



Reference: CU 2008/76

**INFORMATION CIRCULAR**

Information for Permanent Missions to the United Nations  
(Vienna and New York)  
and International Organizations

The United Nations Office on Drugs and Crime presents its compliments to permanent missions and permanent observer missions to the United Nations (Vienna and New York) as well as international organizations and has the honour to draw attention to General Assembly resolution 55/25 of 15 November 2000 on the United Nations Convention against Transnational Organized Crime.

The United Nations Convention against Transnational Organized Crime entered into force on 29 September 2003. Pursuant to article 32 of the Convention, a Conference of the Parties to the Convention has been established to improve the capacity of States Parties to combat transnational organized crime and to promote and review the implementation of the Convention.

The secretariat wishes to remind the Government in relation to the fourth session of the Conference of the Parties to the United Nations Convention against Transnational Organized Crime, which will be held in Vienna from 8 to 17 October 2008, that **documentation** including the annotated provisional agenda and the proposed organization of work, as well as an information note for participants, will be electronically available in all the official United Nations languages on the United Nations Office on Drugs and Crime website at the following address: <http://www.unodc.org/unodc/en/treaties/CTOC/CTOC-COP-session4.html>

As part of the secretariat's efforts to reduce expenditure and support endeavours to limit environmental impact through the digitization of conference materials and publications, pre-session documents will be available at the conference venue in limited number. Each delegation will receive a single, complete set of the documents in the language of its choice. **Delegates are therefore kindly requested to bring their own copies of the pre-session documents to the meeting.**

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Memory sticks containing pre-session documentation and publications related to the Conference will be distributed to participants at the documents distribution counter upon presentation of their badges. At the documents distribution counter, each delegation will be assigned an individual box in which documents issued during the session will be placed.

Moreover, it would be appreciated if **the credentials** of representatives of each State Party and the names of the persons constituting the State Party's delegation could be sent directly to the United Nations Office on Drugs and Crime, P.O. Box 500, 1400 Vienna, Austria, Fax: +43-1 26060 75278; tel.: +43-1 26060 5278 or an advanced scanned copy to email: untoc.cop@unodc.org.

Governments pre-registering should ensure that the information on the composition of their delegation includes the **individual e-mail addresses**. Providing the individual e-mail addresses will ensure that representatives receive an automatic e-mail response confirming their registration. The automatic e-mail response will also contain a link where participants may upload a photograph. Please note that **only if both requirements are met (provision of e-mail address and uploading of a photograph) can badges be pre-printed** and made available to be picked up at the Vienna International Centre, Security Gate 1. **The cut-off date for uploading photos is 30 September 2008**. Delegates who do not complete the pre-registration procedure will need to follow the normal procedure of having a photograph taken and badges issued upon their arrival at the Vienna International Centre.

15 July 2008

