



**INSARAG**  
Preparedness Response



# **Africa, Europe, Middle East (AEME) Regional Meeting & Working group meeting 2025**

## **Prague, Czech Republic**

### **Administrative note**

#### **Date**

Working group meeting 4 – 5 & 8 October 2025

**AEME regional meeting 6 – 7 October 2025**

#### **FOCAL POINT**

Mr. Martin Pávek

Mol - Directorate general of Fire Rescue  
Service of the Czech Republic



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#### **Venue**

WG meetings and AEME meeting will be held in the Grand Hotel International Prague.

Address: Koulova 1501/15, Prague

Website. <https://www.hotelint.cz/en/>



#### **Accommodation**

We encourage all participants to stay at the Grand Hotel International Prague, where is prebooked enough space for all participants. WG meetings and AEME meeting will be in the same hotel.



Please note that deadline for registration is 12 September. For booking you can use [link here](#). Please do not contact hotel directly.

## Meals

An official dinner will be hosted by Directorate General of the Fire rescue Service of the Czech Republic on Monday October 6<sup>th</sup>. Place for official dinner will confirm during the first day of AEME meeting, but please be prepare to spend 2- 3 hours on boat on Vltava river.

A lunch buffet will be available for all delegates at the conference venue on both days of the event. Please send any special dietary requirements to [grh.insarag@hzscr.cz](mailto:grh.insarag@hzscr.cz) no later than five days before the event.

Breakfast is included in your accommodation arrangements in the Hotel.

## Travel documents and visa application

Czech Republic is a European Union (EU) Member State and a European Economic Area (EEA) Member, which means that all visitors within the EU and EEA can travel to our country using only their national ID card or passport. Nationals of other countries are required to have a passport.

Citizens from countries outside the EU/EEA may need a visa, which should be obtained prior to travel (official information [here](#)).

Participants requiring a nominal invitation for visa purposes should request it by contacting [grh.insarag@hzscr.cz](mailto:grh.insarag@hzscr.cz)

## Transport

Transport to and from the airport will be provided by the Fire Rescue Service of the Czech Republic Please confirm your arrival and departure times to [grh.insarag@hzscr.cz](mailto:grh.insarag@hzscr.cz) no later than five days before the event. Upon sending your travel details, you will receive detailed information about your pickup arrangements.

## Registration

All participants are kindly requested to register for the event no later than September 12th, by completing the online registration on VOSOCC platform and filling registration form with your travel details [here](#).

Registrations received after this date may not be guaranteed. For any inquiries regarding registration, please contact us at the following email address: [grh.insarag@hzscr.cz](mailto:grh.insarag@hzscr.cz) copying [insarag@un.org](mailto:insarag@un.org) .



We would like to kindly ask all working groups member to completing registration until 31 August.

## Other information

### General information about the Czech Republic

General information is available from:

- <http://www.mzv.cz/>

### Language

The official language is Czech. As in many other countries, English is widely understood.

### Time zone

The time in the Czech Republic in October is UTC + 2 hours

### Electricity

Voltage in the Czech Republic is 230V-50Hz. Plugs are two pronged with round pins.



### Emergency number

Fire and Rescue Service, Police, Emergency Medical Services - dial 112.

### Health insurance

Only European citizens need no separate health insurance. All other nationalities should have a travel health insurance prior their departure to the Czech Republic. As a foreign language could be a problem as well as the name of medicine vary a lot between the countries, it is recommended to bring essential medicine – if needed - from your own country.

### Weights, dimensions etc.

The Czech Republic uses the metric system.

Temperature: is set in degrees Celsius (°C)



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## **Communication**

The country code for the Czech Republic when calling from abroad is +420.

In all regions of the Czech Republic GSM and UTMS mobile phones will work.

Please refer to your provider for the cheapest roaming partner.

## **Currency and money exchange**

The currency in the Czech Republic is koruna (CZK).

Please note that the best places to exchange money are banks and official exchange offices. Remark: changing money at the exchange office at the baggage claim area at the airport is usually very expensive.

In the Czech Republic VISA, MAESTRO and MASTERCARD payment cards are widely accepted.

## **weather**

In October, Prague experiences mild autumn weather with average daytime temperatures ranging from 9°C to 18°C (.). Evenings can be cooler, often dropping to around 6°C to 10°C. October can be rainy so it's advisable to bring an umbrella or raincoat.