



## Organization for Security and Co-operation in Europe

**Office of the Secretary General**

*Section for External Co-operation*

**Vienna, 6 February 2013**

**To:** Delegations of the OSCE participating States  
Asian Partners for Co-operation  
Mediterranean Partners for Co-operation  
International Organizations invited to participate in the Conference

**Subject:** Practical arrangements, registration form –  
2013 OSCE–Australia Conference on *Improving the Security of Women and Girls*, to be held in Adelaide, Australia, 18–19 March 2013

### **I. PRACTICAL ARRANGEMENTS**

With reference to the Permanent Council Decision No. 1071 of 20 December 2012, the Section for External Co-operation would like to inform participants regarding the following practical arrangements for the 2013 OSCE–Australia Conference on Improving the Security of Women and Girls, co-hosted by the Australian Government and the Organization for Security and Co-operation in Europe (OSCE), to be held on 18–19 March 2013 in Adelaide, Australia.

#### **I.1 Venue**

The Conference will be held at the Adelaide Convention Centre, Adelaide

Address: North Terrace, Adelaide SA 5000, Australia

Tel: +61 8 8212 4099

Fax: +61 8 8212 5101

Website: <http://www.adelaidecc.com.au/>

#### **I.2 Registration of Participants in the Conference**

All participants are to register for Conference using the registration form available on <http://www.osce.org/ec/98417>

The same form serves also for registration in the Academic Seminar on *Building Confidence in Times of Structural Change*, organized by the Flinders University on 19 March p.m. and in the cultural programme offered by courtesy of the Government of the State of South Australia, to take place on 20 March 2013. Information on both events is available under chapter III and IV of this document.

The duly completed form should reach the OSCE Secretariat [pm-ext-coop@osce.org](mailto:pm-ext-coop@osce.org) by **4 March 2013**.

Participants representing Embassies or Consulates in Australia are also requested to comply with this requirement.

### **I.3 Hotel reservation**

Block reservations have been made at InterContinental Adelaide

Tel: +61 8 8238 2400

e-mail: [reservations.adelaide@ihg.com](mailto:reservations.adelaide@ihg.com)

Interested participants are requested to make their reservations online:

<https://resweb.passkey.com/go/OSCE>

Participants will be responsible for their own accommodation costs and incidentals occurring during their stay. The room rates are A\$199–\$279. The hotel has advised that delegates should book their accommodation no later than 18 February 2013.

## **II. TRAVEL**

### **II.1 Visa Requirements**

Participants are kindly requested to make their own visa arrangements prior to their arrival. All visitors to Australia, regardless of what type of passport they hold (i.e. personal, government or diplomatic), must have a valid visa. Australia does not issue visas on arrival (with two exceptions—New Zealand and Norfolk Island). For the 2013 OSCE Asian Partners Conference, delegates should seek one of three types of visa: Electronic Travel Authority (ETA), eVisitor visa or Business (Short Stay) Visa.

If delegates book their flights to Australia through a travel agent, they are encouraged to seek an ETA through their travel agent (details below). If delegates book through flights separately (e.g. online), they are encouraged to apply for an eVisitor visa. Delegates from countries not eligible for either an ETA or eVisitor visa must apply for a Business (Short Stay) Visa.

#### ***Electronic Travel Authority (ETA)***

Delegates from the following countries are eligible to apply for an Electronic Travel Authority (ETA):

Andorra	Ireland	Republic of San Marino
Austria	Italy	South Korea
Belgium	Japan	Spain
Canada	Liechtenstein	Sweden
Denmark	Luxembourg	Switzerland
Finland	Malta	United Kingdom - British Citizen
France	Monaco	United Kingdom - British National (Overseas)
Germany	The Netherlands	United States of America
Greece	Norway	Vatican City
Iceland	Portugal	

ETAs can be applied for through a travel agent, airline, specialist service provider or Australian visa office outside Australia. For a business event (such as the OSCE Asian Partners Conference), the most appropriate ETA is the ETA (Business Entrant) (Subclass 977). Travel agencies, airlines or specialist service providers may choose to impose a fee to arrange an ETA on your behalf. For further information on the Business ETA see:

[www.immi.gov.au/skilled/business/956-977/](http://www.immi.gov.au/skilled/business/956-977/)

## ***eVisitor visas***

Delegates from the following countries may apply for an eVisitor visa online:

Andorra	France	Lithuania	Republic of San Marino
Austria	Germany	Luxembourg	Slovak Republic
Belgium	Greece	Malta	Slovenia
Bulgaria	Hungary	Monaco	Spain
Cyprus	Iceland	The Netherlands	Sweden
Czech Republic	Ireland	Norway	Switzerland
Denmark	Italy	Poland	United Kingdom
Estonia	Latvia	Portugal	Vatican City
Finland	Liechtenstein	Romania	

For a business event (such as the OSCE Asian Partners Conference), the most appropriate eVisitor visa to apply for is the eVisitor (Business Stream) visa. To apply for an eVisitor visa, see: [www.immi.gov.au/e\\_visa/evisitor.htm](http://www.immi.gov.au/e_visa/evisitor.htm). eVisitor applications are free, there is no application charge or service fee. To find out more information about eVisitor visa, see: <http://www.immi.gov.au/visitors/tourist/evisitor/>

## ***Business (Short Stay) Visa***

Delegates from countries not listed above must apply for a paper-based Business (Short Stay) visa (Subclass 456). Applications must be lodged at an appropriate Australian High Commission, Embassy or Consulate (i.e. applications cannot be lodged online). These visas take some time to process—applicants are encouraged to apply for a visa as soon as possible. For your nearest High Commission, Embassy or Consulate, see: <http://www.immi.gov.au/contacts/overseas/>. For an application form for a Business (Short Stay) visa (Subclass 456), see: [www.immi.gov.au/allforms/pdf/456.pdf](http://www.immi.gov.au/allforms/pdf/456.pdf). The visa application charge for the Business (Short Stay) visa is A\$140. Payment must be in the currency accepted by the Australian High Commission, Embassy or Consulate, where the application is being lodged. Please note that the visa application charge for the Business (Short Stay) visa can be waived for delegates who are acting as representatives for a foreign government. For more information on this visa, see: [www.immi.gov.au/skilled/business/456/](http://www.immi.gov.au/skilled/business/456/).

### ***Things to consider before lodging an application***

All visa applicants must be assessed against Australia's health and character requirements. These requirements are designed to protect the safety and security of the Australian community.

### ***Health requirements***

As part of the visa application process you may be required to undertake a medical examination, chest x-ray and/or other health checks. The Department of Immigration and Citizenship will advise you of the applicable health checks (if any), based on your individual circumstances. Information on which health checks may apply to you is available on the website. See: [www.immi.gov.au/allforms/pdf/1163i.pdf](http://www.immi.gov.au/allforms/pdf/1163i.pdf).

### ***Character requirements***

As part of the visa application process, you must show that you are of good character to pass Australia's character test. Information on the character test is available on the website. See: [www.immi.gov.au/media/fact-sheets/79character.htm](http://www.immi.gov.au/media/fact-sheets/79character.htm).

## **II.2 Travel arrangements**

Participants are responsible for making their own travel arrangements.

Adelaide Airport is an international airport, with direct flights from Dubai, Hong Kong, Kuala Lumpur and Singapore as well as from all major Australian cities.

## **II.3 Transport between airport and hotel**

Travel time between Adelaide Airport and Adelaide InterContinental is approximately 15 minutes. Delegates will need to make their own way to the hotel. Taxi fare from Adelaide Airport to Adelaide InterContinental is approximately A\$20.

## **III. HOSPITALITY**

### **III.1 Welcome Dinner**

The Australian Department of Foreign Affairs and Trade invites all participants to a dinner on 18 March 2013, from 18:30 to 22:00 at the National Wine Education and Training Centre which is situated on the edge of Adelaide's Botanic Gardens. The National Wine Centre is located on the corner of Botanic and Hackney Roads, Adelaide. Transport will be provided.

### **III.2 Cultural Programme**

The additional programme for conference delegates is being arranged by courtesy of the Government of the State of South Australia. This programme will provide an opportunity to become acquainted with one of the most important regions on the vast Australian continent. South Australia is rich in food and mineral and energy resources and it will play an increasingly important role in contributing energy security regionally and globally. South Australia is recognised globally for its premium food, beverages and culinary-tourism.

The programme will include a visit to the Cleland Wildlife Park, situated in the Adelaide Hills, where wildlife conservation and close contact with Australia's unique fauna come together. Following this experience, delegates will be welcomed at Serafino Wine Estate and Resort Complex in the heart of the famous McLaren Vale wine-producing region. Here delegates will have the opportunity to enjoy South Australia's premium food and wine specialities in a picturesque Australian bushland setting, and to take part in a structured wine tasting of Serafino Wines. A special guest speaker will complete the day's programme.

## **IV. ACADEMIC SEMINAR**

On the afternoon of 19 March (after the conclusion of the 2013 OSCE-Australia Conference), a half-day academic seminar will take place in the same venue as the Conference. It will focus on the growing strategic similarities and links between European security as defined in the OSCE context and Asia as defined by the membership of the ASEAN Regional Forum. This overall theme will help situate the OSCE-Australia Conference in the current debates about regional security community development and confidence building in Asia and provide useful insights for future OSCE Asia Partners Conferences and broader Europe-Asia security exchanges. Speakers will include OSCE officials and regional academics. All Conference participants are encouraged to attend.

## **V. GENERAL INFORMATION**

### **V.1. Attire**

While business attire is required for the conference, it is recommended that participants bring smart casual wear for the cultural programme on 20 March 2013.

### **V.2 Documents reproduction and distribution**

All conference documents for reproduction and distribution should be submitted to: [documents@osce.org](mailto:documents@osce.org)

### **V.3 Media Coverage**

Representative of the local media will be present to cover the Opening and Closing Sessions of the Conference.

### **V.4 Exchange rate (as of 1 February 2013)**

EUR 1 = AUD 1.3132

AUD 1 = EUR 0.7615

### **V.5 Weather conditions**

The temperature during the month of March in Adelaide may range between 14°C / 57°F and 25°C / 77°F.

### **V.6 Time difference**

Time difference between Vienna and Adelaide is currently UTC/GMT +10:30 hours

## **VI. POINTS OF CONTACT**

### **Australian Department of Foreign Affairs and Trade**

Mr Alex Brooking, State Director, South Australia State Office

Tel: +61 8 8403 4850, Mobile: +61 407 796 239; Fax: +61 8 8403 4873

E-mail: [alex.brooking@dfat.gov.au](mailto:alex.brooking@dfat.gov.au)

### **OSCE Secretariat:**

Ms Aldona Szymanski, Senior External Co-operation Assistant

Tel: +43-1-514 36 – 6190, Mobile: +43-664 859 09 59; Fax: +43-1-514 36 – 6250

E-mail: [aldona.szymanski@osce.org](mailto:aldona.szymanski@osce.org) or [pm-ext-coop@osce.org](mailto:pm-ext-coop@osce.org)



**2013 OSCE-Australia Conference on Improving the Security of Women and Girls**  
**Adelaide, Australia, 18 - 19 March 2013**  
**Registration Form**

*Please complete in capital letters*

<i>State / Institution:</i>	

<i>Family Name:</i> Ms. <input type="checkbox"/> Mr. <input type="checkbox"/>	<i>Given Names:</i>

<i>Title / Position as to appear on the list of participants:</i>

Nationality	Current country of residence	Date of birth		
		Day	Month	Year

Passport number	Country of issue	Passport type			Expiry date		
		Diplomatic	National	Other	Day	Month	Year
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

<i>The request for the Australian visa will be submitted:</i>	
online <input type="checkbox"/> ; through my travel agent <input type="checkbox"/> ; at the Australian diplomatic mission in Vienna <input type="checkbox"/> ; in _____ (country)	

<i>Mobile No. with all prefixes, including national code:</i>	<i>E-mail address:</i>
	@
<i>Fax No. with all prefixes, including national code:</i>	<i>Contact details at home in the event of an emergency:</i>

Arrival		Flight #:	Departure		Flight #:
<i>Date:</i>	March 2013	<i>Time:</i>	<i>Date:</i>	March 2013	<i>Time:</i>

<i>Participation in the academic seminar organized by the Flinders University</i>	
<i>I will participate</i> <input type="checkbox"/>	<i>I will not participate</i> <input type="checkbox"/>

<i>Participation in the cultural programme hosted by the Government of South Australia</i>		
<i>I will participate alone</i> <input type="checkbox"/>	<i>I will participate and will be accompanied</i> <input type="checkbox"/>	<i>I will not participate</i> <input type="checkbox"/>

<i>Do you have any special dietary requirements?</i>	
No <input type="checkbox"/>	Yes <input type="checkbox"/> Details:

<i>During the Conference, I will stay at the Intercontinental Hotel</i> <input type="checkbox"/>	
<i>Alternatively, I can be reached under the following address / tel. / fax #:</i>	

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Please submit this form **not later than 4 March 2013** by fax or e-mail

Fax: + 4 3 - 1 5 1 4 3 6 - 6 2 5 0      e-mail: [pm-ext-coop@osce.org](mailto:pm-ext-coop@osce.org)