



# **LOGISTICAL AND TECHNICAL INSTRUCTIONS FOR GUEST COMPETITORS AND EXPERTS**

**WORLD SKILLS CROATIA 2023**

**ZAGREB, 10 - 12 MAY 2023**



# INTRODUCTION

Dear Guest Competitors and Experts,

We happy to welcome you to this year's **National Competition for Vocational School Students - WorldSkills Croatia 2023** which will take place from 10 to 12 May 2023 in Zagreb, at the Zagreb Fair.



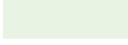
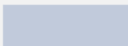
You will participate in the largest event related to vocational education in Croatia and the skills competition in this part of Europe. About 400 of the best students of Croatian vocational schools will compete in 46 skills in which they will present their professional competencies and demonstrate the skills necessary to successfully perform tasks relate to the particular occupation. Your participation, as a guest competitor and expert, is a valuable addition to our event.

In this document, you will find important logistical information and instructions regarding your arrival and participation. We believe that you will find them useful and helpful, so we ask you to follow them so that everything runs smoothly.

## VENUE OF THE COMPETITION



The event will take place on the premises of the Zagreb Fair (Avenija Dubrovnik 15, Zagreb):

| location   | Activity                                      | Buoy on the map   |
|--|---|---|
| Pavilions 8, 8a, 9, 10a and 11a                            | Competitions                                  |    |
| The open space between pavilions 11d and 14 and 15 and 16. | Competitions                                  |    |
| Pavilion 5   | Opening and closing Ceremonies<br>Lectures    |    |
| Congress hall Globus                                       | Zone for mentors<br>Lunch area<br>Secretariat |  |

| Pavilion 8                        | Pavilion 8a                                | Pavilion 9                  | Pavilion 10a                               | Pavilion 11a                   | Open space                         |
|-----------------------------------|--|-----------------------------|--|--------------------------------|------------------------------------|
| Eco -lab                          | Pâtisserie                                 | Robotics                    | Car mechatronic                            | Health Care                    | Forestry                           |
| Business Secretary                | Bakery                                     | Mechatronics                | Plumbing and heating                       | Hairdressing                   | Driving motor vehicle              |
| IT Solutions for Business         | Hotel Reception                            | Construction technologies   | Electrical installations                   | Beauty Care                    | <b>Pavilion 5</b>                  |
| IT Network Systems Administration | Tourist Destination                        | Architecture technologies   | Drywalling                                 | Fashion Technology             | Opening and Closing Ceremonies     |
| Geodesy                           | Assistant worker in Cooking and Patisserie | Sales skills                | Wall and Floor Tiling                      | Design of Fashion accessories  | Workshops and lectures for mentors |
| Engineering technics              | Nutri-vita                                 | Naval nautical technologies | Painting and Decorating                    | Development of Fashion product | <b>Congress Hall Globus</b>        |
| Floristry                         | Cooking                                    | Multimedia                  | Architectural Stonemasonry (demonstration) | Physiotherapy                  | Secretariat                        |
| Veterinary care                   | Restaurant Service                         | CNC CAD/CAM technologies    | Carpentry                                  |                                | CIS                                |
| Agro                              |  |                             | Bricklaying                                |                                | Lunch area                         |
| Assistant florist                 |  |                             |  |                                | Expert area                        |
| Entrepreneurship                  |  |                             |  |                                |                                    |
| Graphic Design                    |  |                             |  |                                |                                    |



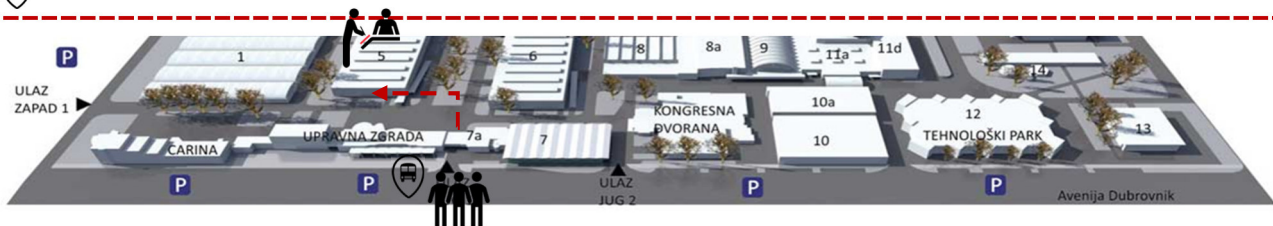
# 10 MAY 2023

## ARRIVAL IN ZAGREB AND REGISTRATION

Your arrival at the Zagreb Fair is scheduled for the morning of 10 May 2023, **but no later than 11:00 a.m.** If you come by car, please use the nearby public parking area (East parking lot of the Zagreb Fair, 4 EUR all-day parking ticket). **It will not be possible for private cars to enter the ZF area!**

To enter the Zagreb Fair upon arrival, use only **the main entrance JUG I** (Dubrovnik Avenue)!

On the second and third day of the competition, the organized transport will disembark the participants at this place!



After entering the premises of the Zagreb Fair, you will go to **Pavilion 5**, where will be a registration zone.

Upon registration, you will receive **the accreditation** you need for all activities during the three days:

- entering the premises of the Zagreb Fair
- entry into the skills area
- lunch
- transfers to and from the hotel (for those who use it)
- opening and closing ceremony.



**Be sure to keep and carry your accreditation all the time you are on the premises of the Zagreb Fair - because without it you will not be able to enter the skill area, get lunch, etc.**

During registration, all participants who need it will be given tags for travel bags on which we ask them to write their first and last names. After registration, experts and competitors (who come from outside Zagreb and use a transfer within Zagreb organized by the Agency) leave their marked travel bags in the **area of the skills**. All bags must be marked with your first and last name. **Bags are picked up before going to the hotels!**

We ask that other participants (who use their own transport) do not bring their travel bags into the Zagreb Fair, but **leave them in their vehicles**.

After registration, all participants should go to their skills area (see above floor plan), where members of the judging committee will inform them of the schedule of activities for that day (acquaintance with the venue, lunch, start of the competition, etc.).

## OPENING CEREMONY

The official opening of the *WorldSkills Croatia 2023* will take place on May 10 in Pavilion 5 of the Zagreb Fair. **We have foreseen the participation of international competitors and experts in the ceremony so we kindly ask you to plan your attendance.**

The opening ceremony starts at 6:00 p.m., but due to a large number of participants, we ask all those who will attend to head towards Pavilion 5 after 5:15 p.m., but after 5:50 p.m. it will no longer be possible to enter Pavilion 5.

**All participants must carry accreditation, without which it will not be possible to enter Pavilion 5!**

The representatives of the Agency **will seat all participants according to** the designated seats, so please do not sit in the hall on your own.

The organizing team (black T-shirts with the inscription ORGANISATOR) will be at your disposal at any time for all the necessary help, questions and ambiguities.

### Draft program of the opening ceremony 10 May 2023

| TIMING        | ACTIVITY   | WHO   |
|---------------|--|---|
| 18:00 – 18:05 | Anthem of the Republic of Croatia                  |   |
| 18:05 – 18:10 | Intro movie  |   |
| 18:10 – 18:15 | Opening greeting                                   | Ceremony hosts  |
| 18:15 – 18:35 | Welcome speeches and opening ceremony              | Mr. Mile Živčić, director of the Agency for Vocational and Adult Education<br>Mr. Tomislav Tomašević, Mayor of the City of Zagreb (awaiting confirmation)<br>prof. dr. sc. Radovan Fuchs, minister of science and education (awaiting confirmation) |
| 18:35 – 18:45 | Music and dance program                            |   |
| 18:45 – 19:10 | Presentation of competitors by skills              | Competitors and mentors   |
| 19:10 – 19:15 | Music and dance program                            |   |
| 19:15 - 19:40 | Presentation of competitors by skills              | Competitors and mentors   |
| 19:40 – 19:45 | Oath of the competitor and the judging commissions | One competitor and one member of the judging commissions  |
| 19:50         | Completion of the opening                          | Ceremony hosts  |

## TRANSFERS TO HOTELS MAY 10

Immediately after the opening ceremony, competitors and experts who have booked their accommodation in one of the official event hotels, can use organized transfers. The Agency will organize bus transfers for all participants that are staying in the official hotels and have expressed such a need to the Agency.

Participants using their own transport will go to their vehicles and head towards the hotels. **The agency does not bear the costs of parking the vehicle in paid garages and hotel parking lots. In order to avoid crowds, please do not leave the hall at the same time!**

Immediately after the end of the ceremony, the organizers will instruct the participants who use the organized transport to go to their skills area and collect their travel bags:

- Participants from Pavilions 8, 8a, 9 use **the northern route to reach their skills area** and use the north entrance of Pavilion 8.
- Participants from pavilions 11a and 10a use **the southern route to reach their skills area** and go through Topli prolaz (between pavilions 11a and 10a).

After collecting travel bags, participants should head towards **the East parking lot**:

- Participants from pavilions 8, 8a, 9 will go through the Chinese pavilion (11b)
- Participants from pavilions 11a and 10a through Topli Prolaz (between Pavilions 11a and 10a).



**All participants must carry accreditation with them, without it it will not be possible to enter the buses!**

Buses will run according to **the lines** that will include several hotels.

You will receive **the name and address of the hotel and a list of lines before the event itself, but you can also find them at your skills areas.**

**Please be sure to check the hotel markings on the bus before boarding, and then board the bus without a long wait.**

**EAST 2 is the exit for all participants who use organized bus transport, but everyone else can also use the entrance/exit SOUTH 1 or WEST 2.**

# 11 MAY 2023

## ARRIVAL AT THE COMPETITION

All participants must be at their skills area **no later than 30 minutes before the start of the competition**.

For participants who are staying in official event hotels but do not have their own transport, the Agency will organize bus transfers. As a rule, departure is scheduled for the period from 7:00 to 7:15, but the exact time will be announced on 10 May 2023, in the discipline area and in the official event application. We ask all participants who will be staying at the hotels to have breakfast on time and be ready to leave at the scheduled time.

**All participants must carry accreditation with them, and without it it will not be possible to enter the buses or the competition area!**

Buses will bring the participants to the South I entrance of the Zagreb Fair. **Entrance SOUTH I is the entrance for all participants, regardless of the method of arrival**, and after entering the premises of the Zagreb Fair, participants are to proceed to their skills area, and experts can go to the area for mentors or as they wish.

**The exact time of the start of the competition will be indicated in the Skill Management Plan.**

Participants that do not use an official hotel or wish to arrive by themselves organize their arrival and departure from the competition independently but using the same entrance and in agreed timing.



## TRANSFERS TO HOTELS MAY 11

The Agency will organize bus transfers for all participants that are staying in the official hotels and have expressed such a need to the Agency.

As a rule, departure is scheduled on 5:00 p.m. - 6:00 p.m. - 7:00 p.m. and 8:00 p.m.

Buses for participants staying at the official hotels will depart from the East parking lot of the Zagreb Fair. Buses will run as they did the day before - according to lines that cover one or more hotels.

**ISTOK II is the exit for all participants who use organized bus transport, but everyone else can also use the entrance/exit JUG I or ZAPAD II.**

- Participants from pavilions 8, 8a, 9 will go through the Chinese pavilion (11b)
- Participants from pavilions 11a and 10a through Topli Prolaz (between Pavilions 11a and 10a).



## 12 MAY 2023

### ARRIVAL AT THE COMPETITION

All competitors and mentors must be at their skills area **no later than 30 minutes before the start of the competition.**

**The exact time of the start of the competition must be indicated in the Skills management plan.**

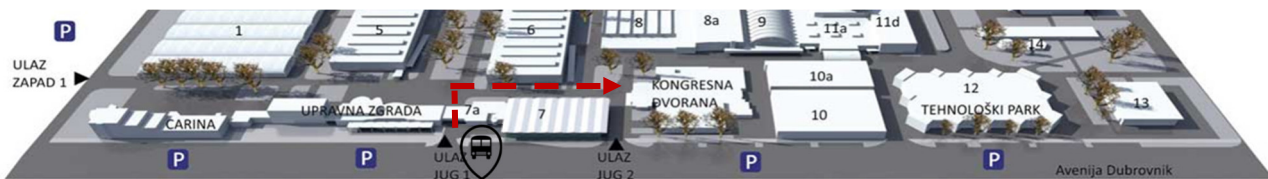
**Departures from the hotel are different for the two groups:**

- A) participants travelling on May 12 - **carry their travel bags with them**
- B) participants travelling on May 13th will return to their hotels after the closing ceremony - **DO NOT** take their travel bags with them.

For participants who are staying in official hotels but do not have their own transport, the Agency will organize bus transfers. As a rule, departure is scheduled between 7:00 and 7:15 a.m., but the exact time will be announced on 11 May 2023, in the skill area and in the area for experts. Have breakfast on time and be ready to leave at the scheduled time.

Buses will bring the participants staying at the official hotels to the South I entrance of the Zagreb Fair. **Entrance SOUTH I is the entrance for all participants, regardless of the method of arrival.**

**Participants departing on 12 May will leave their travel bags in the skill area during the day and collect them before departure. Participants travelling with their own transportation should leave their travel bags in their vehicles and do not bring them inside the Zagreb Fair.**





## CLOSING CEREMONY AND AWARDING OF MEDALS

The closing ceremony of the competition, the awarding of the medal and the *Faust Vrančić award* will take place on **Friday, 12 May 2023**, at Pavilion 5 of the Zagreb Fair starting at **4:30 p.m.** We have foreseen the award of medals for participation to all international competitors, so we kindly ask you to attend the ceremony.

Due to a large number of participants, we ask all those who will attend to head towards Pavilion 5 no later than 4:00 p.m.

**All participants must carry accreditation with them, without which it will not be possible to enter Pavilion 5!**

The representatives of the Agency will seat all participants according to the designated seats, so please do not sit in the hall on your own.

The organizing team (black T-shirts with the inscription ORGANIZATOR) will be at your disposal at any time for all the necessary help, questions and ambiguities.

**Draft program of the closing ceremony and awarding of medals on 12 May 2023.**

| TIMING        | ACTIVITY                             | Who   |
|---------------|--------------------------------------|---|
| 16:30         | Opening greeting                     | Ceremony host   |
| 16:30 – 16:45 | Ceremonies speak                     | Director of the Agency<br>Representative of the Ministry of Science and Education<br>Representative of the City of Zagreb |
| 16:45 – 17:15 | <i>Faust Vrančić</i> medal and prize | The director of the Agency, the representative of the Ministry of Health and the representative of the partner/sponsor    |
| 17:15 – 17:25 | Music and dance program              |   |
| 17:25 – 18:00 | <i>Faust Vrančić</i> medal and prize | The director of the Agency, the representative of the Ministry of Health and the representative of the partner/sponsor    |
| 18:00         | Completion of closure                | Program manager   |

The host of the program will announce when international participants receive the medals. When called Competitors and Experts are to proceed to the stage.

The names and surnames of the medal winners will be listed on the video wall.

In order to shorten the duration of the ceremony, we ask all participants for cooperation and speed.

The organizing team (black T-shirts with the inscription ORGANIZATOR) will be at your disposal at any time for all the necessary help, questions and ambiguities.

## DEPARTURE AND TRANSFER TO THE HOTEL 12 MAY 2023

Departures after the awarding of the medals are different for the two groups:

- A) participants that travel on 12 May 12 after the awarding of medals will leave the competition area.
- B) participants travelling on 13 May after the awarding of medals return to their hotels.

Departure is scheduled at 6:30 p.m.

Buses for participants staying at the official hotels will depart from the East parking lot of the Zagreb Fair. Buses will run according to lines that cover several hotels.

**ISTOK II is the exit for all participants who use organized bus transport, but everyone else can also use the entrance/exit JUG I.**

Participants will take the northern route to the exit of **ISTOK II**.



**Please be sure to check the hotel markings on the bus before boarding, and then board the bus without a long wait.**

## LUNCH AND REFRESHMENTS

Lunch will be served for competitors and experts at the Globus Congress Hall - on May 10, 11 and 12

The lunch service schedule can be found on the website [www.worldskillscroatia.hr](http://www.worldskillscroatia.hr) and can be obtained from the judging committee during the preparatory phase on May 10.

It is very important that all participants of the competition adhere to the lunch schedule.

**Lunch will not be available without accreditation.**

45 minutes are planned for lunch.

Refreshments (water, fruit, biscuits, etc.) will be provided in the skills area as well as in the zone for experts ( Globus Congress Hall ).

# GENERAL DATA PROTECTION REGULATION - REGULATION (EU) 2016/679

Registration of participation of all participants and collection of personal data will be carried out in accordance with *Regulation (EU) 2016/679 of the European Parliament and of the Council (GDPR)*. The use, processing and publication of your data will be limited and used exclusively for the purpose of organizing the event and collecting the necessary data resulting from the implementation of the ESF project.

Also, by registering for the event and participating, you also give your consent to be photographed and/or recorded and to have your photos and/or recordings published on the website of the Agency for Vocational and Adult Education and the website <http://www.worldskillscroatia.hr>, social networks and in other advertising activities of the Agency (including recorded materials).



# CONTENT

|  |           |
|--|-----------|
| <b>INTRODUCTION .....</b>  | <b>2</b>  |
| <b>10 MAY 2023 .....</b>   | <b>4</b>  |
| ARRIVAL IN ZAGREB and registration .....                                   | 4         |
| <b>OPENING CEREMONY .....</b>  | <b>5</b>  |
| TRANSFERS TO HOTELS May 10.....  | 6         |
| <b>11 MAY 2023 .....</b>   | <b>7</b>  |
| ARRIVAL AT THE COMPETITION.....  | 7         |
| TRANSFERS TO HOTELS May 11.....  | 7         |
| <b>12 MAY 2023 .....</b>   | <b>8</b>  |
| ARRIVAL AT THE COMPETITION.....  | 8         |
| <b>CLOSING CEREMONY AND AWARDING OF MEDALS.....</b>                        | <b>9</b>  |
| DEPARTURE AND TRANSFER TO THE HOTEL 12 May 2023.....                       | 10        |
| <b>LUNCH AND REFRESHMENTS .....</b>  | <b>11</b> |
| <b>GENERAL DATA PROTECTION REGULATION - REGULATION (EU) 2016/679 .....</b> | <b>12</b> |
| <b>CONTENT .....</b>   | <b>13</b> |



# world skills Croatia



@worldskillscroatia



Agencija za  
strukovno obrazovanje  
i obrazovanje odraslih



**IZVRSNOST I ZNANJE  
ZASLUŽUJU PRIZNANJE!**

Promocija učenčkih kompetencija i strukovnog  
obrazovanja kroz strukovna natjecanja i smotre