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# Practical Information Note

**INFORMAL MEETING OF MINISTERS RESPONSIBLE  
FOR COMPETITIVENESS (INTERNAL MARKET AND  
INDUSTRY)**

LEFKOSIA (NICOSIA), CYPRUS  
02 - 03 February 2026

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## GENERAL INFORMATION

The Cyprus Presidency of the Council of the European Union 2026 has the pleasure of welcoming you to Lefkosia (Nicosia) for the Informal meeting of Ministers responsible for Competitiveness (Internal Market and Industry), which will take place on 02 -03 February 2026 at the Filoxenia Conference Centre.

This Practical Information Note (PIN) is intended to provide you with all necessary logistical and programme-related information to facilitate the preparation of your visit.

Please note that the information contained herein may be subject to change. The Cyprus Presidency will share all types of updated information related to the meeting through the Cyprus Presidency's dedicated Accreditation Platform.

## KEY DEADLINES

When	What	Where/Who
30 December 2025	Appoint a Delegation Accreditation Officer (DAO)	<a href="mailto:InformalCOMPETIMI@cyprus2026eu.gov.cy">InformalCOMPETIMI@cyprus2026eu.gov.cy</a>
2 January 2026	Accreditation platform opens	<a href="mailto:accreditation@cyprus2026eu.gov.cy">accreditation@cyprus2026eu.gov.cy</a>
19 January 2026	Deadline for claiming pre-booked hotel reservations	Delegations to indicate booked rooms through the Accreditation Platform
21 January 2026	Accreditation platform closes	Accreditation Team
2-3 February 2026	Informal Meeting of Competitiveness Ministers (Internal Market and Industry)	Filoxenia Conference Centre

# LOCATION AND VENUES

## *Location*

### *Lefkosia (Nicosia)*



Photo from: [Visit Cyprus](https://www.visitcyprus.gov.cy/)

Lefkosia (Nicosia) – the last divided capital of Europe, as part of it remains under illegal military occupation by Turkey – is a city where centuries of history meet a vibrant, cosmopolitan present. As the island's administrative and business centre, it combines the energy of a modern European capital with the timeless charm of an ancient walled city.

At its heart lies the old town, encircled by impressive Venetian walls and heart-shaped bastions, offering a glimpse into the city's medieval past. Narrow streets, traditional shops, and historic monuments sit alongside contemporary galleries, museums and cultural venues, reflecting Lefkosia's dynamic character.

The modern city beyond the walls is fast-paced and forward-looking, home to major commercial and financial institutions. Its retail landscape spans from bustling shopping districts and malls to artisan quarters filled with local crafts. A diverse culinary scene and a vibrant nightlife, where cafés and bars coexist with centuries-old buildings, contribute to the city's unique blend of old and new.

Beyond the urban centre, the wider Lefkosia region reveals a more peaceful side. Picturesque countryside and mountain villages offer opportunities for hiking, cycling and exploring traditional life in scenic surroundings. Stone-built homes, quiet trails and welcoming village squares invite visitors to experience the region's rural charm.

With its many layers of history, culture and modern life, Lefkosia stands as the beating heart of Cyprus – a capital that bridges the past and the future.

Discover more about Lefkosia – [Visit Lefkosia](#)

## ***Venue***

### ***Filoxenia Conference Centre***



*17 Thrakis Street, Aglantzia 2112, Nicosia, Cyprus*

Built in 1990, Filoxenia Conference Centre is the main conference venue of Lefkosia and a landmark for international events in Cyprus. During first Cyprus Presidency of the EU in 2012, Filoxenia Conference Centre served as the primary conference venue and will be the main venue for most high-level and working-level meetings during the Cyprus Presidency 2026.

The venue has been renovated to align with sustainable development standards and environmental best practices, offering a modern and eco-friendly setting for participants. It features state-of-the-art electronic infrastructure with high-speed Wi-Fi, interpretation booths, lounge and restaurant areas for delegations, bilateral rooms and other essential facilities.

Access to the Filoxenia Conference Centre is carefully managed, with a main entrance for delegates and a separate entrance to the Media Centre, while only police-escorted vehicles are permitted to enter.

Security will be of the highest standard, with x-ray screening, CCTV monitoring, controlled access points, safety barriers, 24-hour surveillance, cybersecurity safeguards and police presence on site at all times.

## DELEGATIONS, REGISTRATION AND ACCREDITATION

### *Delegation format*

Participation in the Informal Meeting of Ministers responsible for Competitiveness (Internal Market and Industry) is limited to one (1) Head of Delegation (HoD) plus 2 accompanying delegates (1+2).

The Council Secretariat and the European Commission can register one (1) Head of Delegation (HoD) plus 4 accompanying delegates (1+4).

The European Parliament can register one (1) Head of Delegation (HoD) plus 1 accompanying delegate – participation only for Gala Dinner (1+1).

Please note that press secretaries, security officers, photographers and personal interpreters must also be registered as part of the delegation and be included in the official delegation format (1 + 2) in order to access the meeting venue.

### *Registration & Accreditation*

To ensure secure and efficient access to the meeting venue, delegation members need to be registered and accredited in advance through the Cyprus Presidency's dedicated online [Accreditation Platform](#).

For security reasons, access to the venue and other official parts of the programme will be granted **exclusively to accredited members of the delegation**.

Registration and accreditation will be managed centrally through the Cyprus Presidency's dedicated online Accreditation Platform by the designated Delegation Accreditation Officer (DAO), who will complete the required procedures on behalf of all delegation members, within the set deadlines.

All personal data provided for accreditation will be processed in full compliance with the EU General Data Protection Regulation (GDPR). The Cyprus Presidency personal data privacy notice can be accessed through the Accreditation Platform.

For any questions related to registration and accreditation, please do not hesitate to contact the Accreditation Team (contact details provided in the last section).

## ***Delegation Accreditation Officer (DAO)***

The designated DAO will serve as the exclusive point of contact with the Cyprus Presidency on all matters regarding registration and accreditation.

To appoint the DAO, please submit their full name, telephone number and email address to [InformalCOMPETIMI@cyprus2026eu.gov.cy](mailto:InformalCOMPETIMI@cyprus2026eu.gov.cy) no later than 30 December 2025. Once appointed, the DAO will receive login credentials and detailed guidance for using the Accreditation Platform.

The Cyprus Presidency's dedicated Accreditation Platform will be used to manage all relevant delegation information, including personal details, accreditation, transportation arrangements as well as accommodation and dietary requirements.

It is the DAO's responsibility to ensure that all members of the delegation are duly registered and that all required information is submitted accurately by 21 January 2026. By centralising this process, the Cyprus Presidency aims to guarantee smooth coordination and to facilitate the full and secure participation of each delegation in the meeting.

Following registration, the platform will remain accessible until three days prior to the commencement of the event, allowing delegations to enter their flight numbers and hotel accommodation details. Please note that once the registration period has closed, only the sections pertaining to flight details and hotel accommodation will remain available for editing.

## ***Pins and badges***

Upon arrival at Larnaka or Pafos International Airports, the Head of Delegation (HoD) will receive a pin and delegation members will receive badges.

All pins and badges are strictly personal and non-transferable and must be visible at all times within official venues, designated transport means and security areas and, generally, throughout all parts of the official programme.

Pins and badges for the HoD plus one (1) accompanying delegate will be distributed through each delegation's designated Liaison Officer. The badge for the remaining

accredited delegate will be distributed at the Cyprus Presidency's Information Points at Larnaka and Pafos International Airports.

Delegates arriving two days before the meeting or earlier are requested to collect their badge from the Late Accreditation Centre, which will operate outside the Filoxenia Conference Centre in Lefkosia.

Lost badges should be reported immediately to the Accreditation Team via the contact details provided in the last section.

## **LIAISON OFFICERS**

Each delegation will be assigned Liaison Officers (LOs) by the Cyprus Presidency of the Council of the EU.

Under the guidance of coordinators, the LOs will serve as the main contact persons, delivering logistical support and assistance throughout the programme. Key responsibilities include:

- Distributing pins and badges
- Providing assistance at the venues and support throughout the programme
- Escorting the delegation to the airport for departure

Moreover, additional Liaison Officers will be present at the two Cyprus Presidency's Information Points at Larnaka or Pafos International Airports, at the meeting venue and the designated hotel as well as the official transportation vehicles.

Contact details of the assigned LO will be provided to each delegation through their Diplomatic Mission in Cyprus well ahead of the meeting.

## **SECURITY**

Security during the meeting will be ensured by the Cyprus Police, in close cooperation with all relevant national authorities.

Each delegation can accredit up to one (1) security officer via the Cyprus Presidency's dedicated Accreditation Platform.

Designated security zones and transportation vehicles will be accessible only to duly accredited members of the delegation wearing valid badges visibly at all times.



## ***Weapon permits***

Diplomatic Missions are required to follow the standard application procedure to obtain the necessary permits. In addition to this procedure, if a security officer of a Head of Delegation carries a weapon, this must also be disclosed through the Cyprus Presidency's dedicated Accreditation Platform.

It is necessary to present obtained weapon clearance (original document) upon arrival. Request shall be filed 10 days prior to planned visit to the Republic of Cyprus at the latest. In the note verbale, it is necessary to provide the following information for each security officer separately:

- Security officer's name and rank
- Arrival/departure date and time
- Means of transportation to/from Cyprus
- Date and place of birth
- Passport number and expiry date
- Weapons (serial number, type, calibre, number of ammunitions)

## ***Radio and communication frequencies***

Use of radios/walkie-talkies is permitted only through the standard procedure, in order to prevent interference with Cyprus Police communication frequencies.

The interested party is obliged to file an official request with the Diplomatic Protocol in the Ministry of Foreign Affairs to grant permission for radio frequencies for the purpose of communication between security officers of foreign delegation.

Request shall be filed 10 days prior to planned visit to Cyprus at the latest. Note verbale should include:

- Information about radio equipment
- Indicated radio frequency needed for communication

## **PRELIMINARY PROGRAMME**

Please note that this programme is subject to change.

The final detailed programme and accompanying steering notes will be shared with participants in advance of the meeting.

### ***Monday, 2 February – Cultural Programme and Gala Dinner***

Arrivals - Transfer from the Larnaca to the Hilton Hotel, Nicosia	
15:00 – 17:00	Walk around the streets of Nicosia
18:30 – 19:00	Transport to gala dinner venue
19:00 – 19:30	Reception by Mr. Michael Damianos, Minister for Energy, Commerce and Industry
19:30 – 22:00	Gala dinner for for all HoDs and delegates
22:00	Transfer from the 360 Tower to the hotel

### ***Tuesday, 3 February – Informal meeting on Ministers responsible for Competitiveness (Internal Market and Industry)***

08:00 – 09:00	Transfer from the hotel and arrival at the conference venue
09:00 – 09:30	Doorstep photo – Mr Michael Damianos, Minister for Energy, Commerce and Industry, welcomes Heads of Delegations as they arrive consecutively
09:00 – 11:15	Session 1: Strengthening the European Defence Technological and Industrial Base
11:15 – 11:45	Family photo + Coffee Break
11:45 – 13:30	Session 2: Competitiveness Compass – A year After
13:30 – 15:30	Working lunch for Heads of Delegations – Towards 2030: A Stronger, Fairer, and Safer Single Market for European Consumers Buffet lunch for delegates
15:30 – 16:00	Press Conference
Transfer to Larnaca airport	

## BILATERAL MEETING ROOMS

Bilateral meeting rooms at the Filoxenia Conference Centre will be available upon request by the delegation. These can be reserved in advance or on the day of the meeting by contacting the assigned Liaison Officer.

Meeting rooms are reserved in 30 minutes slots. Interpretation will not be provided for bilateral meetings.

The following information shall be indicated when booking bilateral meeting rooms:

- Name of the meeting
- The counterpart
- The preferred date and time
- Number of participants

## INTERPRETATION

Simultaneous interpretation for the meeting at the Filoxenia Conference Centre will be provided by the European Commission's Directorate-General for Interpretation (DG SCIC) in a 6/6 language regime (EL, EN, FR, DE, ES, IT / EL, EN, FR, DE, ES, IT).

During the working lunch, no interpretation will be provided, discussions will be conducted in English.

During the press conference, interpretation will be provided in a 2/2 language regime (EL, EN / EL, EN).

If additional interpretation is required beyond the official provision, delegations may bring their own interpreter. In this case, the interpreter must be accredited in advance via the Cyprus Presidency's dedicated Accreditation Platform and will count as one (1) of the two (2) allocated delegation members.

# TRANSPORT

## ***Legal points of entry***

*Note: The legal points of entry by air into the Republic of Cyprus are the International Airports of Larnaka and Pafos. There are no legal points of entry in the occupied areas of the Republic of Cyprus, where the Government of the Republic of Cyprus does not exercise effective control due to the Turkish occupation. Entering through any airport or port in the occupied areas of the Republic of Cyprus is illegal.*

For further information on the legal points of entry into the Republic of Cyprus, consult the website of the Ministry of Foreign Affairs of the Republic of Cyprus: <https://www.gov.cy/mfa/en/documents/important-information-concerning-travel-to-the-turkish-occupied-area-of-cyprus/>

## ***Arrivals and departures***

Heads of Delegation, together with one (1) accompanying delegate, will be received by a Protocol Officer from the competent Ministry as well as a Liaison Officer at the "Heads of State Terminal" at Larnaka International Airport.

Please note that only one (1) embassy vehicle may join the official motorcade, but only if it is cleared by the Cyprus Police (Emergency Response Unit) from departure to final destination and vice versa. Kindly note also that once the embassy vehicle exits the motorcade at any point, it will not be permitted to re-enter the motorcade.

Additional members of the delegation travelling with or separately from the Head of Delegation are required to follow standard arrival procedures and are responsible for handling their own luggage.

Delegates who wish to make use of the transportation offered by the Cyprus Presidency are requested to indicate this through the Accreditation Platform, where they will need to provide full travel details (e.g. flight number, arrival / departure time, etc.) at least 3 days before the start of the meeting. Transportation from and to the airport cannot be provided by the Cyprus Presidency without the provision of these details, due to practical reasons.

Delegates who wish to proceed directly to the airport from the meeting venue at the end of the programme must also indicate this through the Accreditation Platform.



Please note that transfers from and to the airport will be available from the day before the meeting until the day after the meeting. In case of earlier arrival or later departure, delegates will have to make and cover their own transportation arrangements.

## ***Transportation***

The Cyprus Presidency will provide transportation for members of the official delegation. Transfers will operate between airports, the designated hotel as well as the venues throughout the official programme, in coordination with the Cyprus Police.

Please note that only VIP vehicles within the motorcade will be permitted to enter the Filoxenia Conference Centre.

Please note that transportation to events or meetings that are not included in the aforementioned **official programme** will not be provided by the Cyprus Presidency.

## **ACCOMMODATION**

Hotel rooms for this meeting have been pre-booked by the Cyprus Presidency for all delegates at **Hilton Nicosia Hotel** in Lefkosia.

For the Head of Delegation and the one (1) additional delegate, the accommodation is covered by the Cyprus Presidency for the 2<sup>nd</sup> of February (one room on a bed and breakfast basis). The reservation will be made by the Cyprus Presidency upon registration. After the completion of registration, a message will be sent with the reservation details.

Other delegates who intend to make use of the pre-booked rooms, are requested to follow the booking process via the link on the Accreditation Platform. Please note that delegates are responsible for making their own reservations and for covering accommodation.

Delegates staying at another hotel, other than the one pre-booked by the Cyprus Presidency, are kindly requested to specify the hotel name on the Accreditation Platform under the section "Other".

## HEALTHCARE ARRANGEMENTS

The venue will have a fully equipped healthcare point with medical assistance.

The hospital in Cyprus that will be on hospital alert during the meeting is the Lefkosia General Hospital.

At the time of accreditation, the platform will ask for relevant information on allergies, dietary restrictions and preferences of the delegation and voluntarily: blood group, mobility issues, medicinal allergies and pharmaceutical treatments. It is important that all this information is provided so that they may be addressed properly. **Please note that this information will be kept strictly confidential. Safeguarding the health of participants is a priority.**

## SUSTAINABILITY

The Cyprus Presidency aims to ensure that environmentally, socially and economically responsible choices are made throughout its planning and execution.

## MEDIA

The Cyprus Broadcasting Corporation (CyBC) has been designated as the **Host Broadcaster** of the Cyprus Presidency of the Council of the EU and will provide audiovisual coverage of the meeting:

- Arrival and doorstep
- Handshake
- Family photo
- Press conference

The Press and Information Office (PIO), will serve as the **Host Photographer** of the Cyprus Presidency of the Council of the EU.

A Media Guide will be prepared by the Communication Team of the Cyprus Presidency and will be uploaded on the Cyprus Presidency's website.

## THE PRESIDENCY ONLINE

The website and Social Media channels of the Cyprus Presidency of the Council of the EU 2026 are the Presidency's main communication channels, where news, events and other official material are published.

- **Website:**

[Cyprus Presidency of the Council of the EU 2026](https://www.cyp2026.eu)

- **Social Media Channels:**

- **Instagram:** [@cy2026eu](https://www.instagram.com/cy2026eu)
- **Facebook:** [facebook.com/CY2026EU](https://www.facebook.com/CY2026EU)
- **LinkedIn:** [Cyprus Presidency of the Council of the EU 2026](https://www.linkedin.com/company/cyprus-presidency-of-the-council-of-the-eu-2026)
- **YouTube:** <https://www.youtube.com/@cy2026eu>
- **X:** [@cy2026eu](https://twitter.com/cy2026eu)
- **BlueSky:** [@cy2026eu.bsky.social](https://bsky.app/profile/cy2026eu.bsky.social)
- **Flickr:** [Cy2026.EU](https://www.flickr.com/photos/cy2026eu/)

## OTHER PRACTICAL INFORMATION

**Emergency number:** 112 (fire brigade, ambulance, police)

**Electricity:** The voltage in Cyprus is 230V. Cyprus uses Type G plugs (UK-style with three rectangular pins), so bringing a suitable plug adapter, if needed, is advisable

**Local time zone:** Eastern European Time (EET) (GMT +2)

**Country code:** Cyprus +357

**Currency:** The official currency of Cyprus is Euro (€)

**Weather:** [Weather in Cyprus](#)

**Smoking:** Smoking is only allowed outdoors in the designated areas of the official meeting venues

## CONTACT DETAILS

For information on the preliminary programme:

- Email: [InformalCOMPETIMI@cyprus2026eu.gov.cy](mailto:InformalCOMPETIMI@cyprus2026eu.gov.cy)
- Phone number: +357 22200931, +357 22867333

For information on registration and accreditation:

- Email: [accreditation@cyprus2026eu.gov.cy](mailto:accreditation@cyprus2026eu.gov.cy)
- Phone number: +357 22801765

For information on hotels:

- Email: [hospitality@cyprus2026eu.gov.cy](mailto:hospitality@cyprus2026eu.gov.cy)
- Phone number: +357 22308325

For information on transportation:

- Email: [transportation@cyprus2026eu.gov.cy](mailto:transportation@cyprus2026eu.gov.cy)
- Phone number: +357 22801835

For information on Liaison Officers:

- Email: [liaison@cyprus2026eu.gov.cy](mailto:liaison@cyprus2026eu.gov.cy)
- Phone number: +357 22801845