



UNITED NATIONS
Office on Drugs and Crime

**Open-Ended Workshop on International
Cooperation Between Public International Organizations and States Parties on The Issue of
Bribery of Officials of Public International Organizations**

Vienna, Austria, 28-29 January 2009

INFORMATION NOTE FOR PARTICIPANTS

Place, date and time:

The Workshop will be held at the United Nations Office in Vienna, Vienna International Centre, Wagramer Strasse 5, 1220 Vienna, in Conference Room III (C07), from 28-29 January 2009, beginning at 10:00 a.m.

Secretariat contact details:

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Registration:

Participants may register for the Workshop at the Registration Desk located in Gate 1 where all meeting passes will be issued an hour before the opening of the meeting.

In order to shorten or eliminate the waiting time of delegates coming to have their photos taken and badges issued the Government is encouraged, when submitting the composition of its delegation to include their representative's individual email addresses thus enabling the Office to pre-print badges. The provision of email addresses would ensure that each representative would receive an automatic email response confirming their registration. The automatic email response will also contain a link which will enable the participant to upload his/her photo. Please note that only if both requirements are met (provision of email address and uploading of photo) can badges be pre-printed and be available for pick-up at the Registration Desk. Representatives who do not wish to avail themselves of this feature at this time will need to follow the normal procedure of photo taking and issuance of badges.

Transportation:

Participants are expected to arrange their own transportation to and from the Airport and the Vienna International Centre.

Visas:

Participants who require a visa for entry in Austria can secure their visas at the nearest Austrian diplomatic or consular office, or any diplomatic or consular authority of any State participating in the Schengen Agreement and acting on behalf of Austria. (Belgium, Germany, France, Italy, Luxembourg, Netherlands, Portugal, Spain and Greece).

Hotel:

Participants are requested to make their own hotel arrangements or contact their Permanent Missions in Vienna for assistance.

Documentation:

Documentation will be electronically available in all the official United Nations languages at the Internet Page of the United Nations Office on Drugs and Crime, and could be accessed through the following address:

<http://www.unodc.org/unodc/en/treaties/CAC/bribery-of-officials-of-public-international-organizations.html>

Post, telephone, telegrams and telefax

A post office on the first floor of building C of the VIC provides all regular postal services. Facsimiles and long distance calls can only be transmitted and made from the Post Office or from coin-operated booths.

First aid

Medical attention is available from the clinic operated by the Joint Medical Service, F building, 7th floor (extension 22223 or 22225).

Banks

Bank services are provided by the Bank Austria Creditanstalt-Bankverein (first floor of building C of the VIC or at the entrance level of building D). Both branches are open Monday, Tuesday, Wednesday and Friday from 9:00 a.m. to 3:00 p.m. and on Thursday from 9:00 a.m. to 5:30 p.m.

Catering services

Catering services (F building, entrance level):

Cafeteria:

Serves breakfast and lunch from 8.00 to 10:00 a.m. and 11:30 a.m. to 2:30 p.m.

Restaurant:

11:30 a.m. to 3:00 p.m.

Coffee corner:

(C07 & C04): 9:00 a.m. to 4:00 p.m.

Bar:

4:30 to 8:00 p.m.