



THIRTEENTH ASSEMBLY
THE LUTHERAN WORLD FEDERATION
2023 • KRAKÓW, POLAND

HANDBOOK



ASSEMBLY VENUE

ICE Kraków Congress Centre
ul. Marii Konopnickiej 17
30-302 Kraków
+48 12 307 27 59
<http://icekrakow.pl/>

ACCOMMODATION

AGH University Hostel
MIASTECZKO STUDENCKIE AGH
Rostafinskiego 6,9,11
30-072 Kraków
<https://taniehostele.pl/en/hostels.html>

USEFUL TELEPHONE NUMBERS

ASSEMBLY

- **Assembly Health, Safety, and Security: +41 78 306 6074**
- **Urgent medical assistance: +48 12 225 1999**
- Assembly Coordinator:
+41 79 6162856
- Local Coordinator:
+48 797556 583
- Travel Assistant: +41 782084634
- Local Transportation Coordinator:
+48 506 788 973

KRAKÓW

- 112: European emergency phone number
- 999: Ambulance
- 998: Fire Brigade
- 997: Police

Tourist Emergency Helpline:

- +48 222787777
- +48 608599999

The Lutheran parish in Kraków will be open to all. It is a place where you can rest and find assistance.

Contact information for the parish:

Grodzka street 58
31-044 Kraków, Poland
+48 12 446 64 30
krakow@luteranie.pl
krakow.luteranie.pl

HANDBOOK

A PRACTICAL GUIDE TO THE ASSEMBLY

LWF Thirteenth Assembly
Kraków, Poland
13-19 September 2023



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THE LUTHERAN WORLD FEDERATION
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WELCOME TO THE ASSEMBLY

Dear Assembly participant,

Witamy w Krakowie! Welcome to Kraków!

The Thirteenth Assembly of The Lutheran World Federation (LWF) brings you and more than 1,000 others to Kraków, Poland. We will meet to pray together, to learn from each other, be inspired, reflect on our Assembly theme “One Body, One Spirit, One Hope,” and to set direction for the global communion of churches.

Some of you are attending your first Assembly, others have attended Assemblies before. No matter your background and experience, I encourage you to come to Kraków with open minds and hearts, willing to learn from your encounters and willing to share what you know.

This handbook contains important practical information about participating in the Assembly. Study it carefully before you arrive.

If you have any questions, do not hesitate to reach out through the Assembly website (<https://lwfassembly.org>) or through email to assembly@lutheranworld.org.

I wish you all the best as you prepare for the Assembly and look forward to meeting you in Kraków.

Safe and blessed travels,

Rev. Dr Anne Burghardt
General Secretary

SCHEDULE

| SCHEDULE OF THE LWF | | | |
|--------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 13 September Wed | TIME | 14 September Thurs | 15 September Fri |
| | Daily theme | | <i>One Body</i> |
| 8:00 - 9:00 The Gathering | 8:30 - 10:00 | Worship and Bible Study <i>Theater Hall</i> 8:30 - 10:00 | Worship and Bible Study <i>Theater Hall</i> 8:00 - 9:30 |
| 9:00 - 11:00 Opening Worship <i>Auditorium</i> | 10:00 - 11:15 | <u>Plenary II</u> Report of the General Secretary First Report of Nominations Committee | 09:30 - 10:45 <u>Plenary V</u> Final Report Nominations Committee; Reports of other Assembly Committees, Proposed Amendments to Constitution |
| 11:00 - 11:30 Break | 11:15 - 11:45 | Break | 10:45 - 11:15 Break |
| 11:30 - 12:30 <u>Orientation Plenary</u> Induction to the Assembly | 11:45 - 13:00 | <u>Plenary III</u> Keynote Address | 11:15 - 12:30 Thematic Plenary One Body |
| | 13:00 - 13:15 | Midday prayer <i>Auditorium</i> | |
| 12:30 - 14:30 Lunch | 13:15 - 15:00 | Lunch | 12:30 Departure to Oświęcim Lunch in the bus Visit to the Museum and Memorial Auschwitz- Birkenau |
| 14:30 - 16:00 <u>Opening Plenary</u> Constituting the Thirteenth Assembly Address of the LWF President | 15:00 - 16:30 | Village Groups | |
| 16:00 - 16:30 Break | 16:30 - 17:00 | Break | |
| 16:30 - 18:00 <u>Plenary I</u> Messages from the Regional, Women, Youth and Men's Pre- Assemblies | 17:00 - 18:30 | <u>Plenary IV</u> Report of the Chair of the Finance Committee Reports of Assembly Committees | 18:15 Departure to Krakow |
| 18:00 - 19:00 To Reception venue | 18:30 - 19:15 | Evening prayer <i>Theater Hall</i> | |
| 19:00 - 21:30 Welcome Reception | 19:15 - 20:45 | Dinner in ICE | Dinner in AGH |
| | 20:45 - 21:45 | Regional meetings | Sharing Circle (optional) |
| Pre and Post meetings | Pre Assemblies: Youth 8-11 Sept; Women 8-11 Sept; Men's 11 Sept and 12 Council 20 September | | |

THIRTEENTH ASSEMBLY

| 16 September Sat | 17 September Sun | 18 September Mon | 19 September Tues |
|----------------------------------------------------------------|---------------------------------------|----------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| <i>One Spirit</i> | | <i>One Hope</i> | |
| Worship and Bible Study <i>Theater Hall</i> 8:30 - 10:00 | Sunday worship in local congregations | Worship and Bible study <i>Theater Hall</i> 8:30 - 10:00 | Worship with Common Word Ecumenical Panel <i>Theater Hall</i> 8:30 - 10:15 |
| Thematic Plenary One Spirit | | Thematic Plenary One Hope | 10:15 - 11:15 <u>Plenary VIII</u> Public Statements Resolutions |
| Break | | Break | |
| Village Groups | | Village Groups | <u>Plenary IX</u> Public Statements Resolutions Assembly Message |
| Midday prayer Village Groups | | Midday prayer Village Groups | Midday prayer <i>Auditorium</i> |
| Lunch | | Lunch | |
| Jarmark and Workshops | Church and local visits | Jarmark and Workshops | <u>Closing Plenary</u> Any other Business |
| Break | | Break | |
| <u>Plenary VI</u> Elections: President and Council | | <u>Plenary VII</u> LWF Constitution Assembly Message | 17:00 - 18:30 Closing Worship & Installation of the new LWF governance <i>Theater Hall</i> |
| Evening prayer <i>Theater Hall</i> | | Evening prayer <i>Theater Hall</i> | Dinner in ICE |
| Dinner in ICE | Dinner in AGH | Dinner in ICE | |
| Sharing Circle (optional) | | | |

Sept am; Combined Youth, Women and Men 12 Sept pm; Executive Committee 12.9 am; Council 12.9 pm;

POLAND

FACTS AND FIGURES

- **Official name:** Republic of Poland
- **Date of Independence:** 11 November 1918
- **Area:** Poland covers 313,931 km² (121,209 sq mi)
- **Location:** Center of the European continent. Poland is bordered to the north by the Baltic Sea, to the northeast by Russia and Lithuania, and to the east by Belarus and Ukraine.
- **Population:** 38,036,118
- **Capital City:** Warsaw
- **System of Government:** Unitary parliamentary republic
- **Head of State:** President Andrzej Duda since 2015
- **Prime Minister:** Mateusz Morawiecki since 2017
- **Languages:** Polish
- **Literacy:** 99.79 percent literacy rate in Poland
- **Religion:** 88.7 percent Christian with a Catholic majority at 87.6 percent, 1.1 percent other Christians and 2.4 percent with no religion
- **Time zone:** GMT +1

HOST CHURCH

The Evangelical Church of the Augsburg Confession in Poland (ECACP) is the largest mainline protestant Church in Poland with over 60,000 members. It is a minority church in Poland where Christians are in majority Catholic. The largest Lutheran population lives in the Cieszyn Silesia region (about 47,000). Smaller communities can be found in Upper Silesia and Masuria. Lutheran parishes in the rest of the country are located in larger cities. The church has 133 parishes and 150 ministers. It is one of the founding members of the LWF.

<https://luteranie.pl>

KEY POLISH PHRASES

- Hello/Bye: Cześć [che-sh-ch]
- Good morning/Hello: Dzień dobry [jane DOH-brih]
- Thank you: Dziękuję [jen-KOO-yeh] / Dzięki [JEN-kee]

On the LWF's YouTube channel (<https://youtube.com/@lutheranworldfederation>) you can find short videos with pronunciation of key phrases.

WHAT IS AN ASSEMBLY?

An LWF Assembly is the coming together of appointed delegates from member churches to reaffirm their fellowship and take counsel with one another. The Assembly is the principal authority and highest decision-making body of the LWF. As such, it is:

- responsible for the Constitution;
- gives general direction to the work of the Communion;
- elects the President and the members of the Council;
- acts on the reports of the President, the General Secretary and the Chairperson of the Finance Committee.¹

The Constitution and Bylaws of the LWF as well as the Rules of Procedure for the Assembly are Exhibits in the Assembly documents. The Rules of Procedure need to be approved during the first plenary session at the Assembly. They define the way in which the Assembly functions in conducting its business. All references in this handbook are subject to the official descriptions in the Rules of Procedure.

THE THIRTEENTH ASSEMBLY IN KRAKÓW

The Thirteenth Assembly of the LWF will convene in Kraków, Poland. Delegates come from the seven regions of the LWF: Africa, Asia, Nordic Countries, Central Eastern Europe, Central Western Europe, Latin America and the Caribbean, and North America.

In keeping with policies adopted by earlier Assemblies, at least 40 percent of delegates will be women, at least 40 percent will be men, and 20 percent will be youth. The gender quota also applies to the quota stipulating 20 percent of

¹ *LWF Constitution*, Article VII

attendees must be youth. The journey towards the Thirteenth Assembly started with four regional Pre-Assemblies that were held from March to June 2023. The youth and women's Pre-Assemblies will take place immediately before the Assembly itself. In these meetings, appointed delegates gather for the purpose of prayer, Bible study and discussion on the Assembly themes. Delegates of regional Pre-Assemblies each formulated their own set of concerns, in order to help delegates become well-informed representatives. The regional Pre-Assembly messages have been shared online. Messages from the women's, youth and men's Pre-Assemblies will be presented on day one of the Assembly.

THE LIFE OF AN ASSEMBLY

The main dimensions of the life of the Assembly are:

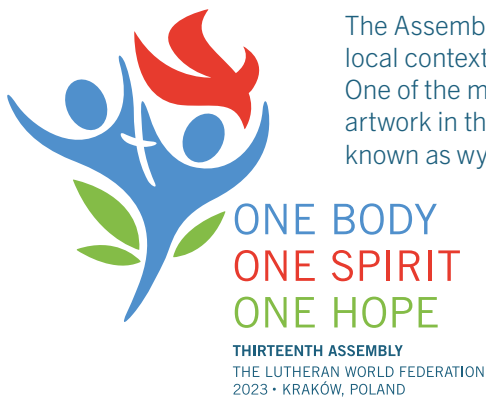
- Celebration (worship, Holy Communion, prayers)
- Enrichment, reflection and discernment (Bible studies, small groups, exposure visits)
- Joint decision-making (business sessions for actions on reports, elections, Assembly message and other Constitutional matters)

THE ASSEMBLY THEME

The Assembly theme is “One Body, One Spirit, One Hope.” It reminds us that in a fragmented world, we are called to unity in the one body of Christ. The theme is drawn from Ephesians 4:4 (NRSV): “There is one body and one Spirit, just as you were called to the one hope of your calling.”

ASSEMBLY VISUAL IDENTITY

The visual identity is an integral element of the Assembly. It is a bold expression of our connectedness as one body in Christ, led by the Holy Spirit and called to share the transformative hope and love of God with the world.



The Assembly logo draws inspiration from the local context and cultural heritage of Poland. One of the most popular forms of traditional artwork in the region is paper cut designs, known as wycinanki. These intricate pieces

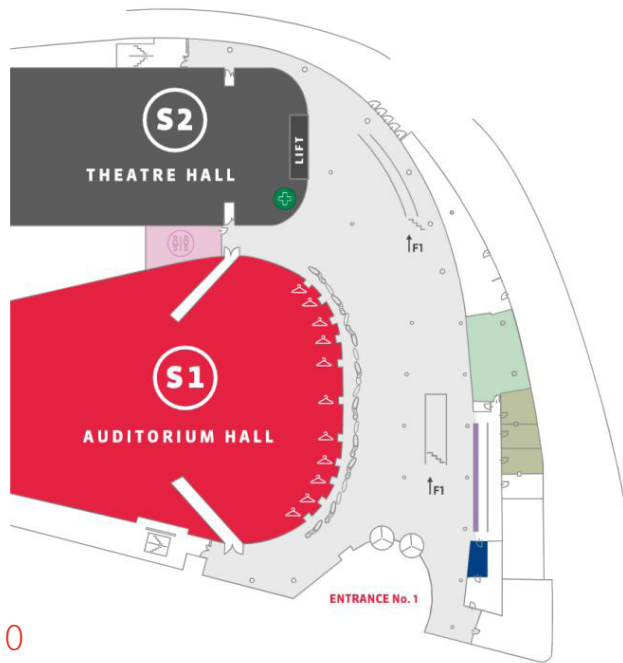
usually include shapes of people and nature portrayed together using bright colors. The people, the dove and tree in the Assembly logo unite to form a modern representation of this art form. The color palette consists of two colors

from the LWF visual identity alongside three unique to the Assembly: poppy red, Baltic Sea blue and amber yellow. These colors celebrate the natural beauty and artistic heritage of Poland and its people.

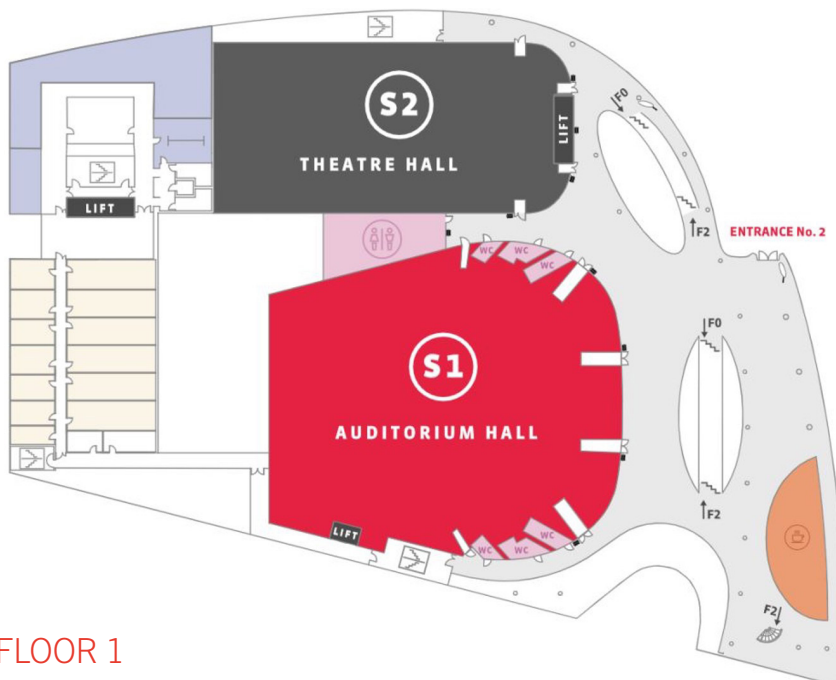
THE ASSEMBLY VENUE

The Assembly takes place in the ICE Kraków Congress Centre. Located in the heart of Kraków, it is a well-known meeting place for international congresses, business and culture events. Plenary sessions will take place in the S1 Auditorium and worship in the S2 Theatre Hall. The Jarmark exhibitions and spaces will be on the ground floor and first floor.

Assembly participants will be seated in designated areas in the plenary hall. Official delegates will be seated on the main floor of the S1 Auditorium, ordered alphabetically by member church. All other categories will be situated on the upper floors.



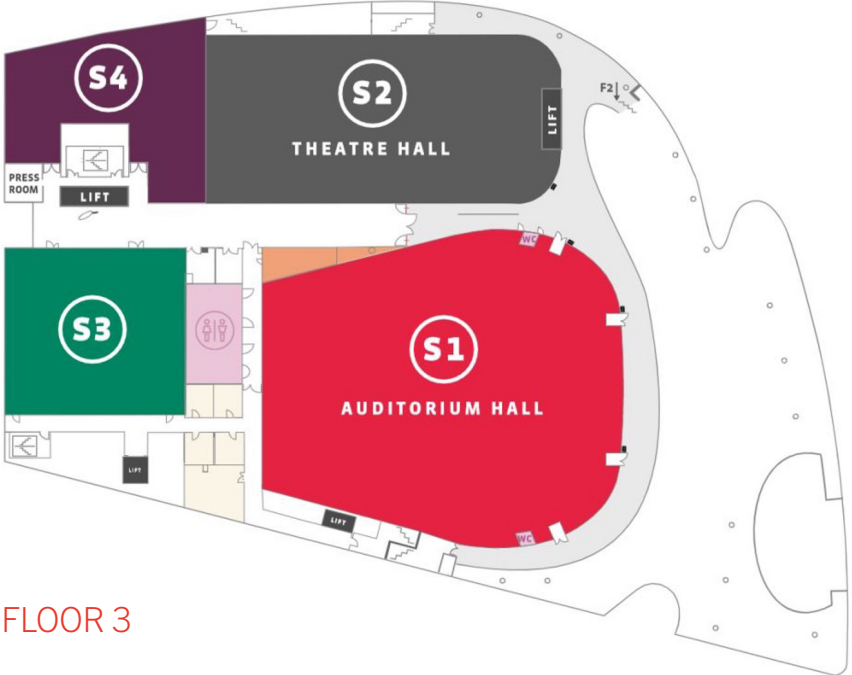
FLOOR 0



FLOOR 1



FLOOR 2



FLOOR 3

THE STRUCTURE OF THE ASSEMBLY

Joint exploration and engagement with the theme “One Body, One Spirit, One Hope” is at the heart of the Assembly program. Assembly participants will explore together what it means to be one body, one spirit, one hope, with unity in diversity as an underlying vision. The Assembly concludes with the adoption of the Assembly message.

This can be observed in the schedule of the Assembly:

- **Wednesday, 13 September:** Opening of the Assembly Opening, Address of the President
- **Thursday, 14 September:** Report of the General Secretary followed by keynote speech on “One Body, One Spirit, One Hope”,
- **Friday, 15 September:** Thematic plenary on “One Body” followed by visit to Museum and Memorial of Auschwitz-Birkenau
- **Saturday, 16 September:** Thematic Plenary on “One Spirit”
- **Sunday, 17 September:** Sunday worship with local congregations
- **Monday, 18 September:** Thematic Plenary on “One Hope,” discussion and adoption of Assembly resolutions, public statements, and message
- **Tuesday, 19 September:** Discussion and adoption of Assembly resolutions, public statements, and message. Closing of the Assembly

Each Assembly Day will have a similar flow, which consists of the following elements:

- **Before God:** morning worship and Bible study
- **Discernment:** Thematic plenaries
- **Deliberation and mutual learning:** Village Groups for thematic reflections, exposure visits, Jarmark
- **Commitment:** business plenary discussions and governance decisions
- **Before God:** evening prayer and Holy Communion

PARTICIPATING IN THE THIRTEENTH ASSEMBLY

PREPARING FOR THE ASSEMBLY

Participation in the Assembly began months prior to the actual meeting in Poland. Regional Pre-Assemblies have met, and youth, women and men's Pre-Assemblies will meet just prior to the Assembly. All these meetings are offered as preparation to the Assembly.

However, each participant can and should do a lot more on their own as a way of preparing for the Assembly.

TELL OTHERS ABOUT THE ASSEMBLY

Participants are encouraged to regularly visit the Assembly website to receive updates, news and information. You are also encouraged to share Assembly news on social media. When you do so, please use the hashtag #LWFAssembly.

ADVICE FOR ACTIVE PARTICIPATION

HOW DO I GET TO SPEAK IN PLENARY SESSIONS?

- Participants who want to speak will queue behind a microphone until invited to speak by the chairperson.
- When acknowledged by the chairperson, state your name, church and the language in which you will speak.
- Speak to the point. Every speaker is subjected to a three-minute time limit.

HOW DO I RAISE A CONCERN AT THE ASSEMBLY?

There are two ways to raise a concern at the Assembly:

- Make a written proposal
- Propose a motion

HOW DO I MAKE A WRITTEN PROPOSAL? (FOR DELEGATES)

- First, find out from others whether the concern you want to raise is already covered by the agenda. You can check with delegates from your region, with LWF staff, or with members of the outgoing Council who have been requested to give advice and answer questions regarding Assembly procedures.
- If you are sure the concern has not been covered, share it with as many people as you can: small groups, regional groups, youth, women, etc. You need to get as much support as possible for the concern.
- Make your written proposal, identifying delegates who support it, and ask a steward to deliver it to the Policy and Reference Committee.

HOW DO I PROPOSE A MOTION? (FOR DELEGATES)

- A motion introduces a subject to the Assembly for consideration or action.
- A motion needs to be seconded by another delegate before it can be considered by the Assembly.
- In a debate on the motion, no one may speak more than once, except the person who has proposed the motion.

Example of a motion:

Person proposing the motion: “I move that we send a delegation to (country) to study the situation.”

Another delegate: “I second the motion.”

WHAT HAPPENS TO A MOTION?

As stipulated in the Rules of Procedure, a motion can be:

- received (as information)
- adopted (to be acted upon)
- referred back to the group presenting it (for clarification)
- substituted by another motion or be amended from the floor

AMENDMENTS

- Amendments are normally made to modify a motion to clarify it, make it more precise, or perhaps to change its effect but not its intent.
- Amendments may be made by either inserting or striking out words or phrases.
- Amendments do not introduce new ideas.
- Amendments, like motions, need to be seconded.

Example of an amendment:

I move that the motion be amended by adding the words “of four, including one youth,” after the word “delegation.”

VOTING ON MOTIONS

- Only delegates vote.
- Half of the registered delegates must be present for a vote to be valid.
- An affirmative majority is required to pass a motion.

VOTING ON PUBLIC STATEMENTS

- Only delegates vote.
- Two-thirds of registered delegates must be present for a vote to be valid.

SPEAKING AND WRITING AT THE ASSEMBLY

The LWF has four working languages: English, French, German and Spanish. You can express yourself or draft your speech or report in the working language in which you feel most comfortable. Do not hesitate to make the most of the interpretation and translation services.

Remember that many people may not be familiar with your spoken language or perhaps the way you present it. So, please:

- speak clearly, distinctly and slowly
- keep your sentences short and simple

If you speak from a written text (such as a speech), remember that it may be difficult to understand when the audience can only hear and not see it. Compose and deliver your speech in the style and rhythm of oral communication. If possible, provide the interpreters with a copy of your speech or text.

The draft text should avoid complex sentence structures and the use of jargon. Cultural backgrounds, first languages and formal education vary greatly among Assembly participants.

Should you find it impossible to understand a speaker (e.g. one who talks too quickly, too softly, or indistinctly), you may raise a point of order.

SHARING THE STORY OF THE ASSEMBLY

Critical to the outcome of the Assembly is the way delegates and other Assembly participants communicate their personal learning, insights and own transformation in view of the unique opportunity that a global Assembly represents.

To prepare to share your Assembly experiences with your church and local community at home, you may wish to keep a daily record of events for yourself or to share with others. Questions for reflection may include:

- What happened today that touched me as significant or memorable?

- What word of Scripture or theological insight brought new meaning to how I understand being a communion of churches?
- What stories do I want to remember and tell people at home?
- Which commitments present the greatest challenge for us in our life together? Why?

WORSHIP AND BIBLE STUDY

Worship and Bible study play a central role in the life of the Assembly. The Assembly begins and ends with worship services with Holy Communion and preaching. Each day starts with Morning Prayer as we worship God and pray for the world. Each day ends with Evening Prayer, coming back to the place of worship for prayer and reflection. Morning prayer on 19 September focuses on the LWF's ecumenical commitments. The Bible studies are incorporated into the morning worship services and will take place in the Theatre Hall. The choice of biblical texts will connect to the theme of the day. Bible studies will be presented by theologians from across the communion.

Location: S2, Theatre Hall, except for the opening worship which takes place in S1, Plenary Hall.

PREACHERS AND BIBLE STUDY LEADERS

- 13 September: Preacher at Opening Worship, Rev. Danielle Dokman (Suriname)
- 14 September: Rev. Dr Kenneth Tsang Ho Yin (Hong Kong, China)
- 15 September: Prof. Kalina Wojciechowska (Poland)
- 16 September: Rev. Dr Barbara Rossing (United States of America)
- 18 September: Rev. Gerson Acker (Brazil)
- 19 September: Preacher at Closing Worship, Rev. Dr Anne Burghardt (Estonia)

Morning prayer on 19 September focuses on the LWF's ecumenical commitments. "To be Lutheran is to be ecumenical." At this Assembly, we welcome guests from all our ecumenical partners. During the prayer, a

Common Word will be read by General Secretary Rev. Dr Anne Burghardt and His Eminence Cardinal Kurt Koch on behalf of the Roman Catholic Church. Following the prayer, a panel discussion will take place involving the partners who have associated with the *Joint Declaration on the Doctrine of Justification*. *Participants are:* Cardinal Kurt Koch, Prefect, Dicastery for Promoting Christian Unity, Roman Catholic Church; Bishop Ivan Abrahams, General Secretary, World Methodist Council; Bishop Anthony Poggo, Secretary General of the Anglican Communion; Rev. Dr Hanns Lessing, Acting General Secretary, World Communion of Reformed Churches; and Rev. Dr Anne Burghardt, General Secretary, The Lutheran World Federation. Responses will be offered by Metropolitan Kyrillos of Krini, Patriarchal Exarch of Malta and Dr William Wilson, Chair Pentecostal World Fellowship.

Opening and closing worship services with Holy Communion will extend around the Assembly. The services we will use small communion cups, hand-made by the famous Boleslawiec pottery factory in south-western Poland. Once you have received communion at the closing worship, you may keep your individual cup as a remembrance of Assembly worship.

Brief *Midday prayers* will be held in both plenary and in the Village Groups, just before lunch, each day, except for 15 September, when the buses are departing for Auschwitz.

SINGING WITH THE ASSEMBLY CHOIR

Singing practice takes place throughout the Assembly. Delegates, advisors, and other guests and visitors who have already expressed their interest may sing with the Assembly Choir each day. Rehearsal schedule:

- 12 September 16:00-18:00 in S1: Plenary Hall
- 14 September 13:45-14:45 in S2: Theatre Hall
- 16 September 13:45-14:45 in S2: Theatre Hall
- 18 September 13:45-14:45 in S2: Theatre Hall
- 19 September 13:45-14:45 in S2: Theatre Hall

PRESIDENT'S ADDRESS

LWF President, Archbishop Dr Panti Filibus Musa will address the Assembly at the Opening Plenary on 13 September, taking the theme of the Assembly as the basis for his address as well as offering biblical-theological foundation to the Assembly theme. He will reflect on major moments and insights resulting from his service as President of the LWF.

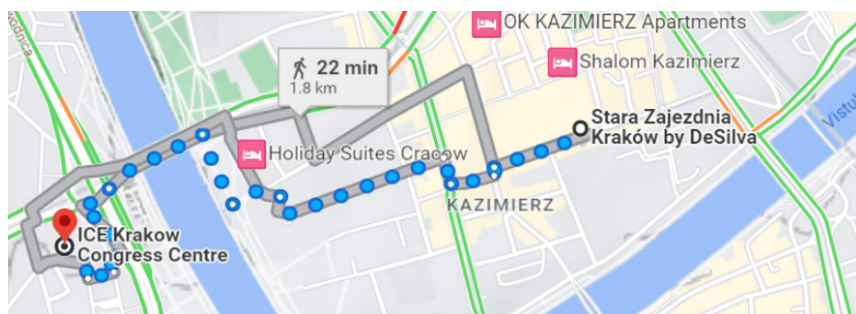
WELCOME RECEPTION

On 13 September, the first evening of the Assembly, Presiding Bishop Jerzy Samiec, representing the Evangelical Church of the Augsburg Confession in Poland, and the Vice Mayor of Kraków Ms Anna Korfel-Jasińska, on behalf of Kraków Municipality, will welcome the Assembly participants.

The welcome reception takes place at the Old Tram Depot in the Jewish Quarter of Kraków. This historic venue, with its fascinating history and unique wooden frame architecture, will serve as an excellent setting to immerse yourself in the rich cultural heritage of Kraków.

During the evening, you will have the opportunity to experience Polish culture and taste traditional Polish cuisine. A unique program has been prepared that will allow you to encounter the essence of Poland, Kraków and the Lutheran church in our country.

Date and time: 13 September 2023 at 19:00 hrs





Address: Stara Zajezdnia by DeSilva / Old Tram Depot, Świętego Wawrzyńca 12, 31-060 Kraków

Transportation to the reception will be by charter buses to and from the venue. You may also want to use the opportunity to walk. The Old Tram Depot is approximately 1.7 kilometers from the ICE Congress Centre.

GENERAL SECRETARY'S REPORT

On the second day of the Assembly, LWF General Secretary, Rev. Dr Anne Burghardt will present her report, reflecting on the landmarks of the communion's journey between 2017 and 2023. The report *From Windhoek to Kraków 2017-2023* which has been provided to all Assembly participants will be introduced by the General Secretary within her report.

KEYNOTE ADDRESS

Mmgr. Prof. Tomáš Halík from the Czech Republic will give the keynote address to the Assembly. Respondents: Kathryn Lohre (USA), Bishop Frederick Shoo (Tanzania). Moderator: Pröpstin Astrid Kleist (Germany).

REPORT OF THE CHAIRPERSON, FINANCE COMMITTEE

The Chairperson of the Finance Committee, Oberkirchenrat Olaf Migeler will present his report to the Assembly.

PLENARY SESSION

Plenary sessions deal with the general business of the Assembly including the Elections. Among them will be the keynote address and the three thematic keynote speeches.

THEMATIC PLENARIES

Thematic plenary sessions will include a keynote presentation on the theme of the day. Each keynote will connect to one part of the Assembly theme and offer further exploration. Two responses will prepare the ground for a plenary discussion, for which ample time is provided. The keynote speakers at the thematic plenaries are:

- **One Body:** Rev. Dr Benny Sinaga (Indonesia). Respondents: Bishop Naledzani Josephine Sikhwari (South Africa). Prof. Dr Bernd Oberdorfer (Germany). Moderator: Rev. Dr Johannes Zeiler (Sweden).
- **One Spirit:** Rev. Dr Bruk Ayele Asale (Ethiopia). Respondents: Bishop Izani Bruch (Chile), Prof. Dr Veli-Matti Kärkkäinen

(Finland/USA). Moderator: Colleen Cunningham (South Africa).
Testimony: Marian Turski (Poland).

- **One Hope:** Archbishop emerita Dr Antje Jackelén (Sweden).
Respondents: Bishop Pavlo Shvarts (Ukraine), Katarina Kuhnert
(Canada). Moderator: Rev. Sally Azar (Palestine)

VILLAGE GROUPS

Thematic plenary sessions will be followed by discussions in groups. There will be 24 Village Groups. Each delegate will find their group number and meeting room name in the Village Group online documentation folder. These discussions will:

- Provide opportunity to enable a meaningful and trans-contextual engagement with the different parts of the Assembly theme
- Provide space for mutual exchange and learning, and
- Generate input for the Assembly message

Village groups will give feedback to the Editorial Committee. This feedback will serve as input to the Assembly message.

VISIT TO MEMORIAL AND MUSEUM OF AUSCHWITZ-BIRKENAU

The Thirteenth Assembly program includes a visit to the Museum and Memorial of Auschwitz-Birkenau, a former German Nazi concentration and extermination camp. Participants will visit the memorial on the afternoon of 15 September. The visit will conclude with a prayer.

JARMARK

Jarmark is a Polish word for “fair.” The Thirteenth Assembly Jarmark will be a space for encounter, creativity, transformative action, and visioning. LWF

member churches, related organizations and ecumenical partners will bring life to this space by showcasing their work and opening opportunities for joint exploration on diverse topics.

The goal and purpose of the Jarmark are:

- Provide the space for encounter, dialogue and learning
- Facilitate learning and sharing of good practices through theme-based exhibitions and workshops
- Provide the space for showcasing examples of the work that is being done in all corners of the Lutheran communion, as well as for artistic and creative expression of ideas and feelings

The Jarmark Exhibition opening ceremony is scheduled for breaktime on 13 September at 16h00. The Exhibit will then be open the whole duration of the Assembly and close on 19 September at 17h00. The workshops shall be held during the time reserved for the Jarmark on the Assembly schedule.

ELECTION OF THE COUNCIL MEMBERS AND PRESIDENT

The Assembly will elect the next Council and President of the LWF. Regional slates for Council nominations were agreed upon during the regional Pre-Assemblies. Elections are organized according to the Rules of Procedure.

SUNDAY WORSHIP SERVICES IN CONGREGATIONS

On Sunday, 17 September, the host church, the Evangelical Church of the Augsburg Confession in Poland, is inviting Assembly participants to worship in local and neighboring congregations within a 2.5-hour bus ride from Kraków. This will provide a wonderful opportunity to experience the local Sunday services, connect with the local people and share our faith as a

global Lutheran community. Congregations include two Czech Churches: Silesian Evangelical Church of the Augsburg Confession, Evangelical Church of Czech Brethren and Evangelical Church of the Augsburg Confession in the Slovak Republic.

ASSEMBLY COMMITTEES

Business decisions to be taken by the Assembly will be prepared by a number of committees, the members of which will be nominated by the outgoing Council and appointed at the first business session of the Assembly. These committees are:

- **Business Committee:** responsible for timetable and functioning of the Assembly
- **Policy and Reference Committee:** develops resolutions relating to LWF policy and program directions to be considered for the development of the LWF Strategy
- **Editorial Committee:** responsible for drafting the Assembly message
- **Credentials and Elections Committee:** examines and supervises registration and elections, and reports on the constituency of the Assembly
- **Minutes Committee:** supervises the recording of minutes of decisions taken during plenary sessions
- **Nominations Committee:** presents nominations for the office of the President and for the Council

The committees will present their reports and recommendations throughout the Assembly. See the Rules of Procedure for more details on the committees.

EXPECTED OUTCOMES

ASSEMBLY MESSAGE

The Assembly message provides an opportunity for the Assembly to invite member churches to commit themselves to action, study and consideration on matters of importance to the Assembly.

Each Village Group contributes to the message through its report, which is submitted to the Editorial Committee.

The consolidated draft message emerging from the Editorial Committee will be forwarded, through the Policy and Reference Committee, to the Assembly plenary for discussion.

Issues may need to be brought to the attention of the Assembly in the form of a statement or resolution. In this case, the Village Group should note this in its report and forward the statement or resolution to the Policy and Reference Committee. One or more delegates may also propose statements or resolutions. The Policy and Reference Committee may take one of several actions: recommend it to be accepted as information, accepted for action, or referred to the LWF Council; forward it with comment providing rationale for how it is to be addressed; or consolidate it with other proposals addressing the same topic.

Special issues should be brought to the attention of the Policy and Reference Committee as early as possible.

RESOLUTIONS

Resolutions provide general direction for the life and work of the LWF within the context of the strategic plan and available resources.

PUBLIC STATEMENTS

A Public Statement is a focused document intended for widespread public release. It describes a particular issue or concern and the position of the Assembly on that issue.

YOUTH PRE-ASSEMBLY

Young Lutheran leaders from around the world will be meeting at the Youth Pre-Assembly in Wisla Malinka. This gathering will take place 8–11 September, immediately preceding the Assembly.

WOMEN'S PRE-ASSEMBLY

The Women's Pre-Assembly is a unique opportunity for women from member churches and partner organizations to meet and articulate a common voice that will be taken to the Assembly. Participants will meet in Wroclaw, Poland, 8–11 September to consider the ways in which we ensure the full and just participation of women in the life of church and society.

MEN'S PRE-ASSEMBLY

This inaugural Men's Pre-Assembly will provide the time and space for Assembly delegates who are men to share their experiences from the regional pre-assemblies, explore how they resonate with the theme "One Body, One Spirit, One Hope," and equip themselves for its practical application as they contribute to shaping societies in their contexts.

STEWARDS

A group of 25 young Lutheran leaders from member churches are participating in the stewards' program and will share their gifts at the Assembly. They are young people who commit time, energy and skills to ensure the success of the Assembly. They support the Assembly at all levels of its work, including working at the plenary hall, communication, registration, space management, IT and worship. In doing so, they help facilitate the smooth running of the logistics at the Assembly.

VOLUNTEERS

Volunteers from the host church will serve at the Assembly alongside Assembly stewards. They will offer their knowledge of the local context to contribute and support the background logistical work that makes the Assembly possible.

DOCUMENTS AT THE ASSEMBLY

All the Assembly documents are available online and can be accessed at <https://assembly.lutheranworld.org/files>.

Some documents will be distributed at the meeting in Kraków.

Assembly documents will be distributed according to the language indicated on your registration form. Documents will be color-coded as follows:

- White: English
- Yellow: German
- Pink: Spanish
- Green: French

Should you decide not to take the documents home, you may leave them in a recycling box designated for this purpose at the ICE Kraków Congress Centre.

INTERPRETATION AND TRANSLATION

At plenary sessions, there will be simultaneous interpretation between English, German, Spanish and French. Selected sessions will also have interpretation in Polish.

Bible studies at morning worship: simultaneous interpretation between English, German, Spanish and French will be provided. Interpretation in Polish will also be provided.

At Village Groups, there will be no formal interpretation. The groups have been composed according to the language skills.

HEADPHONES

Headphones for interpretation will be distributed as one arrives in the morning. You can keep your headphones for the day as it will be used both during Bible studies and at the business meetings. At the end of the day, please return the headphones to the designated box at the entry to the Plenary Hall I.

If you take the headphones with you by mistake, please return them. Lost headphones will incur a charge of EUR 300.

VOTING

During the Assembly, LWF Delegates will cast ballots using the Testico Vote System.

Delegates will be able to vote electronically FOR, AGAINST, or ABSTAIN on motions brought before the Assembly.

REGISTRATION

All participants have been pre-registered online. All participants are required to personally confirm their registration at the ICE Kraków Congress Centre.

Please bring along with you a photo-id to the registration desk. It is recommended to register before the first day of the Assembly (13 September) and to settle online any outstanding amount to be paid to avoid waiting lines and delays.

As soon as participants are registered, they will receive their badge. With the badge you are requested to claim your Assembly bag in the designated room.

A name badge must be worn at all times. It guarantees admission to the venue, sessions, meals and coffee breaks. Security personnel will not allow participants without a name badge to enter the venue. Loss of a name badge must be reported immediately to the Assembly Registration desk. It can be replaced at a fee.

Participants who have indicated they wish to receive printed material will be able to pick it up at registration. Documents will also be made available online.

Participants are registered in categories that carry a specific status in the Assembly. Requests for change should be communicated in writing to the credentials committee and handed in to the registration desk.

FINANCE

The Finance desk is located within the registration desk. It will be open for payments, enquiries and reimbursements at the following times:

- 10 September 11:00 to 20:00
- 11 & 12 September 07:30 to 20:00
- 13 & 14 September 07:30 to 20:00
- 16 & 18 September 07:30 to 13:00
- 17 September Closed

For any reimbursements, see guidelines in the Assembly finance folder. The deadline for travel expenses claim submission is on 18 September at 12 noon.

INFORMATION DESK

The Information Desk of the Assembly is at the entrance of the ICE Kraków Congress Centre level 0. It will open from 08:30 to 17:00 from 13 to 19 September 2023 (except on Sunday). If you have any questions about the Assembly, or may need directions or additional information, kindly check with this desk.

LOST AND FOUND

Found items should be brought to the Information Desk. To facilitate immediate identification of lost items, please label all your personal belongings. Proper identification should be presented when claiming a lost item.

LUGGAGE

For security reasons, luggage is not permitted within the assembly venue. Only a small day bag/small backpack and the Assembly bag and/or laptop bag will be permitted within the venue. A small temporary luggage storage facility is available near the Information Desk in the event that you have not been able to check in at your hotel due to early/late arrivals or departures.

PASTORAL SUPPORT AND CARE

There will be a Pastoral Care and Support team available to the Assembly participants. Their task includes being a supportive, listening and caring presence available for any spiritual needs. There will also be a prayer/meditation room. For those participants who would wish to pray, reflect or meditate, a room is available for such use. The team is composed of:

- Rev. Dr Elieshi Mungure, Tanzania
- Rev. Aaron Yap, Malaysia
- Rev. Dr Grzegorz Olek, Poland
- Rev. Gustavo Gomez Pascua, Argentina
- Rev. Rivka Schunk, Germany

You can reach a member of the team via phone, message or WhatsApp on this number: +41 782318829.

DRESS CODE

The dress code at the Assembly is smart casual.

VISITORS PROGRAM

Prior to the Assembly, the visitors program invites all interested groups and individuals to explore the vibrant work of the Evangelical Church of the Augsburg Confession in Poland and the country's rich history. At the Assembly, visitors can also learn more about the LWF and its work. The program includes participation in morning worship (in an overflow room) and listening in to specific open plenaries.

ANNOUNCEMENTS

Only announcements relating to the official program will be made from the plenary podium. The announcements in the plenary are submitted to Ms Karin Striebel. Those wishing to announce other meetings or events may do so through an official announcement board placed in the lobby.

NOTE ON PUNCTUALITY

Please be punctual for all meetings. In order not to disturb the meetings, participants are kindly asked not to arrive late or leave early.

COMMUNICATIONS

The Assembly website (<https://lwfassembly.org>) will be the hub of all Assembly communications. The communications work is led by the LWF Office for Communications, as well as a multilingual team of co-opted staff and volunteers from member churches and partner organizations. They will report on the Assembly, issue press releases, share stories, photos and videos on the web and in social media, and work with media and church communicators.

SOCIAL MEDIA

Participants are encouraged to use social media, such as Facebook, Twitter, Instagram and Snapchat to share experiences of the Assembly. All posts should be marked with the Assembly hashtags #LWFAssembly and #OneBodyOneSpiritOneHope. Participants are encouraged to follow the LWF on social media:

- Facebook @lutheranworld
- Twitter @lutheranworld
- Instagram @lutheranworldfederation
- TikTok: @lutheranworld

Discretion should be exercised when posting to social media. Clearly differentiate between general discussion and specific actions voted on by the Assembly. Indicate which comments are your own opinions and which have been made by other Assembly participants.

LIVE STREAMING

Open plenary sessions and worship and the commemoration service on Sunday will be live streamed on the LWF's YouTube channel and will be accessible to the public worldwide.

PHOTOGRAPHY

Photos and videos will be taken during all sessions of the Assembly. If you would prefer photos of you not to be shared, please inform a member of the communications team.

Participants photographing or recording plenary sessions or worship services are requested not to use flash and not to move from their seats.

Be aware of cultural sensitivities: some participants may not wish to have their picture taken without permission, so if you are taking photos of other participants, make sure you have their permission. When photographing

people, the basic rule is simple – if you would not want someone to take a photo of you in this situation, do not photograph them. Do not photograph children without permission from their guardians.

MEDIA

Representatives of the media, press, radio and television will cover the Assembly. The Office for Communications is responsible for accrediting and other services. Press conferences and briefing sessions will be arranged during the Assembly. Interviews with delegates will be arranged on request.

Participants are kindly asked to support the work of the communications team and media during the Assembly and to respond well to interview requests from accredited media representatives and from the communications team. Please note that media representatives are requested to refrain from individually seeking out participants to be interviewed. All interviews will be arranged by the Assembly Press Office and require the use of an interview request form.

For any kind of assistance in press relations please contact the LWF communication staff.

HEALTH, SAFETY, AND SECURITY

LWF is committed to ensuring the health and safety of all Assembly participants. The Assembly Health, Safety, and Security (HSS) team will be available at all times during the Assembly. To contact them:

- **+41 78 306 6074**
- For urgent medical assistance, **please dial +48 12 225 1999**. The team will be available 24 hours a day for any question related to your wellbeing.

Health, safety, and security risks related to the Assembly are minimal. However, accidents may occur, and security incidents can happen. All participants are asked to be aware of their surroundings, monitor their own health, take care of their personal belongings, follow the safety and security instructions. They can contact the HSS team in case of incidents, unusual situations or questions and concerns.

The LWF provides limited health and accident insurance coverage for emergencies during the Assembly period for officially registered participants who reside outside Poland.

The LWF will not be able to guarantee medical costs of participants who travel without being medically fit for travel.

Only emergency cases will be addressed. Bring with you your regular health insurance card, if you have one, to ease any medical process in case of an emergency. Participants from the European Union, the United Kingdom or Switzerland must present their European Health Card.

Please be advised:

- To comply with data protection regulations and Polish law, participants are requested to declare in writing their specific health status and known allergies and sign a waiver to authorize a translator to be present in the event of medical treatment. It is the responsibility of every participant to duly fill in the form. The form will be made available at registration.

The signed form will have to be stored inside the Assembly badge by participants themselves and will only be used in an emergency.

- Participants who take prescribed drugs are asked to bring sufficient medicine for the duration of their stay in Poland. A copy of individual prescriptions should be brought in case of need.
- Participants suffering from a pre-existing sickness, undergoing medical treatment at the time of departure or whose health condition is not yet stable are required to obtain a certificate from their medical doctor attesting they are fit to travel.
- Participants who are over 28 weeks pregnant at the time of departure to Poland are not covered by the LWF insurance in case of emergency. All concerned should bring a medical certificate attesting their state of pregnancy and their capacity to travel, which should be provided in case of medical emergency in Poland.
- The insurance covers Assembly participants during the Assembly but not private visits before or after the Assembly.
- All COVID-19 measures were lifted in Poland on 28 March 2022. There is no obligation to present COVID vaccination certificates at the border, no need to test for SARS-COV, and no quarantine applicable anymore. Feel free to bring and wear a face mask for your own well-being. Masks will be available at the Assembly for participants.
- If you are currently taking any medication, make sure to bring enough supply for the duration of your trip. This includes any non-prescription medication, such as for headache or flu.

The LWF is not liable if registered participants do not meet the above-mentioned requirements.

SAFE TRAVEL AND TRAVEL MOVEMENT

The LWF provides limited travel insurance to participants traveling from outside Poland to attend the Assembly, from the day they leave their home place until they return home. It is subject to restrictions.

In case of problems regarding your departure to / return from Poland, such as missed flights, please address your queries to the Information Desk.

In case of a problem with your luggage, such as loss or damage, make sure to record your complaint first to the airline / airport desk concerned and hand over a copy of the complaint to the Assembly Information Desk for further assistance.

During the Assembly, a Transport manager is recruited to ensure logistical details of organizing safe transport from the airport to the accommodation place, from accommodation to the meeting venue, reception, Auschwitz-Birkenau, and Sunday worship places.

SECURITY

Poland is a low-risk country. It has professional security standards and measures in place, and therefore risks related to serious crime, violence or fire safety are low.

Crime is low in Poland, but petty crime can affect travelers, especially in cities popular for tourists (opportunistic theft). Therefore, keep valuables and cash out of sight, especially in crowded areas and tourist spots where pickpockets may be active (e.g. when boarding or leaving trains and buses).

Violent crime is rare. All venues used by the Assembly have established high safety and security standards and norms to reduce the probability of such a threat.

Since the start of the war in Ukraine, Poland's border security has been increased, and despite some incidents in the border areas, there is no significant security threat to the country or in Kraków.

Parliamentary elections are scheduled in October, and some political demonstrations and election campaigns might be organized during the Assembly. Participants are requested to stay away from all demonstrations and be mindful about sensitive topics in Polish society during election time.

Participants should be mindful about posting messages that could be understood as hate speech spreading of misinformation in the Polish contexts. Such messages could lead to hostile behavior against others, online or on-site at the Assembly venues including against Assembly participants. In case of uncertainty about what should be posted, please check with LWF's communication team.

Participants are advised to bring the following items in their carry-on luggage (in case of lost/delayed luggage):

- Medication, eyeglasses and first aid kit items
- Computers and devices, incl. chargers and adapters
- Three days' worth of clothes, including warm clothes
- Passport copies (store in the cloud and printed)
- Good walking (water-resistant) shoes for the Auschwitz-Birkenau visit

CODE OF CONDUCT

The LWF Assembly is meant to be a safe event.

All participants of the LWF Assembly are expected to comply with the Code of Conduct for Participants in Events Organized by the LWF. The document can be found in the online as well as on the LWF website here: [LWF Code of Conduct for Events Organized by LWF](#)

An orientation to the Code of Conduct will be provided at the start of the Assembly and the complaints response team will be introduced.

CODE OF CONDUCT RESPONSE TEAM

The persons will be appointed by the Assembly.

HOW TO BE ALERT TO ABUSE, HARASSMENT AND EXPLOITATION OF ANY KIND DURING AN LWF EVENT

- Treat all persons fairly and with respect, courtesy, dignity and according to the respective country law, international law, and local customs.
- Behave respectfully towards others and do not misuse private, professional or any other relationships.
- Be aware of the special responsibility that any person in authority has.
- Be sensitive to cultural and social differences and practices.
- Do not cross boundaries set by others. If someone indicates “No,” even without words, respect it.
- Be alert to contexts which may encourage unacceptable behavior for some, such as being in unfamiliar circumstances away from home, for example, or drinking too much alcohol.
- Refuse any inappropriate gesture or contact. Show that such behavior is not welcome.
- Do not exchange money, goods or services for any kind of sexual favors.
- Never commit any act of fraud, corruption or unethical business practice, including conflict of interest during LWF events.
- Do not accuse falsely people of harassment or exploitation of any kind for your own advantage.
- Be aware that such behavior should be respected not only in the meeting itself but also in social times, at meals, etc.

PRACTICAL INFORMATION

VENUE

The LWF Thirteenth Assembly venue is at:

ICE Kraków Congress Centre
ul. Marii Konopnickiej 17
30-302 Kraków
phone: +48 12 307 27 59
<http://icekrakow.pl/>

ACCOMMODATION

The participants of the LWF Assembly in Kraków will be accommodated at:

AGH University Hostel
Miasteczko Studenckie AGH
Rostafinskiego 6,9,11, 30-072 Kraków
<https://taniehostele.pl/en/hostels.html>

ROOM LAYOUT AND BUILDING FACILITIES

Participants will be accommodated in student studio apartments spread across three buildings: Olimp, Babilon, and Strumyk.

Each studio apartment consists of two rooms with shared bathroom and shared kitchenette equipped with a fridge and water kettle. Toilet paper and towels are provided, but Assembly participants will have to bring their own toiletries.

Each building is equipped with a lift and a laundry room (washing detergent can be purchased at nearby stores).



MEALS

BREAKFAST

Breakfast will be served in the Club Studio building which is located around 200 meters from the the Olimp, Babylon and Strumyk buildings.

Breakfast will be served between 06:00–08:15 hrs daily.

COFFEE

Coffee breaks will be provided at ICE Kraków Congress Centre.

LUNCH AND DINNER

Lunches and dinners will be served at the venue, ICE Kraków Congress Centre, except for dinner on 13 September, lunch and dinner on 15 September, and lunch and dinner on 17 September.

Lunch on 15 September

On 15 September, the day of the visit to Auschwitz. A packed lunch will be provided to be consumed during the bus ride.

Please ensure you collect a lunch corresponding to the diet preferences you indicated when you registered (regular, vegan, vegetarian, or gluten-free). The lunch will be made available at the exit of ICE on your way to the buses.

Dinner on 15 September

On 15 September, the day of the visit to Auschwitz, dinner will be served upon arrival at the premises of AGH University Hostel, at the Club Studio. This is the same place where breakfast is served. The dinner will be available from 19:00.

Dinner on 17 September

On 17 September, the day of the visit to the local churches for Sunday service, dinner will be served at the Club Studio, at the premises of AGH University Hostel. The dinner will be available from 19:00.

The lunch and dinner menu will offer options suitable for different dietary preferences, including regular, vegetarian, vegan, and gluten-free meals. Menu of meals shall be available in the Assembly folder under Practical Information//Meals/Menu.

TRANSPORTATION

Assembly delegates and other participants will have three options to travel during the Assembly. A chartered bus will be available for participants at the airport and transport participants daily at specific hours between AGH University of Science and Technology campus and the ICE Kraków Congress Centre. Attendees can also use taxis and the Kraków public bus system to travel to the Kraków Congress Centre and back to AGH each day.

Participants can refer to the “[Transportation in Kraków](#)” resource document online for guidance on navigating the transportation options before, during and after the Assembly.

INTERNET

WiFi at the AGH Hostel is available in the hostel corridors. WiFi connection in rooms is also available, but the signal is not as strong as in the corridors.

LWF Assembly participants at AGH will be able to access the internet through a dedicated wifi network.

- Network Name (SSID): LWF Assembly AGH
- Password: Krakow2023

Should you experience challenges to connect from your assigned room at AGH, please contact the Assembly IT Team for support at assembly. itsupport@lutheranworld.org or visit the Reception Desk.

All participants will have access to a reliable WIFI connection at the ICE Kraków Congress Centre throughout the day.

The Wifi network details are as follows:

- Network Name (SSID): LWF Assembly ICE
- Password: Krakow2023

BANKING SERVICES

Poland has a modern banking system.

- **Cards:** Card payments, especially credit and debit cards, are widely accepted. Visa, Mastercard, and American Express are commonly used and accepted by most businesses, including restaurants, hotels, shops, taxis and tourist attractions. You can expect to use your cards for various transactions throughout the country.
- **Contactless payments:** Poland is known for advanced contactless payment infrastructure. Contactless cards and mobile payment options such as Apple Pay, Google Pay, and Samsung Pay are widely used and accepted. Many payment terminals are equipped with contactless technology, allowing you to make quick and convenient payments by simply tapping your card or phone.

- **Cash withdrawal:** ATMs are widely available throughout Poland, particularly in cities and towns. Look for ATMs associated with major banks, as they usually have lower currency exchange rates and fees. Most ATMs in Poland offer language options, including English, German, French.

CURRENCY

- 1 Euro is ~4,5 zł
- 1 GBP is ~5,2 zł
- 1 USD is ~4,2 zł

Poland has its own currency called Zloty (PLN) - marked with short zł. 1 zł is 100 groszy which is like 100 cents in 1 dollar.

Note that in most places, it is not possible to pay with Euros or US Dollars. Only some hotels and shopping malls might accept such currencies. The best option is to exchange money once you arrive (preferably by withdrawing it from ATM), but until you get your hands on polish złoty, you can easily pay with your debit or credit card.



CLIMATE

Poland in September is characterized by temperatures ranging (approximately) from the lowest of 5 ° C and the highest reaching 25 ° C, but the average temperature is about 12 degrees Celsius. It is, however, worth taking an extra layer of clothes with you just in case. You can expect a significant amount of rain. Therefore, take an umbrella or raincoat with you to avoid getting caught in bad weather. The temperature fluctuates strongly between day and night, so despite the warmth, it is advisable to carry an extra layer of clothes, in case the temperature drops.

ELECTRICITY

Poland uses the two, round, pin style of adapter plug that is used all over Continental Europe. Adapter plugs allow electrical connections up to 240 volts. An adapter plug does not change the current or voltage (this requires a converter) unless your appliance is dual voltage.

For Poland there are two associated plug types, types C and E. Plug type C is the plug which has two round pins and plug type E is the plug which has two round pins and a hole for the socket's male earthing pin. Poland operates on a 230V supply voltage and 50Hz. We recommend that you bring an adapter.

USEFUL TELEPHONE NUMBERS

- 112: European emergency phone number
- 999: Ambulance
- 998: Fire Brigade
- 997: Police

- Tourist Emergency Helpline:
 - +48 222787777
 - +48 608599999

- LWF Assembly:
 - Assembly Health, Safety, and Security (HSS): +41 78 306 6074
 - Urgent medical assistance: + 48 12 225 1999
 - Assembly Coordinator: +41 796162856
 - Local Coordinator: +48 797556 583
 - Travel Assistant: +41 782084634
 - Local Transportation Coordinator: +48 506 788 973
- The Lutheran parish in Kraków will be open to all. It is a place where you can rest and find assistance.
 Grodzka street 58
 31-044 Kraków, Poland
 +48 12 446 64 30
krakow.luteranie.pl
krakow@luteranie.pl

TAXIS

- itaxi.pl
737 737 737
- krakow.ekotaxi.pl
12 644 22 22
- www.taxi.krakow.pl
12 422 22 22
- waweltaxi.pl
12 266 66 66

UBER/BOLT

These services can be less expensive than taxis. To use them, download the app on your phone (available for Android and iOS). After downloading the app, follow the directions to assign a credit or debit card to your account. After that, you need to select the starting point of your trip (where you meet your driver) and your destination. The app will tell you the prices of the selected ride (note, prices may vary depending on the time of day, pickup

location, weather, etc.) After that, the app will search for a driver nearby. Once the driver accepts the ride, the app will display information about the driver (name, photo, phone number), the car (color, model and license plate number) and the ride itself (waiting time for the driver, approximate travel time).

- www.uber.com
- bolt.eu

LOCAL SIM CARDS

A lot of cafes and restaurants offer free WiFi for their customers, so if you need some time with fast internet. You may ask for the Wi-Fi password.

If you want to have Internet access at all times, you can buy a tourist SIM card. There are four mobile internet providers in Poland:

- Orange
- T-mobile
- Plus
- Play

You can find mobile internet provider stores all around the town. It's best to use Google Maps to locate the nearest one and buy your sim card there. It's very unlikely for them not to speak English. There is also an option to buy SIM cards in phone retail shops, but they might have less options.

Remember, that after buying pre-paid SIM card, you will have to register it. All providers have different registration procedures, so you will have to follow the instructions.

There are shops and kiosks within the airport where travelers can buy a data-plan SIM card. If you prefer to buy one from a specific provider or a more extensive option, you might want to wait until you reach the city center, where there are numerous mobile shops.

WATER

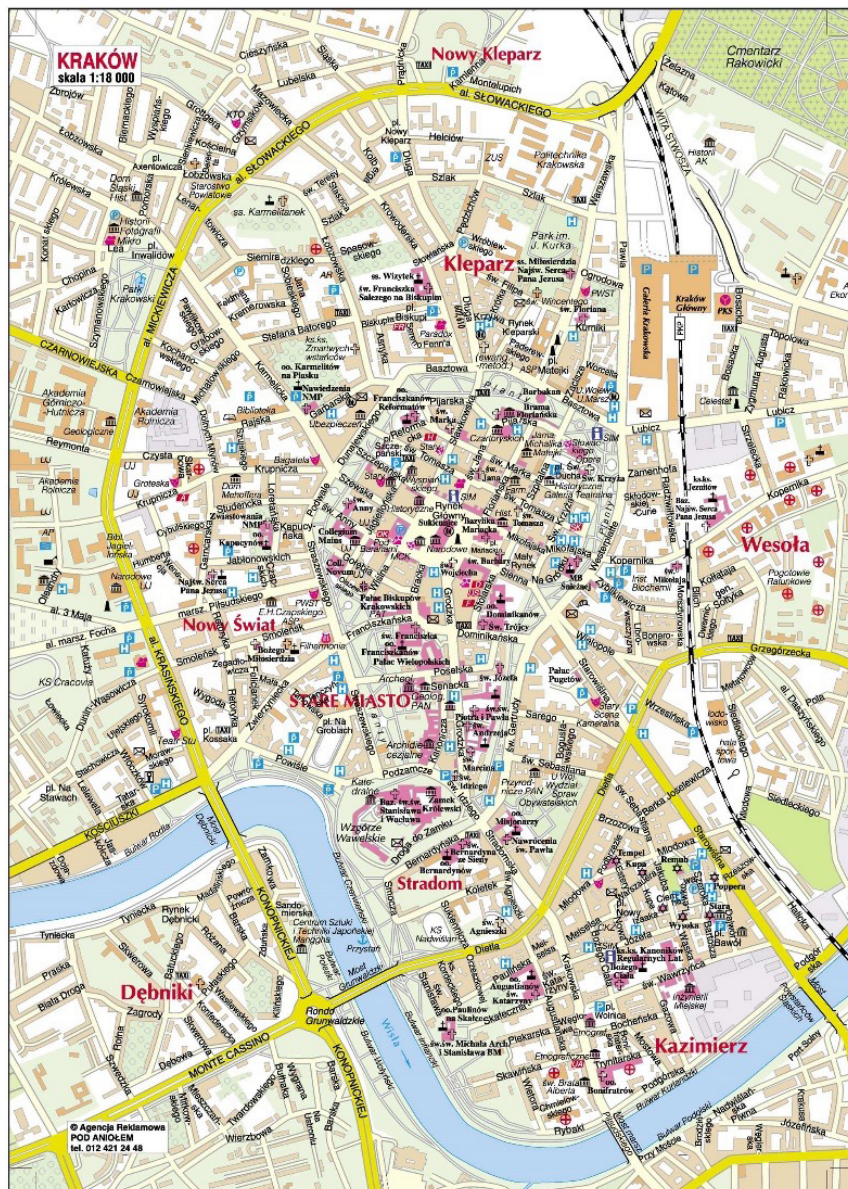
For the convenience of all participants during the Thirteenth Assembly of the LWF in Kraków, water stations will be available at the ICE Congress Centre throughout the day. These water stations will remain open until the last session of the day, ensuring easy access to hydration for everyone.

To support sustainability and reduce waste, we are delighted to provide reusable water bottles to all participants. These bottles can be refilled at the water stations, allowing you to stay hydrated throughout the event.

Additionally, we want to assure all participants that the tap water in Kraków is bacteriologically pure, so boiling it is unnecessary. You can confidently drink tap water without any concerns about its safety.

For those staying at the AGH dormitories, bottled water will also be provided.

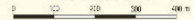
MAPS





PLAN CENTRUM KRAKOWA

skala 1:10 000 scale



TRASY TURYSTYCZNE / TOURIST ROUTES

- Droga Królewska
The Royal Route
- Trasa Uniwersytecka
The University Route
- Trasa św. Stanisława
Saint Stanisław Route
- Trasa Żydowski Złotywek
Jewish Heritage Route
- Krakowski Szlak Świętych
The Route of Cracow Saints

- Ścieżkami Jana Pawła II
In the Footsteps of John Paul II
- obiekt zabytkowy, obiekt użyt. publicznej
site of historic interest, public building
- kościół, synagoga, cerkiew
church, synagogue, orthodox church
- informacja, konsulat
information, consulate
- muzeum, pomnik
museum, monument
- poczta, teatr, kino
post office, theatre, cinema
- szpital, pogotowie ratunkowe, policja
hospital, emergency, police station

- parking, stacja benzynowa
car park, filling station
- cmentarz, cmentarz żydowski
cemetery, Jewish cemetery
- park, ogódek, teren zielony
park, garden, green area
- budynek, teren zabudowany
building, developed area
- ulica, alejka, ścieżka
street, footpath
- linia kolejowa, linia tramwajowa
railway line, tram line

- PUNKT INFORMACJI O MIEŚCIE
TOURIST INFORMATION
ul. Słowackiego 25, w m. Stare Miasto, Kraków
tel. +48 (12) 427 21 13, +48 (12) 427 26 88,
fax +48 (12) 427 50 87 e-mail: ik@krakow.org.pl
- CENTRUM INFORMACJI KULTURALNEJ
CULTURE INFORMATION CENTRE
31-018 Kraków, ul. Św. Jana 2, tel. +48 (12) 421 77 47,
fax +48 (12) 421 77 41 e-mail: kam@cmi.krakow.pl
- URZĄD MIASTA KRAKOWA
MUNICIPALITY OF CRACOW
Biuro Prezydenta i Informacji "Języki Kraków"
City Office, Kraków, ul. Św. Jana 2
www.krakow.pl

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wydawnictwo: Wydawnictwo Compass
tel. 012 638 74 38, www.compass.krakow.pl

ASSEMBLY PLANNING COMMITTEE

- Presiding Bishop Dr Tamás Fabiny, Chairperson (Hungary)
- Ms Colleen Elizabeth Cunningham (South Africa)
- Mr Leon Chau, (Hong Kong, China)
- Rev. Gustavo Gómez (Argentina)
- Rev. Katherine Altenburg (Canada)
- Ms Kadre Arikainen (Estonia)
- Ms Amanda Carlshamre (Sweden)
- Rev. Klaus Rieth (Germany)
- Presiding Bishop Jerzy Samiec (Poland)
- Ms Ewa Sliwka, Poland (Poland)
- Rev. Dr Emma Nangolo (Namibia)

LOCAL ASSEMBLY PLANNING COMMITTEE (POLAND)

- Ms Anna Wrzesińska, Chairperson
- Presiding Bishop Jerzy Samiec
- Bishop Dr Adrian Korczago
- Bishop Dr Marian Niemiec
- Rev. Tymoteusz Bujok
- Ms Agnieszka Godfrejów-Tarnogórska
- Ms Zofia Niemczyk
- Ms Jolanta Palowska

INTERNATIONAL WORSHIP PLANNING COMMITTEE

- Ms Kinga Marjatta Pap, Chairperson (Hungary)
- Bishop Dr Msafiri Mbilu (Tanzania)
- Rev. Michelle Chiu (Hong Kong)
- Dr Carl Petter Opsahl (Norway)
- Mr Uwe Steinmetz (Germany)
- Ms Pauline Roeder Siqueira (Brazil)
- Rev. Brooklynn Lane (Canada)
- Rev. Piotr Sztwiertnia (Poland)

LWF ASSEMBLY OFFICE

- Ms Maryssa Camaddo, Assembly Coordinator
- Ms Magali Bauer, Assembly Assistant
- Ms Jeanne Pierson, Assembly Assistant
- Ms Malgorzata Zachraj, Local Assembly Coordinator
- Mr Mateusz Wozniak, Office Assistant
- Mr Tom Witt, Assembly Worship Coordinator
- Rev. Klaus Rieth, ICE Venue Coordinator
- Ms Tsiry Rakoto, Assembly Communications Assistant

The Assembly is also supported by staff in the LWF Communion Office and by staff of the host church.

LWF extends its gratitude to all those whose contributions have helped make the Assembly possible.



PREVIOUS ASSEMBLIES

- 1947 - The Lutheran Church in the World Today - Lund, Sweden
- 1952 - The Living Word in a Responsible Church - Hanover, Germany
- 1957 - Christ Frees and Unites - Minneapolis, USA
- 1963 - Christ Today - Helsinki, Finland
- 1970 - Sent into the World - Evian, France
- 1977 - In Christ – A New Community - Dar-es-Salaam, Tanzania
- 1984 - In Christ – Hope for the World - Budapest, Hungary
- 1990 - I Have Heard the Cry of My People - Curitiba, Brazil
- 1997 - In Christ – Called to Witness - Hong Kong, China
- 2003 - For the Healing of the World - Winnipeg, Canada
- 2010 - Give Us Today Our Daily Bread - Stuttgart, Germany
- 2017 - Liberated by God's Grace - Windhoek, Namibia



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