

practical training will focus on specific key issues related to the development of the Periodic Reporting and the delegates will work in groups. They will be split into groups according to the type of heritage (either cultural or natural) and according to the language. The trainers will be experts from WHC and from the Advisory Bodies involved in the relevant issue.

The lectures will deal with the following topics:

- Introduction into the 2nd cycle of preparing Periodic reporting: principles, objectives and timetable
- Clarifying boundaries, proposals of boundary adjustments and establishment of buffer zones
- Retrospective Statement of Outstanding Universal Value:
 - I. Format, procedure, sources
 - II. Justification for criteria
 - III. Authenticity and integrity
 - IV. Elements required in matters of the protection and the management
 - V. Brief synthesis

Programme (Annexe 2): For detailed programme please see Annexe 2

Working documents: For working documents please see the following websites:
<http://whc.unesco.org/en/periodicreporting/>
<http://whc.unesco.org/pg.cfm?cid=153>
<http://whc.unesco.org/en/activities/594/>
<http://www.mkcr.cz/kulturni-dedictvi/unesco/default.htm>

Working languages: English, French, Czech. Simultaneous interpretation will be provided.

International Travel: The organisers will not reimburse travel expenses incurred by the participants when travelling from their country to Prague and back.

Local transport: The delegates will travel from the airport (railway station) and around Prague by themselves.
From Praha - Ruzyně airport there is a bus service. The route No. 119 from Terminal 1 and 2 terminates in front of the Diplomat Hotel (see below under Accommodation). The ticket can be bought from the vending machine at the bus stop in front of the airport terminal and it costs CZK 26. There is also a taxi service at the airport. The journey from the airport to the Diplomat Hotel costs about CZK 400.
From the Main Railway Station (Hlavní nádraží) to the Diplomat Hotel the best is to take the underground, line C (towards Háje) and change at “Muzeum” to line A and continue to its last stop at “Dejvická”. The Diplomat Hotel is about 100 m from the underground station. (Exit to “Evropská street”).

The Diplomat Hotel is on line A of the underground, which goes straight to the centre of Prague.

There is also a tram service to the town centre.

Tickets can be also purchased in the underground (a single ticket costs CZK 26, it is valid for 75 minutes and it is possible to change to another line or tram). For more info please see: <http://www.dpp.cz/en/fares-in-prague/>

How to get from the Diplomat Hotel to the venue:

Station “Dejvická” of Underground line A (towards “Depo Hostivař”) to “Malostranská” station and then two stops by tram No. 12 or 20 (towards “Sídliště Barrandov”), or 22 (towards “Nádraží Hostivař”), get off at “Hellichova” and then walk (about 2 minutes) - as you get off the tram, cross to the other side of the street and turn left to “Harantova” street walking towards Maltézské nám. 1.

Accommodation:

The hotel accommodation (3 nights) for one coordinator for the preparation of the Periodic Reporting on the Implementation of the World Heritage Convention per state will be taken in charge by the World Heritage Centre.

The organisers will book single bed rooms at the **Diplomat Hotel** for the participants as requested in the Application Form and Request for Hotel Booking.

The address of the Diplomat Hotel: 160 41 Praha 6, Evropská 15, Tel.: +420 296 559 111,

For more information please see:

<http://www.diplomathotel.cz/en/home/>

Lunch:

Lunch for the workshop participants will be hosted by the Ministry (except drinks) at its restaurant.

Organisers:

Ministry of Culture of the Czech Republic in co-operation with the National Heritage Institute, UNESCO World Heritage Centre and the Advisory Bodies (ICOMOS, IUCN, ICCROM)

Contact:

Mrs Dita Limová

e-mail: dita.limova@mkcr.cz

Tel: + 420 257 085 371; fax: + 420 224 324 282

Mailing address: OMV, Ministerstvo kultury, Maltézské nám. 1, 118 11, Praha 1, Česká republika/ Czech Republic

Visa :

Please check with the Czech Embassy in your country whether you will need a visa for travel to the Czech Republic and, if this is the case, please make sure you will have enough time to obtain it. The organisers have no means of facilitating the process.

Currency:

The currency in the Czech Republic is Czech koruna. Its exchange rate on 2nd February was € 1 = CZK 24; US \$ 1 = CZK 17.30.

Insurance: We recommend that participants take out travel insurance to cover the cost of medical treatment if necessary during their stay in the Czech Republic. The organisers will not cover the potential costs of medical treatment.

Weather: Late in May the average temperature is around 11° - 15 °C. There can be rain showers.

Important warning: Please, be aware of pickpockets in Prague and make sure you are not an easy target to them.

Info on the Czech Republic: Tourist and other information can be found at the following websites:

<http://www.praha.eu/jnp/en/home/index.html>

<http://www.czech.cz/>

<http://en.czech-unesco.org/>

The Application Form and Request for Hotel Booking can also be found at the following website :

<http://www.mkcr.cz/kulturni-dedictvi/unesco/default.htm>

Thank you very much for sending the completed Application Form by 6th May 2011.

This General Information Note will also be made available at the following website:

<http://www.mkcr.cz/kulturni-dedictvi/unesco/default.htm>

End of the document