

BOSNIA AND HERZEGOVINA  
FEDERATION OF BOSNIA AND HERZEGOVINA  
*HYDROMETEOROLOGICAL INSTITUTE OF FEDERATION  
OF BOSNIA AND HERZEGOVINA*

**RA VI REGIONAL WIGOS CENTRES (RWC)  
COORDINATION MEETING  
13–14 July 2026**

**5th GLOBAL RWC WORKSHOP  
14–16 July 2026.**

**EXPERT TEAM ON WIGOS TOOLS AND  
REGIONAL WIGOS CENTRES  
(ET-WTR) MEETING  
17–18 July 2026.**

**SARAJEVO, BOSNIA AND HERZEGOVINA**

**INFORMATION NOTE FOR PARTICIPANTS**



Scan for event information

**Welcome! – Dobrodošli!**

This Information Note provides the most important details regarding your stay in Sarajevo. Participants are kindly requested to read it carefully before arrival. For any questions, please do not hesitate to contact us.

## **BACKGROUND**

The **World Meteorological Organization**, in cooperation with the **Hydrometeorological Institute of Federation of Bosnia and Herzegovina**, is organizing a series of meetings dedicated to the activities and coordination of Regional WIGOS Centres.

The RA VI Regional WIGOS Centres Coordination meeting, **5th Global RWC Workshop**, and meeting of Expert Team on WIGOS Tools and Regional WIGOS Centres will bring together representatives of RWCs and WMO Members worldwide to share best practices, enhance technical knowledge, and further improve the functionality and efficiency of RWCs.

## **DATES AND VENUE**

The meetings will take place at **Hotel Hills Sarajevo, Butmirska cesta 18, 71210 Ilidža, Bosnia and Herzegovina**, where all participants will be accommodated. Meeting rooms and registration areas will be clearly signposted within the hotel premises.

Online connection details will be shared with registered participants prior to the meetings.

## **PARTICIPANTS**

The primary target audience of the workshop includes the RWC representatives and members of the Expert Team on WIGOS Tools and Regional WIGOS Centres.

## **LANGUAGE**

The working language of all meetings will be **English**.

## **ACCOMMODATION**

Participants are encouraged to make their reservations as early as possible, subject to room availability. In case no rooms are available at Hotel Hills Sarajevo, the hotel staff will kindly assist participants in arranging accommodation at a nearby suitable hotel.

Reservations should be made via email at **info@hotelhills.ba**. Please indicate the name of the event you will be attending when making your reservation: 5th Global RWC Workshop participants, RA VI Regional WIGOS Centres (RWC) Coordination Meeting participants, or/and Meeting of the Expert Team on WIGOS Tools and Regional WIGOS Centres (ET-WTR) participants:

- Room rate: EUR 80,00 (single room with breakfast)

Check-in is from 14:00, and check-out is until 11:00.

Participants should note that additional charges apply for extra meals, beverages, and minibar services.

## **MEALS AND REFRESHMENTS**

Throughout the duration of the events, coffee breaks and lunch will be provided for participants at the meeting venue, Hotel Hills Sarajevo.

## **TRANSPORTATION**

The hotel offers airport transfer services to and from Sarajevo International Airport (SJJ) at a rate of EUR 15.00 per person per transfer. Participants are kindly requested to arrange this service when making their accommodation reservation.

From Sarajevo International Airport (<https://sarajevo-airport.ba/>):

- The airport is located approximately 5 minutes by car from Hotel Hills.
- Taxi services are available at the airport (recommended).
- There is no airport shuttle bus operating directly between the airport and the hotel.

Tram line No. 3 provides direct connection between the hotel area and Sarajevo city centre.

## **VISA REQUIREMENTS**

Participants requiring a visa to enter Bosnia and Herzegovina are advised to contact the Ministry of Foreign Affairs or the relevant embassy in your country. Please note that Bosnia and Herzegovina is not part of the European Union. For the participants requiring a visa, contact the WMO Secretariat to obtain an individual invitation letter for supporting the visa application.

## **CURRENCY**

The official currency of Bosnia and Herzegovina is the Convertible Mark (BAM), with an approximate exchange rate of **BAM 1 ≈ EUR 0.48**. Currency exchange is available at banks and authorized exchange offices. ATMs are widely available, and major credit cards are accepted in most hotels, restaurants, and shops.

## **LIFE AND HEALTH INSURANCE**

Non-staff members of WMO who are authorized to travel at the Organization's expense and/or who are receiving a DSA from WMO are fully responsible for any expenses incurred in the event of death, illness or injury during official travel and attendance at meetings on behalf of the Organization. They are therefore responsible for arranging life, health, accident and any other forms of insurance with an adequate level of coverage for the duration of the meetings and events.

WMO liability is limited to the performance of services or attendance at meetings on behalf of the Organization. Participants are covered by an injury and illness insurance scheme providing limited coverage for medical, emergency and supplementary official travel expenses.

## USEFUL INFORMATION

Item	Information
Time Zone	CET (UTC+1)
Emergency Numbers	Police: 122 / Medical Assistance: 124 / Fire Brigade: 123
Average July Temperature	Average daytime temperature in Sarajevo: 28–32°C
Tap Water	Tap water in Sarajevo is safe to drink
Internet Connection	Free Wi-Fi is available in the meeting rooms and hotel premises
Electricity	Power sockets are of type F. Standard voltage is 230 V / 50 Hz

## LOCAL CONTACTS

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The organizers warmly welcome all participants to Sarajevo and look forward to productive meetings.