



**Organization for Security and Co-operation in Europe  
The Secretariat**

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18 July 2022

ENGLISH only

Vienna, 18 July 2022

## **30<sup>th</sup> OSCE Economic and Environmental Forum**

**“Promoting security and stability in the OSCE area through  
sustainable economic recovery from the COVID-19 pandemic”**

### **CONCLUDING MEETING**

**Prague, 08-09 September 2022**

Venue: Czernin Palace, Loretánské nám. 5, 118 00 Prague  
(Blended format)

### **LOGISTICAL MODALITIES**

#### **VENUE**

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

#### **AGENDA**

The conference will open on Thursday, 8 September 2022, at 09:30 a.m. (CEST Prague) and close on Friday, 09 September 2022, at 1:00 p.m. (CEST Prague).

The Meeting will be run in a blended modus with either physical presence at the Czernin Palace (venue) or virtual participation via Zoom.

#### **INTERPRETATION**

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

#### **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.

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 Decision of the OSCE Permanent Council (PC.DEC/1433/21).

No fee for participation is requested.

## WORKING MODUS

The Forum Meeting is organized in a blended format, enabling the audience to attend in person in Prague or join online via VTC, Zoom. Currently the participation in person in Prague is limited to 1+2 per Delegation. Before undertaking their travel to Prague, participants are advised to check the travel regulations set by the Czech Government.

Participants attending in person at the Czernin Palace in Prague and those joining virtually will have full audio and video access and will be able to request the floor to deliver their statements during discussion times.

## ONLINE REGISTRATION

Please note that physical or online access to the Forum Meeting will only be granted to registered participants.

**Deadline for registrations: Wednesday, 1 September 2022.**

When registering online, participants are requested to indicate if they will participate in Prague, or virtually via Zoom.

Please register by using the below **link**:

<https://events.osce.org/2022-30th-eef-concluding-meeting/registration>



If you login for the first time with this OSCE online events tool, you need to create an account with your email and a password first and then login again to undertake the actual registration.

As registrations are subject to approval, participants must provide some personally identifiable information, including an email address, when submitting an online registration request. Also, you will be requested to indicate the short abbreviation with which you will access the Zoom meeting (Eg. DEU, Jann-Einar Schultz).

Please note that it is possible for one person to register several participants using the same account. To log-in persons who have registered for other OSCE events (e.g. OCEEA Webinars, EEC other meetings at Hofburg) may use the same password. It is not necessary to create a new account.

A first email confirming that the registration has been successfully received will follow. Upon approval by the organizers, a second email will be sent to the indicated e-mail account confirming in-person participation or the meeting access details (Zoom link) for virtual participants shortly ahead of the event.

## DEADLINES

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

- ⇒ **ONLINE REGISTRATION** to the Forum: as early as possible, at the latest by **Wednesday, 1 September 2022**;
- ⇒ **Visa application** for the Czech Republic: NOT LATER THAN 15 DAYS prior to the date of the travel to Prague;
- ⇒ **Hotel booking in Prague**: Lindner Hotel: **Thursday, 11 August 2022**.

## IN-PERSON PARTICIPATION IN PRAGUE

### Accreditation during the Forum Meeting:

- Thursday, 08 September: 08:00 – 18:00
- Friday, 09 September: 09:00 – 11:30

PLEASE NOTE: Access to the Forum venue will be granted to registered participants only. Badges will be issued upon presentation of an ID at the accreditation desk at the entrance of the venue.

When accessing the building, as well as throughout the Forum Meeting, it is recommended to participants to wear a **mask (FFP2)** in the Plenary Hall and common areas when not seated, use the hand sanitizers, and keep the physical **distance of 1 meter**. Delegates are encouraged to bring their own masks. Masks will also be available for delegates upon request. Updated information on pandemic safety regulations will be provided ahead of the Forum Meeting.

After the security check, participants can access the Plenary Hall (1<sup>st</sup> floor) by using the staircases at the end of the entrance hall.

Delegates are kindly requested to keep their same seat throughout the Forum Meeting and keep the same set of headsets. Wearing headsets will be required to access the sound of the meeting. Delegates are also encouraged to bring their own earphones for use in meeting rooms. The receivers available in the hall have a standard plug for 3.5 mm headphone jack.

The cleaning of all common areas, surfaces and objects will be carried out at regular intervals.

Delegates feeling sick or showing suspected COVID-19 symptoms are asked to not enter the OSCE meeting premises.

**Before undertaking their travel to Prague, participants are advised to check the travel regulations set by the Czech Government.**

## ONLINE PARTICIPATION VIA ZOOM

**The Zoom link** to access the different sessions will be sent to all participants who have registered online on **Tuesday, 6 September 2022 noon**.

Participants will need to log in into the Zoom session with their country or organization name, followed by a functional identifier and/or name:

- Participating States and Partners for Co-operation:  
3-letter ISO-3166 abbreviation of country name, f.i. ALB, UKR, AUT, DEU, etc. and add your first and last name: e.g. DEU, Jann-Einar Schultz
- International Organizations  
Please use your official abbreviation e.g. UNHCR, CoE, ICRC etc and add your first and last name:  
e.g. IACA, Hermann Meier
- NGOs, Civil Society, Business, Academics:  
Please use a very obvious abbreviation not longer than 6 digits for your entity/affiliation and add your first and last name:  
e.g. University of Vienna, UniVie, Sonja Rattmann, Western Union, e.g. WesUni, Guenther Ziehmman

Participants are encouraged to use a cabled (ethernet) connection to their computer when joining the meeting and wear a USB headset with in-built microphone when making their statements. This will significantly enhance the audio quality of the meeting and help facilitate interpretation into all official OSCE languages.

The different sessions can be joined 15 minutes before the indicated starting time. Delegates are encouraged to log in early in order for their credentials and connectivity to be checked prior to the start of the respective session.

All participants should ensure that their microphone is muted and their camera disabled at all times, except when taking the floor.

The Moderator will deliver brief introductory remarks at the beginning of each session. Following this intervention, the Moderator will invite keynote speakers to deliver their presentations present in the hall or via Zoom.

Following the presentations of the keynote speakers, the Moderator opens the floor for contributions by participants. They will announce the name of the delegation or organization to which the floor will be given, according to the speakers' list (see related paragraph below). The delegation or organization should then proceed to unmute itself and activate its camera if applicable.

Following the intervention, the delegation or organization should mute itself and hand the floor back to the Moderator. This process is repeated for each delegation or organization that is given the floor.

In case of technical problems (e.g. unmuting function not working for a delegate who wishes to intervene, etc.), participants should email both ICT contacts: david.bednar@osce.org and juergen.weilguny@oce.org, so necessary action can be taken.

#### **REGISTRATION TO THE SPEAKERS' LIST – PARTICIPATION IN THE DISCUSSIONS**

Participants attending in person at the Czernin Palace and those connecting virtually will have full audio and video access and be able to request the floor and deliver their statements.

Participants are kindly requested to register to the speaker's list in advance by sending their request to **mau-at@osce.org** until Wednesday, 7 September 2022 CoB. Participants should indicate whether their statement will be delivered *in person in Prague or via Zoom*.

Ad hoc speaking request to take the floor during the Forum should be made:

- For participants attending in person at the Plenary Hall, by informing the meeting assistance at the head table ahead of the session or by raising their hand;
- For participants joining virtually, by using the Chat function in Zoom. When using the Chat function, please indicate clearly the “Country/FO/Institution and name of the person wishing to take the floor”.

Maximum duration of each statement should be up to **3 minutes**.

#### **TECHNICAL SUPPORT FOR SPEAKERS**

Detailed guidelines for speakers are provided by individual correspondence. The speakers will be invited to a preparatory meeting via Zoom ahead of the Forum Meeting to discuss further details of their session.

The speakers joining online will have to opportunity to test as well their audio and video connectivity. Speakers joining on-site should contact the technician in the Plenary Hall well ahead of their session, in order to cross-check if their PPP presentations are upload.

## DOCUMENTS DISTRIBUTION

The Organizers invite participants to kindly submit any written contributions they may have to Conference Services (documents@osce.org). This should not hinder the ad hoc discussion during the different sessions but contribute to enhanced communication. Written statements should be circulated in advance to the interpreters in order to facilitate translation.

All open documents will be published on the OSCE Forum Meeting website:

[http://www.osce.org/event/30th\\_eef\\_2022](http://www.osce.org/event/30th_eef_2022)

In view of meeting sustainability standards, the Organizers aim at a paperless event by digitalizing the document distribution. Hard copies of the documents will only be made available at request through the Document Distribution Desk.

## VISA

Participants 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 aliens/index.html](http://www.mzv.cz/jnp/en/information_for aliens/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) 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.**

Due to the proximity, we recommend the below hotel and early bookings as limited number of rooms are available.

**HOTEL LINDNER: Booking deadline: 11 August 2022** – *in 5 min. walking distance of the venue.*

<https://www.lindner.de/en/prague-hotel-prague-castle/welcome.html> (5 min walking distance from the conference venue)

Strahovská 128, 118 00 Praha 1-Strahov, Czech Republic

Tel: +420 226 080 000

**Reservation e-mail:** [ondrej.mracek@lindnerhotels.com](mailto:ondrej.mracek@lindnerhotels.com)

Please select the type of room (Economy or Business) and indicate the **booking code: F-OSCE**

**Payment:** via pro-forma invoice 14 days before arrival.

**Cancellation policy:**

14 days before arrival - free of charge.

13-0 days before arrival – 100 % cancellation fee

**Room rates incl. breakfast:**

Economy Class King Size room: 119 EUR

Economy Class Double Room: 119 EUR

Business Class Double Room: 129 EUR

Business Class Queen Size: 129 EUR

Business Class Twin: 129 EUR

Visit on the hotel in the virtual 3D: <https://my.matterport.com/models/eGtySoSMtiD?section=media>  
or <https://my.matterport.com/models/JSaXRBuu7Xu?section=media>

**Further hotels** in vicinity of the Czernin Palace (Czech MFA and Forum Venue) can be found 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)

⇒ Given that time-period of the conference is considered high tourist season in Prague, early booking is highly advisable.

### SOCIAL EVENTS

Participants are kindly invited to the below social events organized on the occasion of the Forum Meeting.

**Wednesday, 7 September 2022, 19:00:** Welcoming Reception hosted by the Polish OSCE Chairmanship 2022 at the Embassy of Poland, Valdštejnská 8, 118 01 Praha 1.

**Thursday, 8 September 2022, 18:00:** Reception hosted by the Co-ordinator of OSCE Economic and Environmental Activities at the Gardens of the Czernin Palace (Forum venue).

### COFFEE/TEA BREAKS

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

The Polish OSCE Chairmanship 2022 will host a **lunch** on Thursday, 08 September 2022.

Various restaurants are located in vicinity of the Czernin Palace.

### SIDE EVENTS

The following side events will take place on the margins of the Concluding Meeting of the 30<sup>th</sup> Economic and Environmental Forum. The Side Events are held in English.

- 1) **Thursday, 9 September**, during the lunch break: **Side Event** on “Climate Change and Security”, organized by the Delegation of the Czech Republic to the OSCE - Czernin Palace, plenary hall.
- 2) **Friday, 9 September, 08:45 – 09:45:** **Side Event** on “The promotion of a positive business and investment climate in the post pandemic era–Launching of the OSCE Best Practices Guide”, hosted by the Office of Co-ordinator of Economic and Environmental Activities - Czernin Palace, plenary hall.

## CONFERENCE FACILITIES

**MEETING AREAS** ( see floor map in Annex 2)

Corridor next to Plenary Hall: Area for coffee breaks and lunch

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

Plenary Hall: “Velký sál”	All plenary sessions and Side Events
Mirror Hall: “Zrcadlový”	informal ad hoc meetings – <i>as scheduled</i>
Oriental Hall: “Orientální”	OSCE Chairmanship Office
Golden Hall: “Zlatý”:	Office of the Co-ordinator of OSCE Economic and Environmental Activities
Blue Hall: “Modrý”:	OSCE Documentation Centre in Prague, Language Services, Meeting Assistance
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 and Internet access is available in “Musical Hall: “Hudební” near the plenary hall.

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

**Currency:** The national currency is Czech Crown. 1 EUR = 24,740 CZK (rate of June 2022). 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:** Direction: Švandovo divadlo - I.P. Pavlova – Kačerov – Modřany – **40 min** (Night service only 21:54 – 3:54 am). **907 Night Bus Line:** Direction: Hradčanská – Hlavní nádraží – Karlovo náměstí – Anděl – **30 min** to Hradčanská (Night service only 23:09 - 4:03 am).

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

## Public Transport Ticket Sale

- Visitor Centre, at the Prague Public Transit company counters in Arrival Halls, or from ticket vending machines located throughout both terminals and directly at bus stops. Most ticket machines accept contactless credit card payments.
- 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 +420 722 555 525 <https://fix-taxi.com/>

TAXI PRAHA +420 220 414 414, E-mail: [objednavka@taxi14007.cz](mailto:objednavka@taxi14007.cz), <https://www.taxi14007.cz/en/>

### 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:

PROFI TAXI +420 261 314 151 <https://www.profitaxi.cz/>

TICK TACK + 420 721 300 300 <https://ticktack.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

To the full extent permitted under applicable law, neither the OSCE nor 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 participant acknowledges that the travel to the Concluding Meeting of the 30th OSCE Economic and Environmental Forum is to a region the WHO has designated as an affected area in light of COVID-19. Prior to the travel, the participant shall confirm to have adequate health insurance and shall acquaint him or herself with the latest information about the level of infection and preventative measures to take by consulting the website of the Czech Ministry of Foreign Affairs.

Please note that the Forum Meeting will be **audio recorded** for internal reporting purposes. The recordings will not be shared further. The opening of the Forum Meeting will also be livestreamed on [osce.org/live](http://osce.org/live). Photographs of this event may be taken and used by the OSCE for publication purposes.



## CONTACTS

### **Office of the Co-ordinator of OSCE Economic and Environmental Activities Wallnerstrasse, 6, 1010 Vienna**

*For substantial issues:*

Mr. Xhodi Sakiqi  
Senior Economic and Environmental Officer  
Head of the Economic and Environmental Forum Unit  
Email: [xhodi.sakiqi@osce.org](mailto:xhodi.sakiqi@osce.org)  
Mob. +43 (0)676 4531647

Mr. Gianfranco Apuzzo  
Economic and Environmental Officer  
Economic and Environmental Forum Unit  
Email: [gianfranco.apuzzo@osce.org](mailto:gianfranco.apuzzo@osce.org)  
Mob. +43(0)676 5685066

*For logistical queries:*

Ms. Andrea Gredler  
Economic and Environmental Forum Unit  
Email: [andrea.gredler@osce.org](mailto:andrea.gredler@osce.org)  
Mob. +43(0)664 1858396

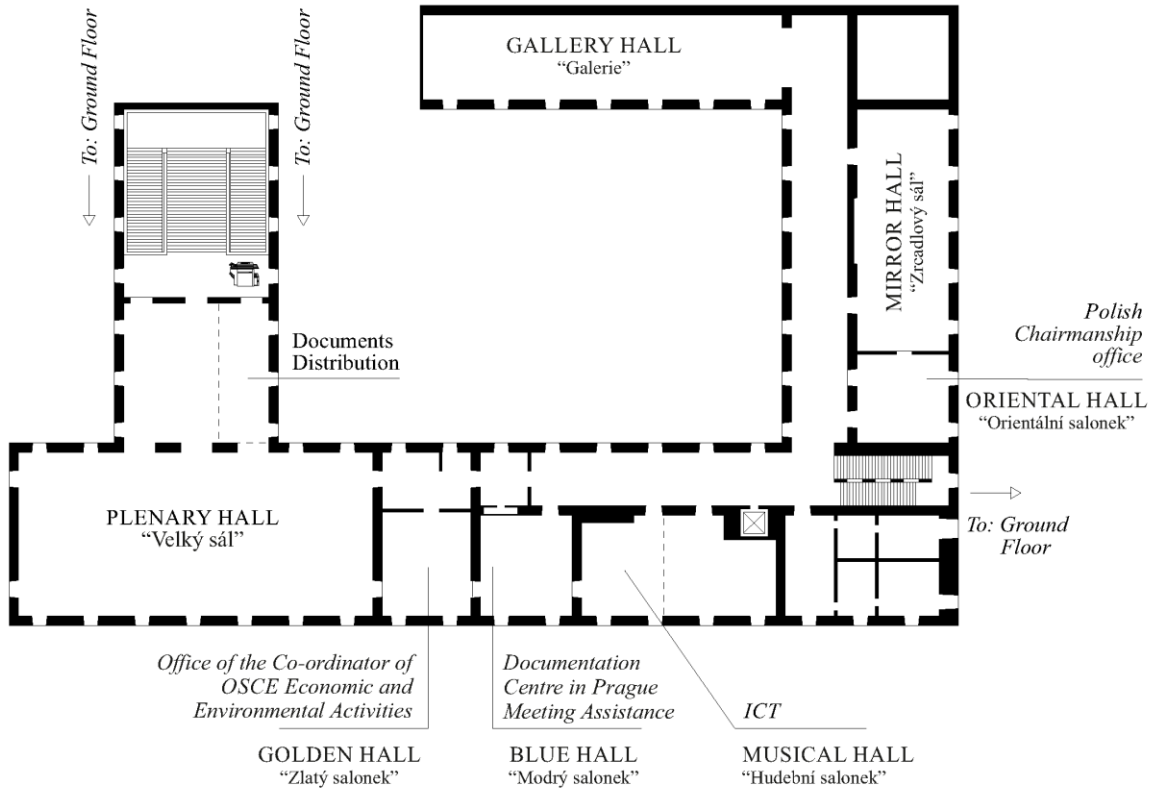
*For visa issues:*

Ms. Iveta Dzúriková  
OSCE Documentation Centre in Prague  
Email: [iveta.dzurikova@osce.org](mailto:iveta.dzurikova@osce.org)  
Tel: +420 224 186 450

HOTEL	ADDRESS	WEBSITE	Email/Tel
<b>OSCE</b>			
<u>***** STARS</u>			
<u>HOTELS</u>			
<b>Aria Hotel</b>	Tržistě 9, Praha 1	<a href="http://www.ariahotel.net">www.ariahotel.net</a>	<a href="mailto:stay@aria.cz">stay@aria.cz</a> +420 225 334 111
<b>Golden Well Hotel</b>	U Zlaté Studně 166/4, Praha 1	<a href="http://www.goldenwell.cz">www.goldenwell.cz</a>	<a href="mailto:hotel@goldenwell.cz">hotel@goldenwell.cz</a> +420 257 011 213
<u>**** STARS</u>			
<u>HOTELS</u>			
<b>Hotel Questenberk</b>	Úvoz 15/155, Praha 1	<a href="http://www.questenberk.cz">www.questenberk.cz</a>	<a href="mailto:hotel@questenberk.cz">hotel@questenberk.cz</a> +420 220 407 600
<b>Hotel Monastery</b>	Strahovské nádvoří 13, Praha 1	<a href="http://www.hotelmonastery.cz">www.hotelmonastery.cz</a>	<a href="mailto:monastery@avehotels.cz">monastery@avehotels.cz</a> +420 233 090 200
<b>Biskupský dům</b>	Dražického nám. 6, Praha 1	<a href="http://www.hotelbishopshouse.cz">www.hotelbishopshouse.cz</a>	<a href="mailto:bh@avehotels.cz">bh@avehotels.cz</a> +420 257 532 320
<b>U páva</b>	U lužického semináře 32, 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> +420 257 533 573
<b>U krále Karla</b>	Nerudova – Úvoz 4, Praha 1	<a href="http://TheKingCharles(AXXOSHOTELS.COM)">The King Charles (axxoshotels.com)</a>	<a href="mailto:receptionukk@axxos.co">receptionukk@axxos.co</a> +420 257 531 211
<b>Hotel Pyramida</b>	Bělohorská 24, Praha 6	<a href="http://www.hotelpyramida.cz">www.hotelpyramida.cz</a>	<a href="mailto:rezervace@hotelpyramida.cz">rezervace@hotelpyramida.cz</a> +420 233 102 111
<b>Hotel Constans</b>	Břetislavova 309, Praha 1	<a href="http://www.hotelconstans.cz">www.hotelconstans.cz</a>	<a href="mailto:reception@hotelconstans.cz">reception@hotelconstans.cz</a> +420 234 091 818
<b>Hotel U raka</b>	Černínská 10, Praha 1	<a href="http://www.hoteluraka.cz">www.hoteluraka.cz</a>	<a href="mailto:info@hoteluraka.cz">info@hoteluraka.cz</a> +420 220 511 100
<b>Hotel U Tří Pštrosů</b>	Dražického nám. 76/12, Praha 1	<a href="http://www.utripstrosu.cz">www.utripstrosu.cz</a>	<a href="mailto:reservation@utripstrosu.cz">reservation@utripstrosu.cz</a> +420 603 500 704
<u>*** STARS</u>			
<u>HOTELS</u>			
<b>Hotel Jelení dvůr</b>	Jelení 197/7, Praha 1	<a href="http://www.hoteljelenidvur.cz">www.hoteljelenidvur.cz</a>	<a href="mailto:fitjd@euroagentur.cz">fitjd@euroagentur.cz</a> +420 271 090 832
<b>Hotel Adalbert</b>	Markétská 1, Praha 6	<a href="http://www.hoteladalbert.cz">www.hoteladalbert.cz</a>	<a href="mailto:recepce@hoteladalbert.cz">recepce@hoteladalbert.cz</a> +420 220 406 170
<b>Hotel U kříže</b>	Újezd 20, Praha 1	<a href="http://www.ukrize.cz">www.ukrize.cz</a>	<a href="mailto:hotel@ukrize.com">hotel@ukrize.com</a> +420 257 312 523
<b>Hotel Hormeda</b>	Na Zástřelu 422/15, Praha 6	<a href="http://www.hormeda.cz">www.hormeda.cz</a>	<a href="mailto:rezervace@hormeda.cz">rezervace@hormeda.cz</a> +420 220 513 604

**Concluding Meeting of the  
30<sup>th</sup> Economic and Environmental Forum  
8-9 September 2022**

**FIRST FLOOR**



**GROUND FLOOR**

