

**2017 OSCE-wide Conference on Combating the Threat of Illicit Drugs and
the Diversion of Chemical Precursors**

Nexus between Illicit Drugs, Organized Crime and Terrorism

Vienna, 10-11 July 2017

LOGISTICAL INFORMATION

1. Venue

The meeting will take place in the “**Neuer Saal**” of the Hofburg Congress Centre, Heldenplatz, 1010 Vienna. Interpretation will be provided in all OSCE languages.

2. Media

OSCE Communication and Media Relations Section will provide appropriate media coverage by inviting and informing press.

3. Accreditation

All Participants are kindly requested to fill in **SECTION 1** of the attached registration form and to send it to both elke.lidarik@osce.org and eduard.lokotunin@osce.org, fax: +43-1-531 37 577 as soon as possible but **not later than 23 June 2017**.

A note verbale from delegations in Vienna detailing all participants from delegations in descending order of seniority showing, names, functions and e-mail address should be sent to elke.lidarik@osce.org, fax: +43-1-531 37 577. Those members of OSCE delegations in Vienna who take part in the Conference will have access to the conference area with their regular OSCE badges.

Not permanently accredited delegation members are kindly requested to also fill in **SECTION 2** of the attached registration form.

Badges for not permanently accredited delegation members may be obtained at the accreditation counter located in the Segmentgalerie, first floor (open daily from 8:30 a.m. to 5 p.m. during the Conference) upon presentation of appropriate picture identification.

4. Technical equipment

The Neuer Saal will be equipped with technical facilities for power point presentations. The equipment consists of a large screen, LCD screens, projector, laptop (Microsoft Windows XP, office XP) with remote control, VCR (VHS, S-VHS), mini DV and DVD player, CD-player, and USB-port.

Please note that presenters wishing to test audio/visual equipment may do so one hour prior to each session on all days of the Conference. Contributions from the floor cannot be supported with audio visual equipment.

5. Statements/ Interventions from the floor

For the sake of promoting interactive discussion, formal statements and interventions held in response to speakers are expected to be as concise as possible, not exceeding three minutes.

Interventions should focus on concrete examples, lessons learned and recommendations for follow-up actions directly related to the subject of the session, and omit institutional background information. Delegations, international and regional organizations, as well as NGOs are requested to indicate in the registration form their intention to make short interventions from the floor.

Conference Services invite participants to kindly submit any written contributions that they wish to be distributed to all participants to Conference Services (documents@osce.org) by 30 June 2017. This should not hinder the ad hoc discussion during meetings but contribute to better communication.

It is intended to upload the documents to the OSCE public website (www.osce.org/event). For this purpose every originator should specify when submitting the documents if the document can be considered as OPEN (also for public website) or OSCE+ (participants of the meeting only).

6. Visa

Participants, if required under the Austrian law, are asked to make their own arrangements for securing a visa for entering Austria.

Please be aware that it might take 14 days to get the requested Schengen visa. Therefore applicants are strongly advised to apply for visa well in time.

Please note that it is NOT possible to have your visa issued at the Vienna International Airport upon arrival. Participants must be in possession of the appropriate identity documents for travel to Austria and medical insurance for the full duration of the intended stay.

Further details can be found on the Austrian MFA website www.bmeia.gv.at.

In case OSCE's assistance for your visa application is needed, please send your request with a passport copy by e-mail to Ms. Elke Lidarik (elke.lidarik@osce.org) and copy Ms. Jeni Dimitrova (jeni.dimitrova@osce.org).

7. Transportation

Unless previously agreed with the organizers for sponsorship, participants are kindly requested to make their own travel arrangements, which will not be paid for by the OSCE.

Reaching Vienna Centre from the Airport:

Information on the transfers Vienna Airport – Vienna City can be found on www.viennaairport.com.

Taxis:

Taxis can be found in front of the arrival building of the airport. The fare depends on the destination in Vienna and is approx. € 40.00-50.00.

A pick up at the airport can be booked in advance at a more moderate price from the company C&K (Tel: +43 1 44444 - price: € 33 one-way) or from the company Airport Drivers (Tel: +43 1 22 82 250 – price: € 33)

Trains:

a) City Airport Train (CAT) – to Vienna "Wien-Mitte" – Landstraße/Hauptstraße with access to the Underground (U-Bahn Line 3 and 4) and taxis: www.cityairporttrain.com

Price: €11 one way; €17 return if purchased online.

Schedule: every ½ hours: Airport-Vienna 6/36 min. after every full hour;

Vienna-Airport 6/36 min. after every full hour. Trip: 16 min. non-stop.

b) Schnellbahn_(S7) – to Vienna “Wien-Mitte-Landstraße/Hauptstraße” with direct access to the Underground (U-Bahn Line 3 and 4) and taxis.

<http://www.schnellbahn-wien.at/netz/s7.htm>

Price: €4.40 one way.

Schedule: every ½ hour. Please pay attention to the “direction” (Wolkersdorf, Deutsch Wagram, Wien - Floridsdorf).

Bus Services Vienna Airport Lines (2 lines)

Price €8 one way; €13 return,

Busses go either to Morzinplatz/Schwedenplatz (U-1 and U-4) or to Bahnhof Meidling, Dörfelstrasse (S-Bahn and U-6), (both having access to the Underground). Please check before taking the bus.

Schedule: Airport-Vienna/Schwedenplatz: every 20/50 min. after full hour; Schwedenplatz-Airport: every 00/30 min. after full hour

Trip: 40 min.

www.postbus.at – Tel: +43 (1) 7007-32300

To get around in Vienna

For taxi service within Vienna, please call +43 1 31300 or +43 1 40100

Public transportation information is available at:

<http://www.wienerlinien.at/wl/ep/home.do?tabId=0>

8. Accommodation:

Unless previously agreed with the organizers for sponsorship, participants are kindly requested to make their own hotel arrangements, which will not be paid for by the OSCE. For your convenience, a list of hotels in Vienna is attached.

Practical information about Vienna can be found at <http://www.hotels-austria.com/vienna-info/wien-practrestaurants.htm>.

9. Social event:

An evening reception for all participants organized by the Austrian CiO will take place on 10 July 2017 from 18:00 to 19:30 in a venue near the Hofburg.

10. Points of Contact:

Substantial and Logistical issues:

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Registration and Visa Support

Ms. Elke Lidarik
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