



Organization for Security and Co-operation in Europe

Office of the Special Representative and Co-ordinator for Combating Trafficking in Human Beings

TECHNICAL NOTE

ALLIANCE AGAINST TRAFFICKING IN PERSONS

Everyone Has a Role: How to Make a Difference Together

23-24 April, 2018

Vienna, Hofburg

Venue

The 18th High-level *Alliance Against Trafficking in Persons* conference will aim to promote the importance of inclusive partnerships in the fight against trafficking in human beings. It will take place on **Monday, 23rd April (afternoon) and Tuesday, 24th April, 2018** at the OSCE premises in the Hofburg Congress Center, Heldenplatz, A-1600 Vienna.

For more information on access to Vienna and to the conference premises, please see the next page of this technical note.

Please note that access to the OSCE premises is permitted only on presentation of a photo ID card (passport, national ID card or driver's license) in accordance with lists notified in advance (see below).

Registration

Participants are kindly requested to fill out the registration form, specifying their affiliation, and return it by email to Ms. Elke Lidarik, < elke.lidarik@osce.org > no later than **Sunday, 8 April, 2018**. Please note that the registration is only definite upon receipt of a confirmation email from the OSCE.

Language

The meeting will be held in English with simultaneous interpretation from/to English, Italian, Russian, French, German and Spanish.

Visas

Visa support letters can be requested by email to Elke Lidarik < elke.lidarik@osce.org >. Please note that visas will only be granted for the period of the seminar and that your request should be accompanied by a passport copy.

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.

Social media

Active participation in the event is welcomed and encouraged – comments and questions can be sent prior to and during the event via Twitter, @OSCE, and using the hashtag @osce_cthb, #cthb18. Think tanks from the OSCE region are encouraged to follow the discussions and participate via Twitter.

Web streaming

In order to reach a wider audience for the conference, we will also be offering a live web stream of the event on the conference webpage. This webpage can be found under the following address: <https://www.osce.org/event/alliance18>

Documents

Participants who wish to make documents available to participants are requested to send these materials in electronic format to the OSCE Office of the Special Representative and Co-ordinator for Combating Trafficking in Human Beings < info-cthb@osce.org >, by **Sunday, 8 April, 2018**. In addition, photocopiers will be available at the meeting venue for small quantities of materials.

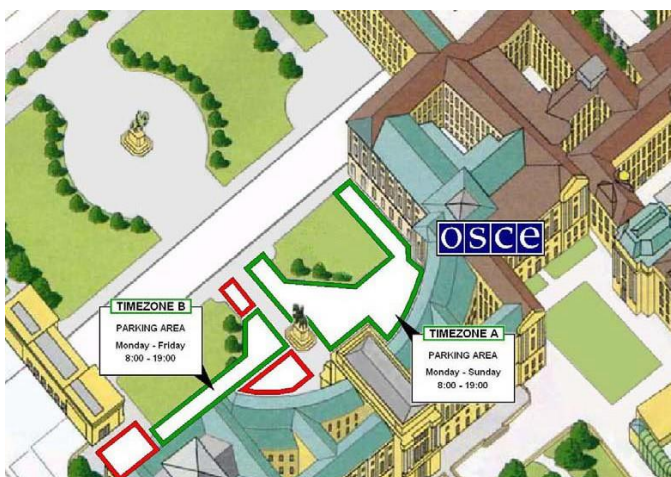
Contact for General Questions

Ms. Jeyran Shafiyeva

Administrative Assistant,
OSR/CTHB
Tel: +43-1-51436 6256
Fax: +43-1-51436 6299
< info-cthb@osce.org >

Conference Venue: OSCE Congress Centre, Hofburg, Heldenplatz, Vienna

This is a short walk from U3 Herrengasse and U3/U1 Stephansplatz. When you reach Heldenplatz, the Congress Centre entrance is to your left (look for the flags).



Reaching Vienna Centre from the Airport:

Further information on the transfers Vienna Airport – Vienna City can be found on <http://www.viennaairport.com>.

Taxis:

A pick up at the airport can be booked in advance at a more moderate price from the companies:

- C&K (Tel: +43 1 44444 - price: € 33 one way)
- Airport Drivers (Tel: +43 1 22 82 250 – price: € 33 one way)
- Airport Taxi Schwechat (Tel: +43 1 707 8888 – price: € 30 one way)

Should you take a taxi from the stands at the airport exit, the price will be the one indicated on the counter plus an additional airport taxi fee (approx. 40-50 euro).

Trains:

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

Price: € 11 one way; € 19 return - Trip: 16 min. non-stop.

Schedule: every ½ hour

OR

b) Schnellbahn (S1, S2 or S7) – to Vienna “Wien-Mitte-Landstraße/Hauptstraße” with direct access to the Underground (U-Bahn Lines 3 and 4) and taxis: <http://www.schnellbahn-wien.at/netz/s7.htm>

Price: € 4.10 one way – Trip: 28 min.

Schedule: every ½ hour

Bus Services Vienna Airport Lines (2 lines):

Price : € 8 one way; € 13 return - Trip: 20-40 min.

Busses go either to Morzinplatz/Schwedenplatz or to Südbahnhof/Westbahnhof (both having access to the Underground). Please check before taking the bus.

Schedule: every ½ hour

<https://www.viennaairportlines.at/en/> – Tel: +43 (1) 7007-32300

Travel Arrangements

Participants are requested to arrange individually for their travel, accommodation, transport, etc. You may find the following list of hotels useful. All costs related to the participation in this event must be covered by the participants or their agencies.

We s t r o n g l y recommend that hotel and travel bookings are made as quickly as possible.

Suggested Hotels in Vienna

Please mention the OSCE when you request and confirm your reservation for possible preferential rates.

Hotel Ibis Wien Mariahilf ***

Mariahilfer Gürtel 22-24

1060 Vienna

Tel: +43 1 599 98

Fax: +43 1 597 9090

H0796@accor.com

Hotel Mercure Wien Zentrum ****

Fleischmarkt 1a

1010 Vienna

Tel: +43 1 534 600

Fax: +43 1 5346 0232

H0781@accor.com

Best Western Hotel Erzherzog Rainer ****

Wiedner Hauptstraße 27-29

1040 Vienna

Tel: +43 1 22 111

Fax: +43 1 22 111 350

rainer@schick-hotels.com

NH Wien City ****

Mariahilfer Straße 32-34

1070 Vienna

Tel: +43 1 521 720

nhwiencity@nh-hotels.com

Hotel Capricorno Wien ****

Schwedenplatz 3-4

1010 Vienna

Tel: +43 1 533 31 040

Fax: +43 1 533 76 714

capricorno@schick-hotels.com

Hotel Royal ****
Singerstraße 3
1010 Vienna
Tel: +43 1 515 68 0
royal@kremslehnerhotels.at

Hotel Graben ****
Dorotheergasse 3
1010 Vienna
Tel: +43 1 512 15 31 0
graben@kremslehnerhotels.at

NH Wien Zentrum ****
Mariahilfer Straße 78
1070 Vienna
Tel: +43 1 524 5600
nhcollectionwienzentrum@nh-hotels.com

Hotel Marriott Vienna *****
Parkring 12a
1010 Vienna
Tel: +43 1 515 18 0
Fax: +43 1 515 18 6736
vienna.marriott.info@marriott.com

Sofitel Vienna Stephansdom *****
Praterstraße 1
1020 Vienna
Tel: +43 1 906 160
Fax: +43 1 906 162 000
H6599@sofitel.com

Shipments

Shipments of materials for distribution, in particular those sent from outside the EU, **may be delayed by Customs**. Therefore, please e-mail or fax full details (AWB, proforma invoice with details of contents etc.) to the OSCE Office of the Special Representative and Co-ordinator for Combating Trafficking in Human Beings (info-cthb@osce.org) as soon as the shipment is ready for dispatch so that customs clearance, if required, may be requested in advance. This applies whether the parcel is sent by postal services or by courier.

As the OSCE Congress Centre is unable to hold materials for more than several days prior to events, shipments will only be accepted **between Monday, 16 April, 2018 and Friday, 20 April, 2018**. They should be addressed as follows:

OSCE Vienna
Documents Distribution
Ref: Alliance against Trafficking in Persons conference / 23-24 April 2018
(Neuer Saal) Kongresszentrum Hofburg, Heldenplatz
1010 Vienna
Austria

Please note that if you have not notified the OSCE Office of the Special Representative and Co-ordinator for Combating Trafficking in Human Beings (info-cthb@osce.org) in advance of your shipment (content and size), it will be returned to you by the OSCE Congress Centre.