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# **Mediterranean Climate Outlook Forum South Eastern Europe Climate Outlook Forum North African Climate Outlook Forum (MedCOF-9/SEECOF-18/PRESANORD-11)**

**20-23 NOVEMBER 2017**

**ZAGREB, CROATIA**



**INFORMATION NOTE FOR PARTICIPANTS**

## VENUE

The Ninth Session of the MedCOF will be held back to back with the Eighteenth Session of the SEECOF and the Eleventh Session of PRESANORD **at the Hotel Panorama, Zagreb, Croatia**, from 20 to 23 November 2017, hosted by the Meteorological and Hydrological Service of Croatia (DHMZ) and the World Meteorological Organization (WMO). In addition, Copernicus Climate Change Service (C3S) related event will be held during the MedCOF session devoted to interaction with users.

## WORKSHOP ORGANIZATION

Registration of participants will take place at the meeting venue from 8:30 till 9:00 on 20 November 2017. The meeting will start at 09:00 on 20 September and conclude on 23 November around 17:30.

The working language will be English only, and there will be no arrangements for interpretation.

Detailed information on the working arrangements and schedule of the Workshop will be provided in the Provisional Agenda and the Programme in due course.

Computer-connected projection facilities will be available for presentations. White boards/flip charts and general office supplies will be available to facilitate discussions.

The participants are **strongly encouraged** to bring their own laptop. Internet access is available in the hotel through WI-FI. Instructions to avail the facility will be provided at the time of the meeting. Please do not forget to bring the adaptor and cable connection!

**Important note:** To organize the Practical Session in the most effective way, it is anticipated that before travel all participants try to **install the Climate Predictability Tool (CPT) in the laptop**. The latest version of CPT (version 15.5.12) is available at: <http://iri.columbia.edu/our-expertise/climate/tools/cpt/> .

Participants are requested also to bring the national country data (for own use, not for sharing!). Should you have any questions, or facing any difficulty in installing the CPT, please send a message to Mr Jean-Pierre Ceron (jpceron.wmo@gmail.com) explaining what kind of difficulty you are facing.

## ACCOMMODATION/HOTEL INFORMATION

Bookings have been made at the Panorama Zagreb hotel for all nominated participants and experts at a preferred rate, at 70.00 Euros per night, breakfast inclusive.

**Important note:** For **WMO-supported participants** pre-paid accommodation will be provided for the duration of the events to be attended. For additional stay and services/facilities availed, the concerned participants are required to settle their bills directly with the Hotel.

**Room reservation will be made by organizers. Please complete the attached form as soon as possible and send it to our local organizers Ms Dunja Placko-Vrsnak ([dplacko@cirus.dhz.hr](mailto:dplacko@cirus.dhz.hr)) and Mrs Kornelija Špoler Čanić ([spoler@cirus.dhz.hr](mailto:spoler@cirus.dhz.hr)) with copy to Ms Maud Steiner ([msteiner@wmo.int](mailto:msteiner@wmo.int)) of WMO Secretariat.**

**Self-supported participants will also have to complete the form** and send it to the local organizers as soon as possible. They may also avail the preferred rate negotiated for the event, but will have to settle all their bills with the hotel directly.

## HOTEL DETAILS



### Panorama Zagreb hotel

Trg Krešimira Čosića 9  
10000 Zagreb  
Croatia  
Phone: +385 1 3658 333  
Fax: +385 1 3092 657  
E-mail: [hotel@panorama-zagreb.com](mailto:hotel@panorama-zagreb.com)  
[www.panorama-zagreb.com](http://www.panorama-zagreb.com)

## CATERING & SOCIAL EVENTS

Coffee & tea breaks will be offered by the host every morning and afternoon. The lunch will be served during the RCOFs sessions, free of charge for WMO supported participants. Other (self-funded) participants have to pay for lunch around 100 HRK.

A Social event (Official Dinner) will be offered by the Host. The time and location of the social event will be announced in due time.

## VISA AND PASSPORT REQUIREMENTS

Entry visa is required for participants for some of the countries. For more information, please visit the website of the Croatian Ministry of Foreign Affairs at: <http://www.mvep.hr/en/consular-information/visas/visa-requirements-overview/>.

The host institution can provide an invitation letter to support the visa application for those participants requiring a visa.

## TRANSPORTATION

There is a regular **bus** running from the Zagreb Airport "Franjo Tuđman" (<http://www.zagreb-airport.hr/en>) to the Central Bus Station (Autobusni kolodvor) in Zagreb. The bus time table is available on the following link: <http://www.plesoprijevoz.hr/en/page/timetable>. Travel time is 35-40 minutes. One-way ticket costs 30 HRK. Daily two-way ticket costs 40 HRK.

**Taxi** service is also available between the airport and the city center, but is quite expensive (approx. 200 HRK).

### **The recommendation of local organizer:**

Take a bus from Airport to the Central Bus Station, and then take a taxi or tram.

The **tram** regular service map can be found here:

<http://www.zet.hr/UserDocsImages/Prilozi/PDF/Tramvajska%20mre%C5%BEa,%2026.4.2017..pdf>

The detailed instructions are available on the hotel webpage: <http://www.panorama-zagreb.com/location>

## OTHER USEFUL TIPS

### Currency And Banks

The currency in Croatia is Kuna (HRK). Most businesses, tour operators, airlines and hotels accept major credit cards. Banking hours are generally from 8:00 to 19:00 on weekdays.

The average exchange rate on 13 October 2017 was as follows:

1 Euro = 7.50 HRK

1 USD = 6.33 HRK

1 CHF = 6.49 HRK

### Electricity

The voltage in Croatia is 230 V which is the same voltage used in the most part of Europe. The electrical frequency in Croatia is 50 Hz.  
The plugs used in Croatia are "C" (<http://www.iec.ch/worldplugs/typeC.htm>) or "F" (<http://www.iec.ch/worldplugs/typeF.htm>).

### Life And Health Insurance

The organizers will not assume any responsibility for life and major health insurance, nor for expenses related to medical treatment or accidents.

### Time Zone

Croatia is in the Central European Time Zone. During Standard Time: GMT/UTC + 1 h

### Climate Information:

Climate data for the November in Zagreb is listed below:

Mean precipitation:	76 mm
Mean humidity:	83 %
Mean maximum temperature:	9.7 °C
Mean minimum temperature:	2.2 °C

Absolute maximum temperature (1981. – 2010.): 24.0 °C (measured 15.11.2002.)

Absolute minimum temperature (1981. – 2010.): -13.5 °C (measured 24.11.1988.)

## CONTACTS INFORMATION:

### WMO CONTACTS:

World Climate Applications & Services Division (WCAS)  
Climate Prediction and Adaptation Branch (CLPA)  
Climate and Water Department (CLW)  
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