



# REGIONAL ROUNDTABLE ON UN PEACE OPERATIONS

**First Central, Eastern Europe and the Balkans Roundtable on UN Peace Operations:**  
Regional Perspectives on Strengthening Support and Advancing the Role of Training Centres

**8-9 June 2026**

**Ljubljana & Jable Castle, Slovenia**



# Logistical manual



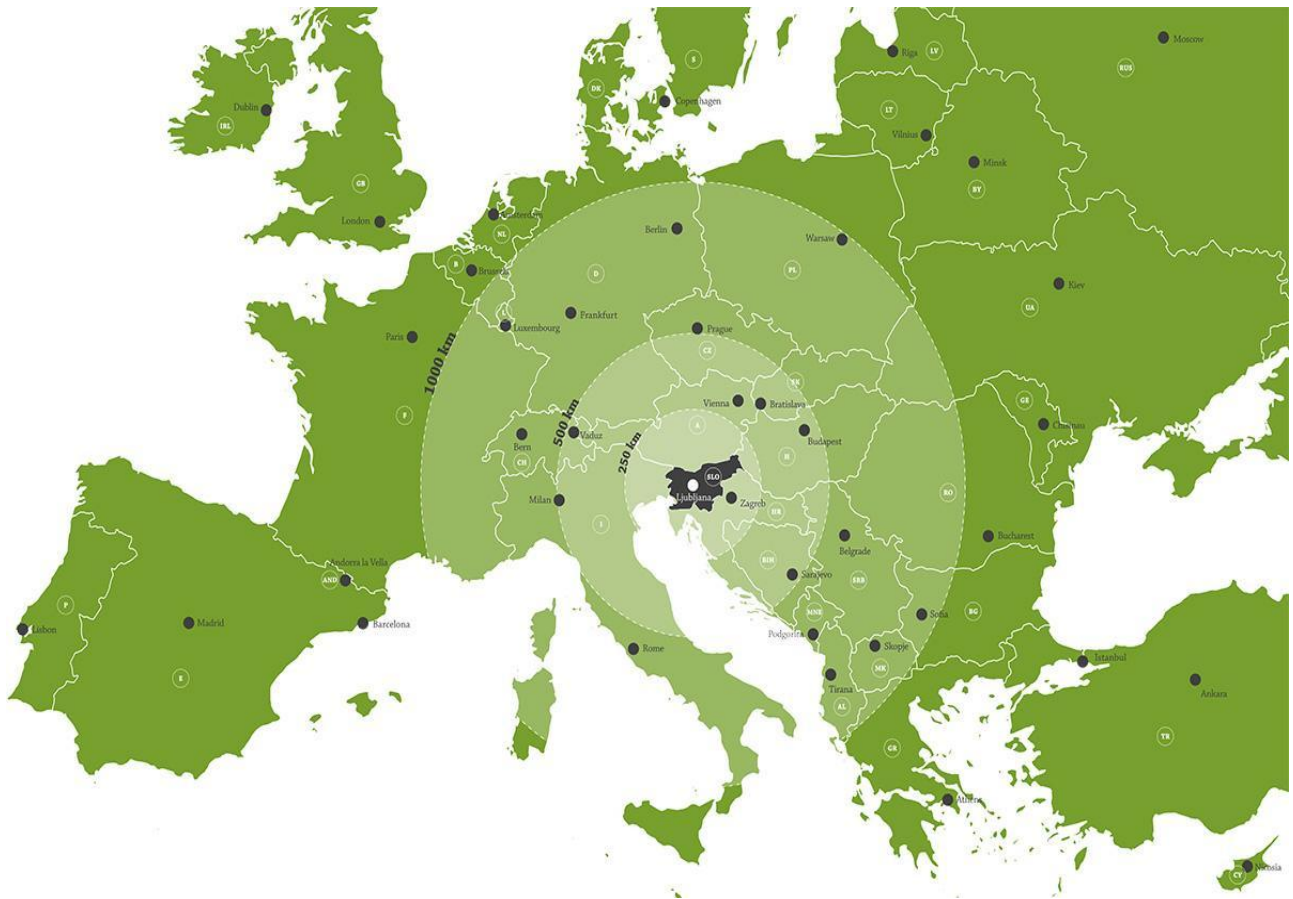
Dear participants,

the Ministry of Defence of the Republic of Slovenia and the Peace Operations Training Centre welcome you to Slovenia!

Below, we are sharing some general logistical information to ease your participation in the roundtable.

## ARRIVING IN SLOVENIA

The main arrival point to Slovenia from abroad is the Jože Pučnik Airport of Ljubljana. There are, of course, several options – flying, train or bus. Most options will lead you to Ljubljana's main bus and train station or the Jože Pučnik Airport of Ljubljana.



## VENUES

The venue for the First Central, Eastern Europe and the Balkans Roundtable on UN Peace Operations is Jable Castle at Loka pri Mengšu. More information about the venue can be found at [https://www.culture.si/en/Jablje\\_Castle](https://www.culture.si/en/Jablje_Castle).

The Opening of the Conference on 8 June 2026 will take place at the Ljubljana Castle. More information about the venue can be found at <https://www.ljubljanskigrad.si/en>.

## FORMAT OF DELEGATIONS

The format of conference **2+1**.

## WORKING LANGUAGE

The language of the entire event will be English.

## DRESS CODE

We recommend formal attire for civilian participants and a service uniform for uniformed personnel.

## REGISTRATION

Delegations are kindly requested to register through the following link: <https://form.jotform.com/260754522498061> by no later than **30 May 2026**.

## ACCREDITATION

Entry to the conference will be possible with the accreditation badges. The badges can be obtained during registration on 8 June from 17:50 at Ljubljana Castle, or on 9 June from 8:00 to 9:30 at Jable Castle, directly after arrival at the venue.

The accreditation badge should be visible at all times.

## ACCOMMODATION

Participants are requested to make their own hotel arrangements. Please note that participants bear their own accommodation costs.

At the end of the logistics manual is a list of possible hotels and their contacts in the Ljubljana city centre. We encourage you to pay particular attention to B&B Hotel Park, as the organisers have secured a limited number of rooms at a special price, available to book until 25 April 2026.

## TRANSPORTATION TO THE VENUE ON 9 JUNE 2026

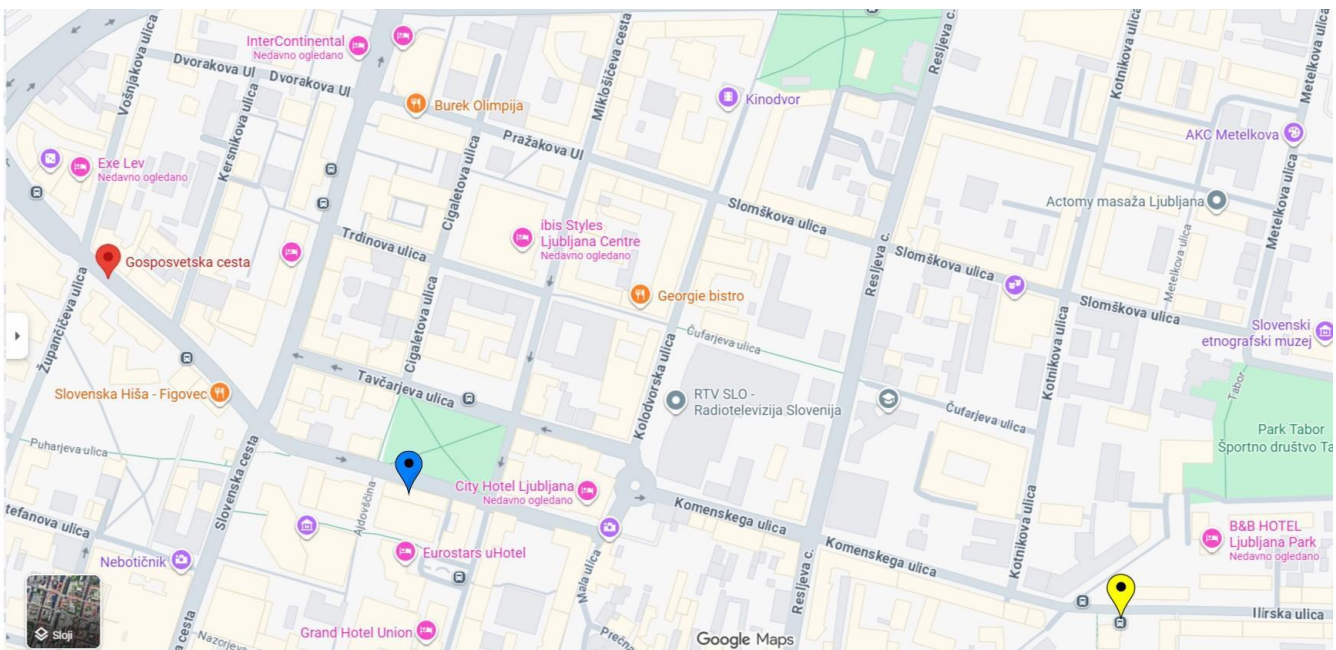
Running on 9 June from Ljubljana city centre to the conference venue and Jable castle in Mengeš, there will be an organised joint transport (buses) offered to participants.

The buses will be marked with the event title, and a POTC representative will welcome participants at each pickup point.

Picking up at three separate points in Ljubljana, two buses will start at 7:20 and pick up participants at three bus stop points in the Ljubljana city centre:

- [Gospovetska](#) bus stop (in front of the restaurant Slovenska hiša - Figovec) – marked **red**
- [Dalmatinova](#) bus station (next to Miklošičev park and in front of the Delavska hranilnica bank) – marked **blue**
- [Ilirska](#) bus station (near B&B hotel Park Ljubljana) – marked **yellow**

You can see the points marked on the map below.



## ARRIVING TO THE CONFERENCE VENUE BY CAR

If you are coming from the direction of Ljubljana, follow the signs for Trzin and Mengeš. Jable Castle is about 13 km from Ljubljana.

If you are coming from the highway in the direction of the Ljubljana airport, follow the signs for Trzin/Mengeš. Jable Castle is about 18 km from Ljubljana Airport.

Road tax e-vignettes must be purchased when using Slovenian motorways. Vignettes can be purchased online ([here](#)) or at petrol stations located in the border areas of Slovenia's neighbouring countries and at all other petrol stations.

## PARKING

Free parking is available at the Jable Castle.

## USEFUL CONTACTS

### **PEACE OPERATIONS TRAINING CENTRE**

#### **Roundtable content**

Mr Samo Selimović, POTC Coordinator

E: [samo.selimovic@cep.si](mailto:samo.selimovic@cep.si)

#### **Logistical information**

Ms Ana Novak, Project Manager

T: 00386 40 510 986

E: [ana.novak@cep.si](mailto:ana.novak@cep.si)

## OTHER USEFUL INFORMATION

### **TIME**

Slovenia belongs to the Central European Time Zone (CET: GMT+1).

### **CURRENCY & CREDIT CARDS**

The currency in Slovenia is the euro (€). Major credit cards are accepted at most points of sale. The most widely used credit cards in Slovenia are MasterCard, Visa, American Express and Diners Club.

### **ELECTRICITY**

The electricity supply in Slovenia is 220-240V, plug type E.




More information about Slovenia can be found at [www.slovenia.si](http://www.slovenia.si) and [www.slovenia.info](http://www.slovenia.info), more information about Ljubljana is available at <https://www.visitljubljana.com/en/visitors>.

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## List of a few possible hotels in Ljubljana City Centre

Hotel	Address	Details
<p><b>Grand Plaza Hotel Ljubljana *****</b></p> 	<p>Slovenska cesta 60, 1000 Ljubljana</p>	<p>Telephone number: +386 1 234 01 00</p> <p>Email: <a href="mailto:info@grandplazahotel.si">info@grandplazahotel.si</a></p> <p>Website: <a href="https://www.grandplazahotel.si/">https://www.grandplazahotel.si/</a></p> <p>Approx. prices in June (night/person): from 250 €</p> <p>Nearest pickup point: Gosposvetska bus stop - 400m away</p>
<p><b>Intercontinental Ljubljana *****</b></p> 	<p>Slovenska cesta 59, 1000 Ljubljana</p>	<p>Telephone number: +386 59 128 000</p> <p>Email: <a href="mailto:Ljuha.info@ihg.com">Ljuha.info@ihg.com</a></p> <p>Website: <a href="https://www.ihg.com/intercontinental/hotels/gb/en/ljubljana/ljuha/hoteldetail?cm_mmc=Google+Maps_-_IC_-_SI_-_LJUHA">https://www.ihg.com/intercontinental/hotels/gb/en/ljubljana/ljuha/hoteldetail?cm_mmc=Google+Maps_-_IC_-_SI_-_LJUHA</a></p> <p>Approx. prices in June (night/person): from 353 €</p> <p>Nearest pickup point: Gosposvetska bus stop - 350m away</p>
<p><b>City Hotel Ljubljana ****</b></p> 	<p>Dalmatinova ulica 5, 1000 Ljubljana</p>	<p>Telephone number: +386 1 239 00 00</p> <p>Email: <a href="mailto:info@cityhotel.si">info@cityhotel.si</a></p> <p>Website: <a href="https://www.cityhotel.si/">https://www.cityhotel.si/</a></p> <p>Approx. prices in June (night/person): 117 € - 143 €</p> <p>Nearest pickup point: Dalmatinova bus stop - 100m away</p>

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<p><b>B&amp;B Hotel Ljubljana Park ***</b></p> 	<p>Tabor 9, 1000 Ljubljana</p>	<p>Telephone number: +386 1 300 2 500</p> <p>Email: <a href="mailto:ljubljana@hotelbb.com">ljubljana@hotelbb.com</a></p> <p>Website: <a href="https://www.hotel-bb.com/sl/hotel/ljubljana-park">https://www.hotel-bb.com/sl/hotel/ljubljana-park</a></p> <p>Approx. prices in June (night/person): 125 € - 143 €</p> <p>Nearest pickup point: Ilirska bus stop - 100m away <i>Please note that the organisers (POTC) have arranged a discount code for the B&amp;B Hotel Park Ljubljana. Delegates are encouraged to book early, as room availability is limited and confirmation is subject to availability. During the online booking process, please use the discount code <b>CORP26</b> and select the corporate code as the option.</i></p>
<p><b>Allegro Hotel ****</b></p> 	<p>Gornji trg 6, 1000 Ljubljana</p>	<p>Telephone number: +386 0 41 557 908</p> <p>Email: <a href="mailto:info@allegrohotel.si">info@allegrohotel.si</a></p> <p>Website: <a href="https://www.allegrohotel.si/sl">https://www.allegrohotel.si/sl</a></p> <p>Approx. prices in June (night/person): 164 € - 199 €</p> <p>Nearest pickup point: Dalmatinova bus stop - 950m away</p>
<p><b>Ibis Styles Ljubljana ***</b></p> 	<p>Miklošičeva 9, 1000 Ljubljana</p>	<p>Telephone number: +386 31395869</p> <p>Email: <a href="mailto:HCOE6@accor.com">HCOE6@accor.com</a></p> <p>Website: <a href="https://www.ibisstylesljubljana.com/">https://www.ibisstylesljubljana.com/</a></p> <p>Approx. prices in June (night/person): 169 € - 181 €</p> <p>Nearest pickup point: Dalmatinova bus stop - 300m away</p>

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<p><b>Occidental Ljubljana ****</b></p> 	<p>Slovenska cesta 16, 1000 Ljubljana</p>	<p>Telephone number: +386 597 57330 Email: <a href="mailto:ljubljana@occidentalhotels.com">ljubljana@occidentalhotels.com</a> Website: <a href="https://shorturl.at/QzAh9">https://shorturl.at/QzAh9</a>  Approx. prices in June (night/person): 184 € - 203 €  Nearest pickup point: Gosposvetska bus stop - 600m away</p>
<p><b>Best Western Premier Hotel Slon ****</b></p> 	<p>Slovenska cesta 34, 1000 Ljubljana</p>	<p>Telephone number: +386 1 470 11 00 Email: <a href="mailto:sales@hotelslon.com">sales@hotelslon.com</a> Website: <a href="https://www.hotelslon.com/">https://www.hotelslon.com/</a>  Approx. prices in June (night/person): 188 € - 198 €  Nearest pickup point: Gosposvetska bus stop - 290m away</p>
<p><b>Hotel Center Ljubljana ***</b></p> 	<p>Slovenska cesta 51, 1000 Ljubljana</p>	<p>Telephone number: +386 1 5200 640 Email: <a href="mailto:info@hotelcenter.si">info@hotelcenter.si</a> Website: <a href="https://www.hotelcenter.si/">https://www.hotelcenter.si/</a>  Approx. prices in June (night/person): 196 € - 212 €  Nearest pickup point: Gosposvetska bus stop - 240m away</p>