



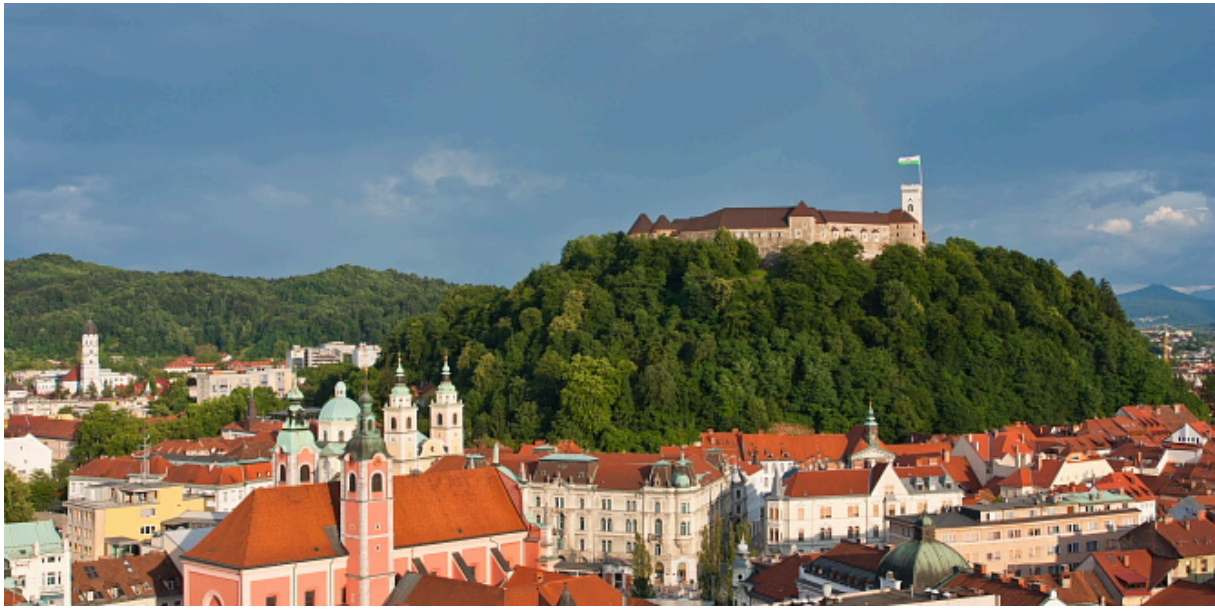
Information package

Prepared for the participants of

Executive Workshop on Bridging the Digital Innovation Divide: Fostering Digital Entrepreneurship and Startup Ecosystems



12 - 13 September 2017, Ljubljana, Slovenia





International Center for Promotion of Enterprises is an intergovernmental organization, established in 1974, with headquarters in Ljubljana, Slovenia, EU. ICPE has 18 Member States (Albania, Algeria, Angola, Bosnia and Herzegovina, Congo, Democratic Republic of Congo, Guinea, Guyana, India, Iraq, Macedonia, Nepal, Slovenia, Somalia, Sri Lanka, Syria, Tanzania and Zambia) and its mission is to function as a knowledge hub facilitating transfer of knowledge and skills to member countries. The Director General is the chief executive officer and legal representative of the Center with full powers to administer the Center.



Dr Anand Asthana, Director General



**Mr Nenad Stanković, ICPE
Representative, Austria and Switzerland**



**Mr David Tavželj, Head, International
Relations**



Ms Sandra Sladek, Protocol Officer

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Important contacts in Ljubljana:

ICPE – International Center for Promotion of Enterprises

Address: Dunajska 104, 1000 Ljubljana

Phone: +386 1 568 2331 Fax: +386 1 5682 775

Mr Nenad Stanković ICPE Representative in Austria and Switzerland, Programme organizer
nenad.stankovic@icpe.int +43 664 76 44 749

Mr. David Tavželj, Head, International Relations, david.tavzelj@icpe.int

Ms. Sandra Sladek, ICPE Protocol Officer, sandra.sladek@icpe.int

Emergency numbers:

113 - Police

112 - Fire brigade and ambulance

SLOVENIA AT A GLANCE

Population: 2 million

Capital: Ljubljana

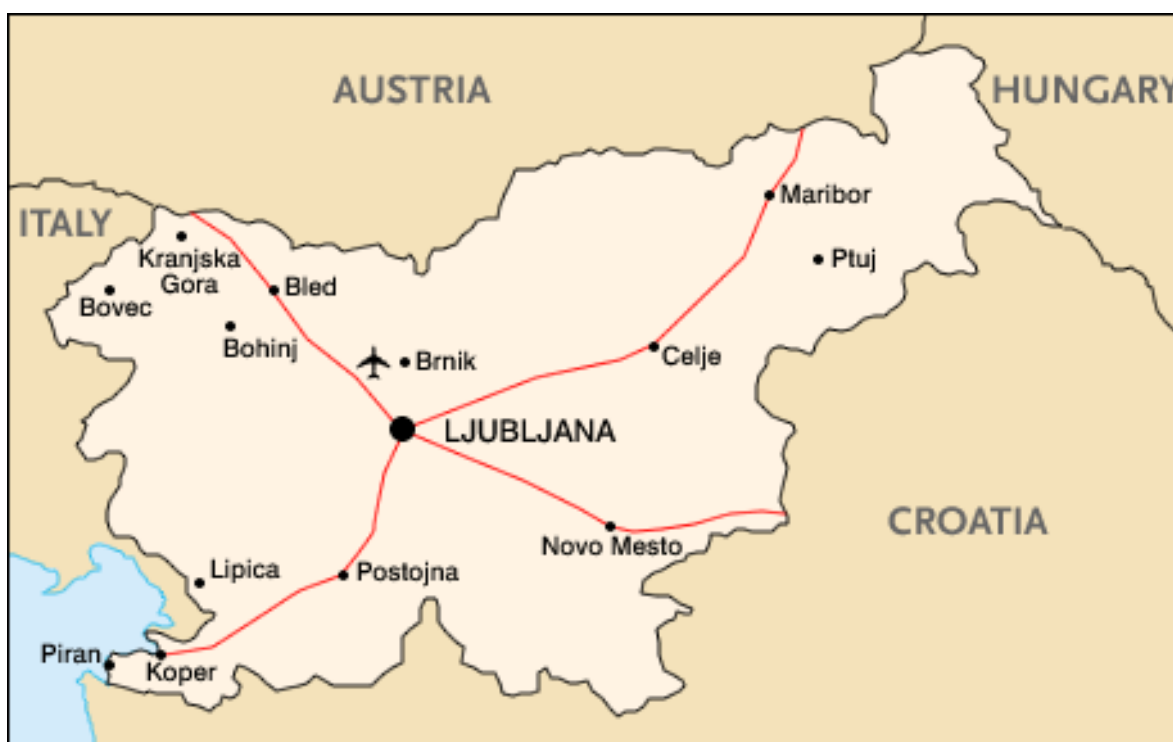
International dialling code: +386

Currency: Euro

Government: Parliamentary republic

Official language: Slovenian is the official language of the country. Many locals also speak English.

Time: Central European Summer Time (CEST). This is GMT +2 hours.



VISA

ICPE in co-operation with Slovenian Government will assist participants in the visa process if and when it is necessary.

VISA requirements can be expressed to: david.tavzelj@icpe.int

ARRIVAL

Ljubljana Jože Pučnik International Airport (LJU) is situated 25 km northwest of the city. It is connected with all major European cities and airports. Taxis from Airport to hotels cost EUR 35 to 45. A cheaper option is shared service <https://www.goopti.com/en/>

ACCOMODATION

There is no five star hotel in Ljubljana. Recommended hotels are:

- **Austria Trend Hotel Ljubljana****** [Walking distance from ICPE]

Dunajska Cesta 154, 1000 Ljubljana, +386 1 588 25 00, www.austria-trend.at/en/hotels/ljubljana

RESERVATION: E-mail: reservations.ljubljana@austria-trend.at; Fax: +386 1 588 25 99; Phone: +386 1 588 25-25

- **Hotel Park***** [Near city centre]

Tabor 9, 1000 Ljubljana, +386 1 300 25 00, www.hotelpark.si

RESERVATION: E-mail: sales@hotelpark.si; Fax: +386 1 433 05 46; Phone: +386 1 300 25 29

- **City Hotel Ljubljana***** [Near city centre]

Dalmatinova 15, 1000 Ljubljana, +386 1 239 00-00, www.cityhotel.si

RESERVATION: E-mail: reservations@cityhotel.si; Fax: +386 1 239 00 01; Phone: + +386 1 239 00-00

WEATHER

Slovenia is located in temperate latitudes. The climate is also influenced by the variety of relief, and the influence of the Alps and the Adriatic Sea. The temperature in **September may vary between +11°C and +21°C** with the possibility of some rain.

Real time weather forecast is available at:

<http://www.accuweather.com/en/si/ljubljana/299198/weather-forecast/299198>

ETIQUETTE

Dress formally. Traditional national dress is also welcome. Slovenians are punctual and appreciate punctuality from visitors.

BUSINESS HOURS

Banks work Monday to Friday from 9AM to 5PM, but you can withdraw cash 24 hours a day from cash dispensers around the country. Money can be exchanged in different banks around Slovenia; many of them are located in the city centres. USD, GBP, CHF and HRK can be changed easily all over.

Post offices work Monday to Friday from 8AM to 6PM and on Saturday from 8AM to 12PM. There are very few post offices or post boxes.

Pharmacies are open Monday to Friday from 7AM to 7PM and also on Saturday from 7AM to 1PM. There is a duty pharmacy in Ljubljana that is open 24 hours a day.

Shops are usually opened Monday to Friday from 7 or 9AM to 7PM, on Saturdays from 7/9AM to 3PM and on Sunday from 9AM to 1PM. Large shopping centres are open until 9PM from Monday to Saturday and until 3PM on Sundays.

UTILITIES

Electricity

Slovenia uses **German-style two-pronged electrical plugs**.

Water

Tap water is safe for drinking. Slovenia is amongst the countries with highest quality of drinking water. Bars and restaurants often serve tap water, for instance alongside coffee. Only the fashion conscious need buy bottled water. Slovenian tap water is safe and tastes better than bottled water.

Telephone

Your local phone on roaming mode will work in Slovenia. A cheaper way to make a phone call from Ljubljana is to purchase a **pre-paid phone card**. It can be purchased at the local post office. Prepaid cards are a must for using payphones on the street - coins aren't accepted..

Internet

WiFi is available for free at most hotels, at ICPE and additionally at many bars, cafes, restaurants and public buildings in Slovenia. It is advisable to bring your own Laptop/Tablet for academic requirements during the programme.

LOCAL TRANSPORTATION

In Ljubljana, the best mode of transport in the month of September is walking.

Public Transport

Urbana is a stored-value card used on public transport services in Ljubljana, the capital of Slovenia. It is a credit-card sized plastic card on which the customer electronically loads fares. ICPE is located nearby the MERCATOR station, approximately 13 minutes of transfer time from stops near the city centre.



Taxis

In case you need a taxi, please call a taxi company and order it or ask in the hotel reception to order it for you. The cheapest and most reliable companies:

Taxi Metro: +386 80 11 90

Taxi Laguna: +386 80 11 17



Ljubljana and surroundings