

Launching Event of the OSCE Police Academies Network

Bibliothekssaal, Hofburg, Vienna

29 June 2018

LOGISTICAL INFORMATION

1. Venue

The launching event will take place in the “**Bibliothekssaal**” of the Hofburg Congress Centre, Heldenplatz, 1010 Vienna.

2. Language

The working language of the meeting will be **English**.

3. Technical equipment

The meeting room 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, DVD player, CD-player, and USB-port.

4. 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 fill in **SECTION 2** of the attached registration form (see Annex 1) and send your request with a passport copy by e-mail to **Ms. Elke Lidarik** (elke.lidarik@osce.org).

5. Travel Arrangements and airport 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) or from the company Airport Drivers (Tel: +43 1 22 82 250).

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: €1 one way; €9 return if purchased online.

Price: €2 one way; €21 return if purchased from ticket machine.

Schedule: every ½ hours: Airport-Vienna 9/39 min. after every full hour;

Vienna-Airport 7/37 min. after every full hour. Trip: 16 min. non-stop.

OR

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: €4.80 one way.

Bus Services Vienna Airport Lines (2 lines)

Price €8 one way; €13 return,

Busses go either to Morzinplatz/Schwedenplatz (U-1 and U-4), to Donauzentrum (U-1) or to Wien Westbahnhof via Hauptbahnhof (S-Bahn, U-3 and U-6). Please check before taking the bus.

Schedule: Airport-Vienna/Schwedenplatz: every 45/15 min. after full hour; Schwedenplatz-Airport: every 00/30 min. after full hour

Trip: 20 min. one way

www.postbus.at

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>

6. 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, close to the venue, is attached hereto (Annex 2).

7. Meals

During the event coffee/tea breaks and a luncheon will be provided to all participants.

8. Points of Contact:

Substantial issues:

Mr. Anders Danielsson

Police Affairs Officer, Adviser on Police Reform

TNTD/SPMU

Mobile: +43 676 301 2750

Office: +43 1 514 36 6860

E-mail: anders.danielsson@osce.org

Logistics/Administration:

Ms. Jenni Dimitrova

Mobile: +43 664 884 74 872

Office: +43 1 514 36 6941

E-mail: jeni.dimitrova@osce.org



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29 June 2018

Hofburg, Vienna, Austria

Registration Form

Please submit this form **no later than 20 June 2018** by e-mail to elke.lidarik@osce.org

SECTION 1

Please tick one of the categories below:		
<input type="checkbox"/> Participating State	<input type="checkbox"/> Partner for Co-operation	<input type="checkbox"/> International Organization
<input type="checkbox"/> OSCE Secretariat	<input type="checkbox"/> OSCE Field Operation	<input type="checkbox"/> OSCE Institution
<input type="checkbox"/> Other:		
	<input type="checkbox"/> Mr.	<input type="checkbox"/> Ms. :
First Name: (capital letter)		
Family/Last Name: (capital letter)		
Position/Title:		
Organization		
Department		
Postal Address:		
E-mail		
Phone:	Mobile:	Fax:

SECTION 2

TRAVEL INFORMATION: please indicate below your precise travel schedule			
Travel by:		<input type="checkbox"/> car	<input type="checkbox"/> plane
Arrival to Vienna	Date:	Time:	Flight Number (if applicable):
Departure from Vienna	Date:	Time:	Flight Number (if applicable):

SECTION 3**VISA INFORMATION**

For my visa application, I would require a letter of confirmation of participation				
A copy of relevant page(s) of the passport should be sent to Ms. Elke Lidarik (elke.lidarik@osce.org). Please note that it can take up to 14 days to process, so applications should be lodged as soon as possible.				
Nationality:	Current country of residence:	Date of birth		
		Day	Month	Year
Passport number:	Issued on and by:	Passport type Diplomatic <input type="checkbox"/> Service <input type="checkbox"/> Ordinary <input type="checkbox"/>	Expiry Date	
			Day	Month

HOTELS IN VIENNA CLOSE TO THE VENUE

<i>Name</i>	<i>Address and contact details</i>
Hotel Bristol	Kärntner Ring 1, 1010 Vienna Tel: +43-1-515160 Fax: +43-1-51516-550 www.westin.com/bristol reservations.bristolvienna@westin.com
Hotel Marriott	Parkring 12a, 1010 Vienna Tel: +43-1-515 18-53 Fax: +43-1-515 18 6736 Res.code: OSXC, Pref. number: 036545 vienna.marriott.info@marriotthotels.com
K+K Hotel Maria Theresia	Kirchberggasse 6, 1070 Vienna Tel: +43-1-521 23 135 ; Fax: +43-1-521 23 70 www.kkhotels.com kk.maria.theresia@kuk.at
K+K Palais Hotel****	Rudolfplatz 11, 1010 Vienna Tel: +43-1-533 13 53 ; Fax: +43-1-533 13 53-70 www.kkhotels.com kk.palais.hotel@kuk.at
Hotel am Parkring	Parkring 12, 1010 Vienna Tel: +43-1-514800 ; Fax: +43-1-5148040 www.schickhotels.com/pages/parkring/start_parkring_hotel_e.html
Hotel Mercure Wien Zentrum****	Fleischmarkt 1, 1010 Vienna Tel: +43-1-534 600 ; Fax: +43-1-534 60 232 www.accorhotels.com/mercure_wien_zentrum.htm H0781@accor.com
Hotel Mailbergerhof****	Annagasse 7, 1010 Vienna Tel: +43-1-512 06 41 ; Fax: +43-1-512 06 41 10 www.mailbergerhof.at reception@mailbergerhof.at
Hotel Intercontinental	Johannesgasse 28, 1037 Vienna Tel: 43-1-711 220 Fax: +43-1-713 44 89 / 711 22 62 vienna@interconti.com
Hotel Wandl***	Petersplatz 9, 1010 Vienna Tel: +43-1-534 550 ; Fax: +43-1-534 55 77 www.hotel-wandl.com reservation@hotel-wandl.com
Hotel Post***	Fleischmarkt 24, 1010 Vienna Tel: +43-1-515 83 0 ; Fax: +43-1-515 83 808 www.hotel-post-wien.at
Hotel CAPRICORNO Wien	www.schick-hotels.com capricorno@schick-hotels.com
Hotel STEFANIE Wien	www.schick-hotels.com sabine.pollak@schick-hotels.com
Starlight Suite Hotel	Am Salzgries 12, 1010 Vienna Tel: +43-1-535 92 22

	<p>Fax: +43-1-535 92 22-11 www.starlighthotels.com reservations@starlighthotels.com</p>
Hotel Kärntnerhof***	<p>Grashofgasse 4, 1011 Vienna Tel: +43-1-512 19 23 Fax: +43-1-513 22 28/33 www.karntnerhof.com karntnerhof@netway.at</p>
Hotel Schweizerhof	<p>Bauernmarkt 22, 1010 Vienna Tel: +43-1-533 19 31/32 Fax: +43-1-533 02 14 www.schweizerhof.at office@schweizerhof.at</p>
Suite Hotel	<p>Mariahilfer Straße 32-34, 1070 Vienna Tel: +43-1-521 72-0 Fax: +43-1-521 72-15</p>
NH Wien	<p>Mariahilfer Strasse 32-34, 1070 Vienna Tel: +43 1 52172 165 Fax: +43 1 52172 15 www.nh-hotels.com</p>
Cordial Apartments	<p>Köstlergasse 5, A- 1060 Wien Tel.: +43(0)1 587 43 72 Email: office@cordial-vienna.at www.cordial-appartements.at</p>
Pension (Guesthouse) Pertschy****	<p>Habsburgergasse 5, 1010 Vienna Tel: +43-1-534 49 0 Fax: +43-1-534 49 49 http://www.pertschy.com/ pertschy@pertschy.com</p>
Hotel Congress***	<p>Wiedner Gürtel 34, 1040 Vienna Tel: +43-1-505 55 060</p>
K & T Boardinghouse (Modest)	<p>Mariahilfer Str. 72/18, 1070 Vienna http://www.kaled.at/ Tel: +43-1-523 29 89</p>
Hotel-Pension Haydn	<p>Mariahilfer Strasse 57-59, 1060 Vienna Tel: +43-1-587 4414-0 Fax: +43-1-586 1950 Email: info@haydn-hotel.at http://www.haydn-hotel.at/</p>
Pension Nossek	<p>Graben 17, 1010 Vienna Tel: +43-1-533 70 41 Fax: +43-1-535 36 46 www.pension-nossek.at reservation@pension-nossek.at</p>
Pension-Guesthouse Suzanne***	<p>Bei der Oper, Walfischgasse 4, 1010 Vienna Tel: +43-1-513 25 07 Fax: +43-1-513 25 00 www.pension-suzanne.at info@pension-suzanne.at</p>
Atel Pension/Guesthouse Attachee****	<p>Wiedner Hauptstrasse 71, 1040 Vienna Tel: +43-1-505 18 17</p>

Hotel Papageno	Wiedner Hauptstraße 23-25, 1040 Vienna Tel: +43-1-504 67 44 Fax: +43-1-504 67 44 22 www.hotelpapageno.at reservation@hotelpapageno.at
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