

## COMMISSION ON CRIME PREVENTION AND CRIMINAL JUSTICE

### **Eighteenth session**

Vienna, 16 to 24 April 2009

### **PRELIMINARY INFORMATION FOR PARTICIPANTS**

#### **Opening date and place of the session**

1. The eighteenth session of the Commission on Crime Prevention and Criminal Justice will be held at the Vienna International Centre (VIC), Wagramer Strasse 5, 1220 Vienna. The session will open on Thursday, 16 April 2009, at 10:00 hrs. in the Board Room, fourth floor of Building C. The Committee of the Whole of the Commission will begin its work on Thursday, 16 April 2008 at 15:00 hrs. in Conference Room III, seventh floor of Building C.

#### **List of participants**

2. The names of participants communicated to the Secretariat by Wednesday, 15 April 2009 at 12:00 hrs. at the latest will be included in the preliminary provisional list of participants. Governments are accordingly requested to communicate the necessary information in good time. The preliminary list of participants at the eighteenth session of the Commission on Crime Prevention and Criminal Justice will be issued on 17 April 2008.

#### **Registration of delegations and identification badges**

3. The name and e-mail address (if available) of conference participants should be sent to the Secretariat of the Commission on Crime Prevention and Criminal Justice as soon as possible:

Policy Support Section  
United Nations Office on Drugs and Crime  
P.O. Box 500  
A-1400 Vienna, Austria  
Fax: (+43 1) 26060-5885  
E-mail: [pss@unodc.org](mailto:pss@unodc.org)

4. Providing an individual e-mail address will ensure that an automatic e-mail response confirming the registration is sent to the conference participant. The automatic e-mail response will also contain a link where the conference participant may upload a photograph (JPG-format). Only if both requirements are met (provision of an e-mail address and uploading of a photograph) can an access card be pre-printed and made available for pick-up at Gate 1 of the Vienna International Centre. Conference participants who are not able to avail themselves of this facility will need to proceed to the Conference registration desk at Gate 1 prior to issuance of an access cards.

5. As part of the security arrangements, participants are required to present their invitation or

official communication identifying them as conference participants, together with their passport.

6. Access cards must be worn visibly at all times in the Vienna International Centre. All persons and their bags and briefcases will be screened at the entrance to the Centre.

7. Registration will take place in the Pass Office at Gate 1 of the Vienna International Center as of Tuesday, 14 April 2009, from 08:00 hrs. to 16:00 hrs. From this date onwards, also pre-printed access cards can be picked up by Permanent Missions for their delegations.

### **Security**

8. For security reasons, conference participants are requested not to leave any luggage/briefcases/laptops unattended.

### **Documents**

9. During the session, documents may be collected from the documents distribution counter, fourth floor of Building C, where each Government delegation will be provided with a distribution box for documents and the Journal. The Journal will set forth the daily programme and other information related to the conduct of the session. Only one copy of pre-session documents will be provided per delegate. Participants are therefore requested to keep their set of documents throughout the session.

### **Photocopying services**

10. The Secretariat is not in a position to provide photocopying services for delegations. Photocopies can be made at a coin-operated photocopying machine located on the 7th floor of the C-Building, opposite to Conference Room III, at a cost of 8 cents per page.

### **Statements**

11. Delegates wishing to make statements are requested to supply in advance one copy of their statement to the Secretary of the Commission. A minimum of 200 copies should be provided to the Secretariat by delegates who wish to have their statements distributed to States and organizations.

### **Postal services**

12. A post office located at the VIC, Building F, Container L-1 (ext. 4986) provides all regular postal services, including cable, fax and telephone services, Monday through Friday from 08:00 hrs. to 18:00 hrs.. Cash transactions are available from 08:00 hrs. to 17:00 hrs.

### **Banks**

13. Bank Austria-Creditanstalt has a branch providing full banking services at the entrance level of Building D of the Vienna International Centre. The office hours are Monday, Tuesday, Wednesday and Friday from 09:00 hrs. to 15:00 hrs. and Thursday from 09:00 hrs. to 17:30 hrs.

### **Medical services**

14. Medical attention is available from the clinic operated by the Joint Medical Services located on the seventh floor of the Building F, (extension 22224 and, for emergencies 22222). The clinic is open from 08:30 hrs. to 12:00 hrs. and from 14:00 hrs. to 16:30 hrs., except on Thursdays when it is open from 08:30 hrs. to 12:00 hrs. and from 14:00 hrs. to 15:00 hrs. For emergency assistance at other times, please contact the Central Security Office, F0E21, ext. 3903.

### **Catering services**

15. A cafeteria, a restaurant and a bar are located in Building F, on the entrance level. The restaurant (table reservation recommended, ext. 4877) is open from 11:30 hrs. to 14:30 hrs. The cafeteria is open from 07:30 hrs. to 10:00 hrs. and from 11:30 hrs. to 14:30 hrs.. The coffee counter in the cafeteria is open from 08:00 hrs. to 10:00 hrs. and from 11:30 hrs. to 15:30 hrs. The coffee counters in C04 and C07 are open from 09:00 hrs. to 16:30 hrs. In addition to the above services, private luncheons and receptions at the Vienna International Centre can be arranged at the WIWAG catering operations office, room F-184C, extension 4875.

### **Travel services**

16. American Express (C0E01) and Carlson Wagonlit Travel Agency (F0E11) are at the disposal of participants requiring assistance with such matters as travel, sightseeing, car rental and excursions. The office hours are Monday through Friday from 08:30 hrs. to 17:00 hrs.

### **Commissary privileges**

17. Commissary passes will be issued upon completion of registration formalities to the following participants:

- (i) Heads of Government delegations;
- (ii) Professional staff members of specialized agencies;
- (iii) All staff members of the United Nations assigned to the Commission from duty stations other than Vienna.

### **Access to the VIC**

18. All conference Participants must enter the Vienna International Centre via Gate 1 and pass through the security screening facility.

19. No taxis may enter the Vienna International Centre. Participants arriving by taxi must be dropped off in the side lane (Nebenfahrbahn) of the Wagramer Strasse. Participants coming by "U-Bahn" should take line U1 to "Kaisermühlen-Vienna International Center", and follow the signs to the Vienna International Centre. For holders of red parking stickers, such as permanent missions cars, Gate 2 can be used. Gate 2 is open from 07:30 hrs. to 19:00 hrs.

### **Parking facilities**

20. There are no parking facilities for Conference participants (except for Permanent Mission delegates in possession of a valid VIC parking permit).

### **Airport Bus and City Airport Train**

21. An airport bus service operates from Vienna International Airport to Morzinplatz (metro U1/U4 Schwedenplatz) at a cost of Euro 6 including luggage. Journey time is approximately 20 minutes. Buses from the Airport run every 30 minutes from 06:20 to 00:20 and from Morzinplatz every 30 minutes from 05:00 to 23:30.

22. There is also a daily bus service between the Vienna International Centre (Gate 1/U1) and the Vienna International Airport at a cost of Euro 6 for a one-way ticket and Euro 11 for a round-trip-ticket. Buses from the Airport run from 07:10 to 20:10 every hour and from the Vienna International Centre from 06:00 to 19:00 every hour. Journey time is approximately 30 minutes.

23. The City Airport Train (CAT) takes passengers in 16 minutes non-stop from the City Air Terminal (Wien Mitte) to the Vienna International Airport. Daily service is provided from the Airport every 30 minutes from 06:05 to 23:35 and from Wien Mitte every 30 minutes from 05:38 to 23:08. The price for a single ticket is Euro 9 and for a return ticket Euro 16.

### **Reservation of hotel rooms**

24. The Secretariat regrets that it is not able to assist participants to make hotel reservations. It is suggested that participants reserve hotel rooms through their diplomatic missions or through travel agencies.

25. Participants who arrive in Vienna without a hotel reservation can arrange hotel accommodation at the Vienna Tourist Service at Vienna International Airport located next to the information desk in the arrivals area. The Vienna Tourist Service is open from 6.00 a.m. to 11 p.m. daily.

### **Visas**

26. Participants who require a visa must contact the competent diplomatic or consular authorities of Austria and apply for a Schengen short-stay (C) visa at least three weeks prior to their intended date of arrival in Austria. In countries where Austria does not have a diplomatic or consular representation, visa applications can be submitted to the consular authority of a State party to the Schengen Agreement acting on behalf of Austria in the country concerned.

### **Use of mobile phones and laptops**

27. Delegates are kindly requested to keep their cellular telephones switched off inside conference rooms, as they cause radio frequency interference in the sound system, adversely affecting the quality sound of interpretation.

28. The use of laptops in conference rooms causes similar problems. Delegates are kindly requested not to use laptops next to open microphones.

## Composition of the Commission on Crime Prevention and Criminal Justice as of 1 January 2009

The names of the members elected or re-elected by the Economic and Social Council at its resumed organizational session on 29 April 2008 are underlined. The three-year term of office expires on 31 December of the given year.

### Members

1	<u>Algeria</u>	2011
2	Argentina	2009
3	<u>Austria</u>	2011
4	<u>Belgium</u>	2011
5	Brazil	2009
6	Cameroon	2009
7	Canada	2009
8	<u>China</u>	2011
9	Colombia	2009
10	<u>Comoros</u>	2011
11	<u>Cuba</u>	2011
12	<u>Democratic Republic of Congo*</u>	2011
13	El Salvador	2011
14	<u>Germany</u>	2011
15	<u>Ghana</u>	2011
16	Guatemala	2009
17	India	2009
18	Indonesia	2009
19	Iran (Islamic Republic of)	2009
20	Jamaica	2009
21	<u>Japan</u>	2011
22	<u>Kenya</u>	2011
23	<u>Lesotho</u>	2011
24	<u>Libyan Arab Jamahiriya</u>	2011
25	Nigeria	2009
26	<u>Republic of Korea</u>	2011
27	Republic of Moldova	2009
28	<u>Romania</u>	2011
29	<u>Russian Federation</u>	2011
30	Saudi Arabia	2009
31	Sierra Leone	2009
32	South Africa	2009
33	<u>Sudan</u>	2011
34	<u>Thailand</u>	2011
35	Turkey	2009
36	Ukraine	2009
37	United Arab Emirates	2009
38	United Kingdom of Great Britain and Northern Ireland	2009
39	United States of America	2009
40	<u>Uruguay</u>	2011

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\* Elected at 32<sup>nd</sup> plenary meeting on 16 July 2008.