



parleu2018bg.bg

Parliamentary Dimension  
Bulgarian Presidency of the Council  
of the European Union

# General Information

Meeting of the Chairpersons of COSAC  
21-22 January 2018, Sofia

Parliamentary Dimension of the  
Bulgarian Presidency of the  
Council of the European Union



## Registration and Accreditation

The Bulgarian Presidency has implemented an online registration system for all meetings. You are kindly requested to register for the event through the designated **Delegate Accreditation Officer (DAO)** of **your Chamber/Parliament**. He/She will be responsible for your successful registration. Please, send **the name, e-mail address and phone number** of your DAO to: [kristina.ignatova@parliament.bg](mailto:kristina.ignatova@parliament.bg)

Your DAO will receive on their provided email address link to the registration system.

The DAO can view the accreditation status in the system. Once the process is complete, accredited participants will be issued with a badge that will grant them access to the venue hosting the relevant events. Participants will not be admitted to the venue without the badge. Accreditation is personal and non-transferable. The registration in the hotels will also happen through the accreditation system.

Should you require an additional information regarding accreditation, kindly contact us on: [kristina.ignatova@parliament.bg](mailto:kristina.ignatova@parliament.bg)

**The deadline for registration is 5 January 2018.**

## Hotel/Venue

Welcome and registration desks will be open at the hotels on Sunday, 21 January 2018, from 14:00 until 19:00. Delegates arriving later will be given the opportunity to register at the meeting venue on Monday, 22 January 2018 from 8:00.

## Badges

Upon registration all participants will receive their identity badge and an information package.

Colours of the lanyards attached to the badges:

- Red:** Head of delegation
- Blue:** Member of delegation
- Green:** Delegation staff and COSAC Secretariat
- Yellow:** Media
- Orange:** Interpreter
- Grey:** Speaker
- Violet:** Observer
- White:** Organisers, technical support



parleu2018bg.bg  
Parliamentary Dimension  
Bulgarian Presidency of the Council  
of the European Union

**For security reasons, all participants are requested to wear their identification badge at all times during the event.** In case of loss of the badge, please contact the information desk immediately.

## Meeting venues

### Presidential Troika Meeting

**National Assembly of the Republic of Bulgaria  
"Zapad" Hall,**

Address: 2 Narodno Sabranie sq., 1169 Sofia, Bulgaria

Phone: 00359 2 939 2243

Email: [infocenter@parliament.bg](mailto:infocenter@parliament.bg)

Website: <http://www.parliament.bg/>

### Chairpersons COSAC

**National Palace of Culture  
Conference Hall № 3**

Address: 1 "Bulgaria" sq., 1463 Sofia, Bulgaria

Phone: 00359 886217240; 00359 29166300; 00359 29266400;

Website: <http://www.ndk.bg/>

## Hotels

Participants are encouraged to book their hotel rooms at their earliest possible convenience in one of the recommended hotels below. Participants are kindly asked to book accommodation directly through the accreditation system.

The Bulgarian Presidency of the Council of the European Union has negotiated a block reservation for all delegates participating in the event. The recommended hotels and negotiated special room rates (per room per night) for the event are available in the accreditation system. Both hotels were selected to be at central and most convenient location for the delegates. Hilton Sofia Hotel is within walking distance to the conference venue and Hotel Marinela Sofia is near the James Bourchier underground station.

All delegates are kindly asked to cover the costs of their own accommodation. The prices include accommodation, rich buffet breakfast and 9 percent VAT. Additional city tax of € 0,67 per person per night and parking fee (if parking is needed) are not included in the price and should be paid separately. Please note that any individual expenses such as telephone, bar drinks, room minibar, laundry, extra paid TV, etc. are not included in the room rate. Therefore, you are kindly asked to make sure such bills are settled before departure.



parleu2018bg.bg  
Parliamentary Dimension  
Bulgarian Presidency of the Council  
of the European Union

Regarding the cancelation policy – please, contact the hotels directly.

#### **Hilton Sofia \*\*\*\*\***

<b>Room Type</b>	<b>Preferential rate per room per night</b>
<b>Standard</b>	Approximately 146 € - 174 €
<b>Including</b>	Buffet breakfast, WiFi and VAT
	Check-in: 14:00; Check-out: 12:00

**Address:** 1, Bulgaria blv., 1421 Sofia, Bulgaria

**Phone:** +359-2-933-5000

**Email:** sofia.information@hilton.com

**Website:**[http://www.hiltonhotels.com/bg\\_BG/bulgarija/hilton-sofia/?cid=OM,MB,LangBGx,HotelFeature1](http://www.hiltonhotels.com/bg_BG/bulgarija/hilton-sofia/?cid=OM,MB,LangBGx,HotelFeature1)

Click [here](#) for a map of the area.

#### **Hotel Marinela Sofia \*\*\*\*\***

<b>Room Type</b>	<b>Preferential rate per room per night</b>
<b>Standard</b>	Approximately 125 €
<b>Including</b>	Buffet breakfast, WiFi and VAT
	Check-in: 14:00; Check-out: 12:00

**Address:** 100 James Burchier Blvd. , 1407 Sofia, Bulgaria

**Phone:** +359 2 969 2222

**Email:** reservations@hotel-marinela.com

**Website:** <http://www.hotel-marinela.com/>

Click [here](#) for a map of the area.

### **Travelling and Transfers**

Each delegation is kindly requested to cover its costs for transportation to Bulgaria. The delegations are advised to arrive in Sofia by the afternoon of 21 January 2018. All delegates are to organize their own transport to and from Sofia International Airport. Transportation service will be available for the delegates from the hotels to the conference and dinner venues.



## By Underground

The Sofia Metro station is located at Terminal 2 at Sofia International Airport. A shuttle bus service free of charge is available from Terminal 1 to Terminal 2. Single ticket for metro and public transport: 1,60 BGN. Tickets can be purchased from Transport Documents Machine at the underground's entrances or by a cashier at the cash-desks of "Metropoliten". Tickets should be validated at the validator located on the barriers to the metro entrance and can be used for entrance to the metro up to 30 minutes after its issuance.

## By bus

Buses are available from Terminal 1 and 2. Single tickets for bus lines 84, 184 and 384 can be purchased from the ticket offices of Sofia Urban Mobility Center, located in the Arrivals Hall of Terminal 2 or from the ticket machines at Terminal 1 of Sofia International Airport. Please perforate your single ticket after boarding the vehicle.

Further information can be found on the following websites:

<https://www.sofia-airport.bg/en/passengers/and-airport/public-transport>

<https://www.sofiatraffic.bg/en/common>

<http://www.metropolitan.bg/en/>

## By taxi

Taxis are available directly outside the Arrivals Hall at Sofia International Airport 24 hours a day. A taxi service booth is situated in the Arrivals Hall. The price of a taxi service from Sofia Airport to the City centre costs approximately 10-14 BGN (€5-7). The journey time is approximately 30 minutes, depending on traffic. Further information can be found on the website:

[https://www.oktaxi.net/onlineorder\\_en.php](https://www.oktaxi.net/onlineorder_en.php)

## Transportation to and from the Venue

Transport arrangements will be made available throughout the official meeting programme. Collective transfer by executive minivans and coaches will be used from the recommended hotels to the venue and back, as well as for the dinner. For further information kindly contact: [accommodation@eu2018bg.bg](mailto:accommodation@eu2018bg.bg)



## Facilities and Services at the Meeting Venue

Free Wi-Fi, computers, monochrome photocopying and scanning facilities will be available at the meeting venue.

## Interpretation

Meeting of the Presidential Troika will be held in **English**. Regarding the Meeting of the Chairpersons of COSAC simultaneous interpretation will be provided in **Bulgarian, English and French**. Due to these specific regulations, no external interpreters will be allowed to use the interpretation booths. Given these unusual circumstances, the Bulgarian Presidency will cover the costs for the following additional languages, selected upon request on first come – first serve basis: **Polish, Italian and German**. In case a delegation prefers to bring accompanying interpreter, the interpretation mode will be whispering.

## Taking the floor

Participants who wish to take the floor during the meeting are kindly requested to fill out the **request-for-the-floor cards**, which are to be handed in to the conference staff at the start of the sessions. These cards will be provided upon registration together with other useful documents for the meeting.

The floor will be given to the delegates in the order that the request-for-the-floor cards were submitted.

## Information

Copies of all conference documents will be made available outside the meeting hall.

## Additional Practical Information

### Diner and Catering

Vegetarians, vegans and individuals with allergies and special dietary requirements are kindly requested to indicate in advance the relevant information in the registration form.

## Important Numbers

Emergency calls 112

## Time Zone

GMT/UTC + 02:00 hour



parleu2018bg.bg  
Parliamentary Dimension  
Bulgarian Presidency of the Council  
of the European Union

## Currency

The official currency in Bulgaria is Lev (1BGN = 1.95583 Euro)

## Country Code

In order to make an outgoing international call to Bulgaria, the country code is (00359).

## Power Supply

220V ±10% electrical supply. Supply frequency is 50Hz.

Plug socket in use is the two-pinned Type F, also known as "Schuko".

## Climate

The average temperatures in January are around -2/-3 degrees C.

For more accurate information, please visit: <http://weather.bg/>

## Tourism

Bulgaria is proud of its pristine nature and amazing biodiversity, which is preserved in the mountains, parks and nature reserves. The country occupies only 2% of Europe's territory but with more than 40 000 cultural monuments and artefacts, it is in third place in Europe. Seven of them are recognised in the UNESCO List of World Cultural Heritage Sites. This includes prehistoric artefacts, Thracian and Roman heritage, historical monuments from the First and the Second Bulgarian Kingdoms, and architectural landmarks from the Age of Bulgarian Renaissance. As a recognition of its ancient cultural heritage, Plovdiv was selected as 2019 European Capital of Culture.

Traditionally known for its sun, sand and sea, the Bulgarian seaside also offers hiking, biking, golf, yachting and visits to natural, cultural and archaeological sites. The country is one of the most popular winter destinations in the Balkans with its major ski resorts Bansko, Borovets and Pamporovo.

The healing power of mineral springs has been used since the time of the Thracians and the Romans. With more than 600 healing mineral thermal springs, healing climate and curative mud, Bulgaria is a competitive and medical spa destination. Mineral springs located in the southern part of the country are influenced by the Mediterranean climate, other springs are also located in mountain regions and along the Black Sea coast.

You are welcome to discover and share Bulgaria as a four-season tourist destination.

[www.tourism.government.bg](http://www.tourism.government.bg)

<http://bulgariatravel.org>

<https://ilovebulgaria.eu>



parleu2018bg.bg  
Parliamentary Dimension  
Bulgarian Presidency of the Council  
of the European Union

## Embassies

For information on embassies located in Bulgaria, please visit:  
<https://embassy.goabroad.com/embassies-in/bulgaria>

## Smoking

In Bulgaria, it is against the law to smoke in public areas such as: at airports, bus/train/tram stations, in all public transports, offices, schools, hospitals, theatres, cinemas, museums, restaurants, cafés and other indoor public premises - with the exception of areas specifically designated for smokers.

## Contacts:

### **Kristina Ignatova,**

Adviser to the Department "Bulgarian Presidency of the Council  
of the European Union"

National Assembly of the Republic of Bulgaria

T: +359 2 939 3497

T: +359 898 845 674

M: [kristina.ignatova@parliament.bg](mailto:kristina.ignatova@parliament.bg)

### **Miroslava Gateva**

Chief expert

Committee on European Affairs and

Oversight of the European funds

National Assembly of the Republic of Bulgaria

T: + 359 2 939 3618

M: [miroslava.gateva@parliament.bg](mailto:miroslava.gateva@parliament.bg)