final list** of participants will be completed on the basis of the data entered by delegates and observers in their registration forms. It will be sent to the participants shortly after the closure of the Council session. It will be also posted on the UNWTO website.

## 14. Social programme

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### Monday, 27 May

20:00 – 22:00                      Opening ceremony and welcome reception at Belgrade City Council, courtesy of the City of Belgrade and the Ministry of Economy and Finance

### Tuesday, 28 May

19:15 – 23:00                      Dinner and guided visit at Museum of Yugoslav History, courtesy of the Ministry of Economy and Finance

Daily complimentary tours of Belgrade will be offered to delegates, courtesy of the Tourism Organisation of Belgrade and the Tourism Organisation of Serbia. Departures will be scheduled to take place in front of the Serbia Palace and the main hotels.

## 15. Practical information

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- **Local currency and exchange rates:** The official currency of Serbia is the Serbian dinar (RSD). The applicable exchange rate in March 2013 is approximately 112.6 RSD per 1 euro (EUR) and 85.7 RSD per 1 US dollar (USD).

Banks are open from 9:00 to 19:00, Monday to Friday. Exchange offices can be found all around Belgrade, and are clearly marked. Currency exchange services are available at the hotels, as well. ATMs are also widely available around the city. All shops accept major credit cards.

- **Weather:** May is very pleasant in Belgrade. The temperature ranges between 23 and 27 °C during the day. In the evening, a light jacket can be useful.
- **Official language:** Serbian
- **Local time in Belgrade (Summer):** GMT +1 (CET).
- **Electricity:** Electric power in Belgrade is 220 volts, 50 hertz alternating current. Outlets follow the European standard and take plugs with two round pins. Please make sure that the electrical devices you will be using are suitable for this voltage. Otherwise, transformers or batteries are advisable.
- **Health requirements and precautions:** There are no vaccination requirements for international visitors.
- **Medical services:** Belgrade has an extensive network of health centres (primary care services) and hospitals. The venue of the meeting will have a medical service providing first aid.

## 16. Tourist information

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### On Serbia:

- [www.serbia.travel](http://www.serbia.travel)

### On Belgrade:

- [www.tob.rs](http://www.tob.rs)