COUNCIL OF EUROPE
CONSEIL DE L'EUROPE

MED-27(2026)Inf2
Strasbourg, 22 October 2026
Original: English

Council of Europe Standing Conference of Ministers of Education

27th Session

"Empowering Educators for a Democratic Europe in the Digital Age"

Podgorica, Montenegro, 3–4 December 2026

INFORMATION NOTE No. 2

Practical and logistical arrangements

AT A GLANCE

Venue and conference hotel	Hilton Podgorica Crna Gora, Bulevar Svetog Petra Cetinjskog 2, 81000 Podgorica — tel. +382 20 443 443
Dates	CDEDU plenary: Wednesday 2 December 2026 High level Exchange: Thursday 3 December 2026 morning 27th Session: Thursday 3 (from 16:00) to Friday 4 December 2026 (closing 13:15)
Badge collection	2 December, 14:00–19:00 — main lobby 3 December, 08:00-09h00 – main lobby (for the HLE) 3 December, 13:30-15:30 — main lobby (for the Conference) 4 December, 08:00–09:00 — main lobby
Airport	Podgorica International Airport (TGD) — approx. 10–12 km, 15–25 minutes by taxi
Working languages	Documents provided in English and French — Simultaneous interpretation in plenary in English, French, German, Italian, Turkish and passive Spanish (i.e. speeches/ interventions made in Spanish will be interpreted into English, French, German, Italian and Turkish but speeches/ interventions given in English, French, German, Italian and Turkish will not be interpreted into Spanish)
Time zone / currency	UTC+1 (CET) · euro (€)
Emergency numbers	112 (general) · police 122 · ambulance 124 · fire 123

I. PURPOSE OF THIS NOTE

1. This Information Note is the second in the series addressed to delegations in preparation for the 27th Session of the Council of Europe Standing Conference of Ministers of Education. It sets out the practical and logistical arrangements: the venue and access to it, accommodation, travel to Podgorica, badges and security, arrangements for official vehicles and bilateral meetings, and general practical information.

2. It complements Information Note No. 1 (MED-27(2026)Inf1), which sets out the invitation, the composition of delegations, the nomination lists, online registration and the applicable deadlines. Online registration closes on Tuesday 3 November 2026; delegations which have not yet completed it are invited to do so without delay. Information Note No. 3 will cover the conduct of proceedings: programme, list of speakers, interpretation, documents and the adoption of the Ministerial Resolution.

3. The arrangements described below are made by the Council of Europe together with the Ministry of Education, Science and Innovation of Montenegro, which hosts the Conference during Montenegro Presidency of the Committee of Ministers.

II. VENUE AND ACCESS

4. The Conference will be held at the Hilton Podgorica Crna Gora, Bulevar Svetog Petra Cetinjskog 2, 81000 Podgorica (tel. +382 20 443 443). The hotel is in the city centre, approximately 11 to 12 km from Podgorica International Airport, and also serves as the conference hotel.

5. The plenary sessions and the ministerial debates will take place in the Crystal Ballroom. The Pre-Ministerial High-Level Exchange of 3 December, and the CDEDU plenary of 2 December will take place in the Princess Jelena room. Rooms will be available for bilateral meetings.

6. All participants enter through the main entrance of the hotel. Participants must present a valid passport or national identity card when collecting their conference badge. Once issued, the badge must be worn visibly at all times in the conference areas. Badges are personal and non-transferable.

7. Access to the plenary room is limited to two members of each national delegation (four for federal States and States with separate ministries for education and for higher education) and to one representative of each participating body, organisation or observer. A listening room will be available for other members of delegations.

III. ACCOMMODATION

8. The Hilton Podgorica Crna Gora is the conference hotel. A block of rooms has been reserved at a preferential rate. Reservations are to be made directly with the hotel by each delegation, using this link : Hotel Hilton booking link.

   The Secretariat does not make reservations on behalf of delegations.

9. The room block is held until Friday 30 October 2026. After that date, rooms are subject to ordinary availability and pricing. Hotel capacity in Podgorica is limited in view of the number of delegations expected, and delegations are strongly encouraged to book as early as possible.

10. Delegations unable to secure a room at the conference hotel may wish to consider the following establishments, all within walking distance or a short taxi ride of the venue. They are listed for

information only; the Council of Europe has no contractual arrangement with them and gives no assurance as to price or availability.

Hotel	Distance to venue	Notes
Crowne Plaza Podgorica by IHG	approx. 2.5 km	Central, Near Capital Plaza, Cetinjska 7, 26 minutes walk
Boscovich Boutique Hotel	approx. 750m	Short walking distance, 7 minutes walk
Hotel Hemera	approx. 500m	Short walking distance, 7 minutes walk
Hotel M	approx. 1.5 km	Buses stop 100 meters
Hotel Aleksandar Lux	approx. 750m	Short walking distance, 7 minutes walk
Hotel Ziya	Approx. 900 m	Near city center and Gorica Park, 10 minutes walk

11. Accommodation costs, including any cancellation charges, are borne by the participants or by their authorities. The Council of Europe does not cover travel or accommodation expenses for delegations.

IV. TRAVEL TO PODGORICA

Podgorica International Airport (TGD)

12. Podgorica International Airport (IATA code TGD), at Golubovci, is approximately 10 to 12 km from the venue — some 15 to 25 minutes by taxi. The airport is served by direct flights from Belgrade, Istanbul, Vienna and several other European cities, and by connecting flights from the principal European hubs.

13. The most reliable year-round connections are those through Belgrade, Istanbul and Vienna, which offer several daily frequencies. Certain direct routes operate at reduced frequency in winter and must be verified with the airlines. Tivat (TIV) and Dubrovnik (DBV), approximately 1 hour 30 minutes to 2 hours away by road, and Tirana (TIA), approximately 2 hours away, are alternative points of entry. An indicative table of connections is set out in the Appendix.

Transfers between the airport and the venue

14. The host authorities will arrange airport welcome and transfers for Heads of Delegation and the members of their delegations travelling with them. Delegations should therefore provide their exact arrival and departure details in advance, including flight numbers and scheduled arrival/departure times, so that the necessary arrangements can be made. A reception service will be organised at Podgorica Airport for all delegations upon arrival.

    The following options are also available:

    – official taxis at the rank outside the arrivals hall;

- transport arranged by the embassy accredited to Montenegro, which is the recommended option for Ministers and Heads of Delegation;
- car hire, available at the airport;

15. There is no dedicated public transport service between the airport and the city centre. Urban bus connections should not be relied upon for time-sensitive arrivals.

Travel by road or rail

16. Podgorica is connected by rail to Belgrade and to Bar; the Belgrade–Bar line, which includes an overnight service, takes approximately 9 to 11 hours. By road, the approximate journey times are: Tirana 2 hours (170 km), Dubrovnik 2 hours 15 minutes (175 km, crossing at Debeli Brijeg/Karasovići), Split 4 hours 30 minutes by the coastal road, and Belgrade 6 hours 30 minutes (465 km). Delegations travelling by road should allow additional time for border formalities.

Visas

17. Nationals of most Council of Europe member States do not require a visa for a stay of up to 90 days in any 180-day period. Montenegro is not part of the Schengen Area, a valid Schengen visa allows entry into Montenegro and a stay of up to 30 days without a separate Montenegrin visa. Requirements should be verified with the Ministry of Foreign Affairs of Montenegro (www.gov.me) or with the nearest Montenegrin diplomatic mission, allowing four to six weeks for the procedure. Requests for letters of invitation for visa purposes are made through the online registration form, as indicated in Information Note No. 1. Delegations encountering difficulties are invited to inform the Secretariat and the host Ministry without delay.

V. BADGES, REGISTRATION ON SITE AND SECURITY

18. Each participant collects a badge and a conference folder from the registration desk in the main lobby of the venue, on presentation of a valid passport or national identity card and of the accreditation confirmation sent by the Secretariat.

Date	Badge collection
Wednesday 2 December 2026	14:00–19:00 — main lobby, before and during the CDEDU plenary
Thursday 3 December 2026	08:00–09:00 — main lobby, before the High-Level Exchange 13:30-15:30 — main lobby for the Conference
Friday 4 December 2026	08:00–09:00 — main lobby, before the start of the day

19. Delegations are strongly encouraged to collect their badges on the afternoon of 2 December. The windows on 3 and 4 December are short and precede sessions that begin punctually.

20. A lost or forgotten badge should be reported immediately at the registration desk, where a replacement will be issued on presentation of official identification.

21. Security arrangements at the venue are the responsibility of the host authorities. Screening arrangements at the entrance will be specified later if needed. Participants are asked to allow sufficient time before the first session of each day.

VI. BILATERAL MEETINGS

22. A limited number of rooms will be available for bilateral meetings, in particular during the period reserved for that purpose in the middle of the day on 3 December. Requests, indicating the delegations concerned and the preferred time, should be addressed to the Secretariat by Friday 13 November 2026. Rooms will be allocated in the order in which requests are received and within the capacity of the venue. The Secretariat does not arrange bilateral meetings between delegations; it allocates the rooms.

VII. SOCIAL PROGRAMME

23. On the evening of Thursday 3 December 2026, the Minister of Education, Science and Innovation of Montenegro will host an official dinner for Heads of Delegation outside Hotel and, in parallel, an informal dinner for all other participants at the Hotel restaurant. For Heads of Delegation, transport will be provided from the venue, with departure at 19:30. The venue and the precise time will be confirmed by the host authorities. Dress code: business attire.

24. Attendance at these dinners is registered through the online registration form. Participants who have not indicated their attendance, or whose plans have changed, are asked to inform the Secretariat by Friday 20 November 2026, so that the host authorities can confirm the numbers. Any dietary requirements should be indicated at the same time.

VIII. PRACTICAL INFORMATION

Currency, banking and connectivity

25. Montenegro uses the euro. Cash machines are widely available in the city centre and at the airport, and the principal credit and debit cards are accepted in hotels and most restaurants. The international dialling code is +382. Roaming within the European Union and the European Economic Area applies under the conditions offered by each operator; local SIM cards are available at the airport and in the city. The electricity supply is 230 V / 50 Hz, with type C and F sockets. Wi-Fi is available throughout the venue and is complimentary for participants.

Climate and dress

26. Podgorica has a mild Mediterranean winter climate. In December, daytime temperatures are around 8 to 12°C and evening temperatures around 5 to 8°C; rain is frequent. A light waterproof coat is advisable.

Health and emergencies

27. The Clinical Centre of Montenegro (Klinički centar Crne Gore) is approximately 2 km from the venue. Emergency numbers are 112 (general), 122 (police), 124 (ambulance) and 123 (fire). Participants are advised to ensure that they have appropriate health insurance cover for the duration of their stay and to carry any necessary medication with them.

Accessibility and specific needs

28. The venue is accessible to persons with reduced mobility. Participants who indicated an accessibility or other specific need when registering will be contacted by the Secretariat. Any need not yet notified should be communicated as soon as possible, and at the latest by Friday 20 November 2026, so that appropriate arrangements can be made.

IX. CONTACTS

29. All correspondence concerning the arrangements described in this note should be addressed to DGII.CDEDU@coe.int.

Mr Villano Qiriazi Head of the Education Department Secretary of the Standing Conference of Ministers of Education Council of Europe, F-67075 Strasbourg Cedex	Ms Sarah Keating Head of Division, Conference co-ordinator Ms Catherine Guerrero Secretary of the CDEDU Ms Mireille Wendling Assistant
Host Ministry Ministry of Education, Science and Innovation of Montenegro	**Conference web page**