**EU Western Balkans Ministerial Forum on Justice and Home Affairs**

Brdo pri Kranju, 2–3 December 2021

**LOGISTICAL INFORMATION**

**Contents of the meeting**

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**Media accreditation**

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# Accreditation

Media representatives need **MEDIA ACCREDITATION** to attend the meeting. To obtain permanent media accreditation, you must create an account in the [online accreditation centre](https://dogodki.vlada.si/accreditation-center). Once you have been granted permanent accreditation, you must then separately [register](https://dogodki.vlada.si/my-account-media-accreditation-form?eventid=132) for the event you wish to attend.
**Accreditation applications will be accepted until 24:00 on Monday, 29 November 2021.**

# Accreditation badges

You can collect your accreditation badge at the media accreditation desk at the entrance to the Brdo Congress Centre (the Vrtnarija building).

**Opening hours of the media accreditation desk:**

Thursday, 2 December 7:30–13:00

Friday, 3 December 7:30–13:00

# Media centre

The media centre is at the Brdo Congress Centre, which is the main venue for high-level meetings during the Slovenian Presidency of the Council of the European Union. It is located in the Heros Hall at the basement level of the Brdo Congress Centre and opens onto a small covered terrace. The media centre is equipped with workstations, electrical outlets, a Wi-Fi network, a multifunctional device, CCTV monitors, and a limited number of LAN and ISDN connections. Workstations cannot be reserved.

During media centre opening hours, snacks and cold and hot drinks will be available to media representatives in Brdo pri Kranju. If an event lasts all day, a hot meal will be provided to the media representatives free of charge in the hotel dining room, at a time coordinated with the event schedule.

# Press conferences

Press conferences are held in the Splendens Hall on the ground floor of the Brdo Congress Centre. **Live streams of the press conferences** are available at the [official website of the Slovenian Presidency](https://slovenian-presidency.consilium.europa.eu/en/events/eu-western-balkans-ministerial-forum-on-justice-and-home-affairs/?__cf_chl_jschl_tk__=3MRN1cUZ4n6TI7nG_om_UGGqx6PeRAgGUXYw98PumYw-1637315663-0-gaNycGzNCuU) and its official [Twitter](https://twitter.com/EU2021SI) and [Facebook](https://www.facebook.com/eu2021si) profiles, on official social media accounts of the Ministry of the Interior on [Twitter](https://twitter.com/mnz_gov_si) and [Facebook](https://www.facebook.com/MinistrstvoZaNotranjeZadeve) (2 December 2021), on official social media accounts of the Ministry of Justice on [Twitter](https://twitter.com/Mpravosodje) and [Facebook](https://www.facebook.com/MinistrstvoZaPravosodje) (3 December 2021), as well as at [Europe by Satellite (EbS+)](https://audiovisual.ec.europa.eu/en/ebs/live/2). **Live streams of doorstep statements** are available on the official social media accounts of the Slovenian Presidency on [Twitter](https://twitter.com/EU2021SI) and [Facebook](https://www.facebook.com/eu2021si), on official social media accounts of the Ministry of the Interior on [Twitter](https://twitter.com/mnz_gov_si) and [Facebook](https://www.facebook.com/MinistrstvoZaNotranjeZadeve) (2 December 2021), on official social media accounts of the Ministry of Justice on [Twitter](https://twitter.com/Mpravosodje) and [Facebook](https://www.facebook.com/MinistrstvoZaPravosodje) (3 December 2021), as well as at [Europe by Satellite (EbS+)](https://audiovisual.ec.europa.eu/en/ebs/live/2).

**It will also be possible to participate** in the press conference **via the Zoom platform.** Please register your interest in participating online via the email address of the Communication Office of the Government of the Republic of Slovenia **info.ukom@gov.si not later than 12:00 on Wednesday, 1 December 2021 (stating your name, surname, medium, email address)**, so that we can send you the link to the press conference.

# Official photographer and official television broadcaster

Live coverage of doorstep statements and press conferences, as well as videos and photos of informal ministerial meetings are provided by official photographers and the official television broadcaster. Photos and videos will be available at:

<https://ocean.vlada.si/sharing/LmHkbErO8>, password: PSEU2021

Photos are available on the [official Flickr channel](https://www.flickr.com/photos/eu2021si) of the Slovenian Presidency. They may be used free of charge provided that the author is credited.

RTV Slovenija is the official television broadcaster of the Presidency. The official television broadcaster can provide DSNG vans for satellite feeds by prior arrangement as an individual service for the needs of the visiting media. The service is charged according to the current EBU price list. Contact person at RTV Slovenia: Janez Knific, +386 31 313 542, janez.knific@rtvslo.si

Signal distribution from press conferences to Slovenian broadcasters and the Slovenian Press Agency (STA) is provided by the Government Communication Office.

# Transport for media representatives

Transport to informal ministerial meetings is provided for media representatives on the Ljubljana–Brdo and Brdo–Ljubljana routes. Transport from Ljubljana Jože Pučnik Airport to Brdo pri Kranju will be organised if the media representatives arrive to Slovenia on the day of the event.

At Brdo, the pick-up and drop-off point is in the parking area in front of the accreditation office (the Vrtnarija building).

In Ljubljana, the pick-up and drop-off point is at Dalmatinova ulica 10, opposite the City Hotel.

**Media representatives who wish to use this service should inform the Government Communication Office via email at info.ukom@gov.si by not later than 12:00 on Wednesday, 1 December.**

# COVID-19 MEASURES

The Slovenian Presidency will do all it can to ensure the planned events take place in person, ensuring the highest level of safety for all participants. Please observe the current COVID-19 restrictions during the event. During your stay in Slovenia, the Slovenian Presidency will pay particular attention to health and safety. We are counting on your support.

Please note that special conditions may apply for entry into Slovenia and check [the Government website for the latest information](https://www.gov.si/en/topics/coronavirus-disease-covid-19/border-crossing/).

Please attend in-person events only if you are in good health and do not travel if you notice any signs of respiratory infection. If you start to feel unwell during your stay, please contact the medical team, which will be on site at all times, or get in touch with the COVID-19 contact point.

If you need to take a test before returning to your home country, you will find information on testing locations at the contact points at the airport and at the main event venue.

# Attendance and access to the Brdo Congress Centre

The event may only be attended by **persons who meet the vaccinated-tested-recovered rule** (tested – an antigen or PCR test no older than 48/72 hours). Journalist must have with them a valid certificate that they meet one of the aforementioned conditions throughout the event.