



# LOGISTICAL AND TECHNICAL INSTRUCTIONS FOR GUEST COMPETITORS AND EXPERTS

**WORLDSKILLS CROATIA 2024**

**ZAGREB, 13 - 15 MAY 2024**

# INTRODUCTION

Dear Guest Competitors and Experts,

We happy to welcome you to this year's **National Skills Competition for Vocational School Students - WorldSkills Croatia 2024** which will take place from 13 to 15 May 2024 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 VET schools will compete in 42 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 Lectures	
Congress hall Globus	Zone for mentors Lunch area Secretariat	

Pavilion 8	Pavilion 8a	Pavilion 9	Pavilion 10a	Pavilion 11a	Open space
Geodesy	Hotel reception business	Construction technology	Wall and Floor Tiling	Physiotherapy technician	Forestry
Business Secretary	Tourist destination	Architectural technologies	Automechanics	Hairdressing	Driving motor vehicle
IT solutions for business	Assistant cook and pastry chef	Selles skills	Painting and Decorating	Fashion design and technology	<b>Pavilion 5</b>
Transport technology and logistics	Bakery	Naval nautical technologies	Home installations	Robotics	Opening and Closing Ceremonies
IT system administration	Pastry	Mechatronics	Electrical installations	Beauty Therapy	
Engineering techniques	Cooking	CNC and CAD/CAM technologies	Bricklaying	Health care	<b>Congress Hall Globus</b>
Web design	Restaurant service	Multimedia	Carpentry	Physiotherapy technician	Secretariat
Veterinarian		Eco laboratory	Plastering and Drywall Systems		CIS
Agro					Lunch area
Entrepreneurship					Expert area
Floristry					
WorldSkills Croatia Arena					



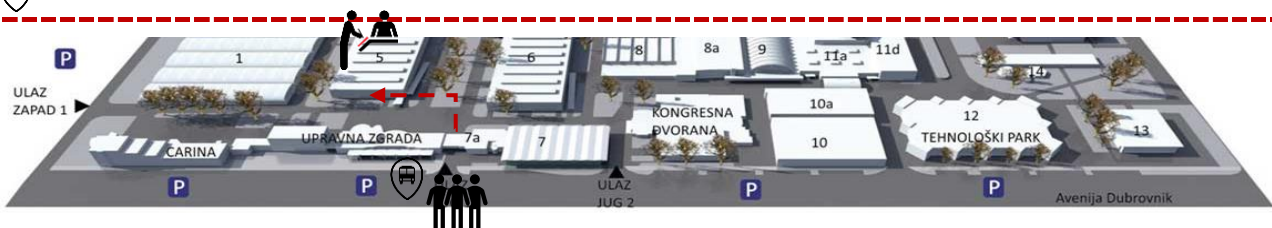
# 13 MAY 2024

## ARRIVAL IN ZAGREB AND REGISTRATION

Your arrival at the Zagreb Fair is scheduled for the morning of 13 May 2024, **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 2024* will take place on May 13 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 13 May 2024

TIMING	ACTIVITY	WHO
18:00 - 18:03	Anthem of the Republic of Croatia	
18:03 - 18:05	Intro movie	
18:05 - 18:10	Opening greetings	Ceremony hosts
18:10 - 18:15	Welcome speeches and opening ceremony	Mr. Mile Živčić, director of the Agency for Vocational and Adult Education Mr. Tomislav Tomašević, Mayor of the City of Zagreb (awaiting confirmation) prof. dr. sc. Radovan Fuchs, minister of science and education (awaiting confirmation)
18:15 - 18:35	Music and dance program	
18:35 - 18:45	Presentation of competitors by skills	Competitors and mentors
18:45 - 19:05	Music and dance program	
19:05 - 19:10	Presentation of competitors by skills	Competitors and mentors
19:10 - 19:30	Greetings from representatives of WorldSkills Europe and WorldSkills and presentation of foreign participants	Laurence Gates
19:30 - 19:35	Oath of the competitor and the judging commissions	One competitor and one member of the judging commissions
19:45 - 19:50	Completion of the opening	Ceremony hosts

## TRANSFERS TO HOTELS MAY 13

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.**

# 14 MAY 2024

## 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 14

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).



# 15 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.**

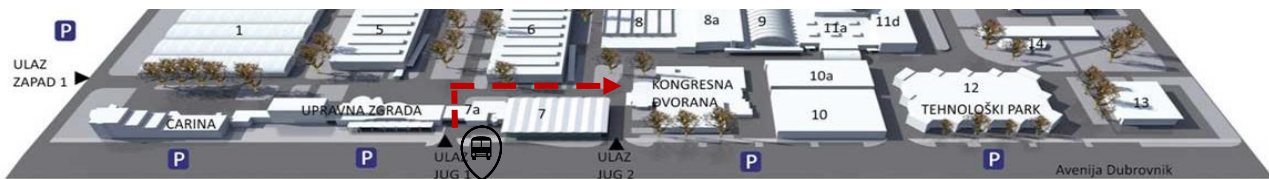
**Departures from the hotel are different for the two groups:**

- A) participants travelling on May 15 - **carry their travel bags with them**
- B) participants travelling on May 16 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 **Wednesday, 15 May 2024**, 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 15 May 2024

TIMING	ACTIVITY	Who
16:30	Opening greeting	Ceremony host
16:30 – 16:45	Ceremonies speak	Director of the Agency Representative of the Ministry of Science and Education 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 15 MAY 2024

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

- A) participants that travel on 15 May after the awarding of medals will leave the competition area.
- B) participants travelling on 16 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 13, 14 and 15<sup>th</sup>.

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 13.

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>13 MAY 2024 .....</b>	<b>4</b>
ARRIVAL IN ZAGREB and registration .....	4
<b>OPENING CEREMONY .....</b>	<b>5</b>
TRANSFERS TO HOTELS May 13 .....	6
<b>14 MAY 2024 .....</b>	<b>7</b>
ARRIVAL AT THE COMPETITION .....	7
TRANSFERS TO HOTELS May 14 .....	7
<b>15 MAY 2024 .....</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 15 May 2024 .....	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 obrazovanj  
i obrazovanje odraslih



PODRŠKA IZVRSNOSTI,  
INOVATIVNOSTI I VIDLJIVOSTI  
STRUKOVNOG OBRAZOVANJA  
I OSPOSOBLJAVANJA



ESF+  
Učinkoviti ljudski  
potencijali



Sufinancira  
Europska unija