



Organization for Security and Co-operation in Europe

The Secretariat

**Co-ordinator of OSCE Economic and
Environmental Activities**

Vienna, 8 November 2006

Vienna, OSCE Congress Center, 12-13 December 2006

“Expert workshop on the specific problems of land locked countries”

Logistical Modalities

1. VENUE

OSCE Congress Center, Heldenplatz, 1010 Vienna, Room 210, 2nd floor

2. PARTICIPANTS INFORMATION

Experts from various international organizations dealing with issues related to trade facilitation and transportation will be participating.

Working language will be English

3. VISA

Participants, if required under the Austrian law, are asked to make their own arrangements for securing a visa for entry into Austria. Further details can be found on www.bmaa.gv.at. In case a letter of confirmation of participation for visa requirements is needed, please refer to elke.lidarik@osce.org.

4. TRANSPORTATION AND ACCOMMODATION

Participants are kindly requested to make their own travel and accommodation arrangements.

For your convenience, a list of hotels in Vienna is attached hereto (p. 3). The enlisted hotels offer special OSCE rates, please mention OSCE when booking a room.

Information on transfers from Vienna International Airport to the City can be found on www.viennaairport.com

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

5. LOGISTIC FACILITIES AT THE CONFERENCE VENUE

5.1 COMMUNICATION – INTERNET WORKING AREA

Several working areas with IT facilities & Internet access will be available for the participants (lobby in front of the Neuer Saal and in the Cafeteria area, at the Groundfloor/Segmentgalerie and at the 5th floor/ Ratsaal, 5h floor).

Telephones in the meeting area can be used free-of-charge only for local telephone calls within Vienna. Participants will be charged for international phone calls (please contact the document distribution desk).

HOTELS IN VIENNA

Hotel	Address	Tel/Fax (+43-1)
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ROYAL	Singerstraße 3 1010 Vienna	51568-96 51396-98
(7 minutes walking distance)		
KAISERHOF	Frankenberggasse 10 1040 Vienna	505 1701-81 505 8875-88
(15 minutes walking distance)		
TIGRA	Tiefer Graben 14 1010 Vienna	533 96 41 533 96 45
(10 minutes walking distance)		
AMADEUS	Wildpretmarkt 5 1010 Vienna	533 87 38 533 8738/38
(7 min walking distance)		
NOVOTEL AIRPORT		70107-2134 707 32 39
(35 min transport by car or train)		

WANDL	Petersplatz 9 1010 Vienna	Tel: 534 550 Fax: 534 55 77
(5 min walking distance)		
CARLTON OPERA	Schikanedergasse 4 1040 Vienna	Tel: 587 53 020 Fax: 581 25 11
(15 min walking distance)		
ASTRON Suite Hotel	Mariahilferstraße 32-34 1070 Vienna	Tel: 52172-0 Fax: 521 72-15
(15 min walking distance)		
ASTRON Suite Hotel	Mariahilferstraße 78 1070 Vienna	Tel: 52456 000
DREI KRONEN	SchleifmühlgaÙe 25 1040 Vienna	Tel: 587 32 89-0
(15 min walking distance)		
Fax: 587 32 89-11		
AUSTRIA	Wolfengasse 3 1010 Vienna	Tel: 515 23
(10 min walking distance)		
Fax: 515 23-506		
KÄRNTNERHOF	Grashofgasse 4 1011 Vienna	Tel: 512 19 23
(10 min walking distance)		
Fax: 513 22 28/33		

POST Fleischmarkt 24 1010 Vienna
Tel: 515 83/0
(15 min walking distance)
Fax: 515 83/808

SCHWEIZERHOF Bauernmarkt 22 1010 Vienna
Tel: 533 19 31
(10 min walking distance)
Fax: 533 02 14

WIENER STAATSOPER Krugerstraße 11 1010 Vienna
Tel: 513 12 74
(10 min walking distance)
Fax: 513 12 74-15

Pension NOSSEK Graben 17 1010 Vienna
Tel: 533 70 41
(5 min walking distance)
Fax: 535 36 46

CORDIAL Kostlergasse 5 1060 Vienna
Tel: 0676 403 44 80
(15 min walking distance)
Fax: 587 43 72-88

RATHAUS Lange Gasse 13 1080 Vienna
Tel: 406 43 02
(10 min walking distance)
Fax: 408 42 72