



**HUMAN DIMENSION
S E M I N A R**

THE 2012 HUMAN DIMENSION SEMINAR

Rule of Law Framework for Combating Trafficking in Human Beings

WARSAW, 14 – 16 May 2012

T E C H N I C A L I N F O R M A T I O N

1. The Seminar will be held in the hotel Novotel Warszawa Centrum in Warsaw. The hotel is located in the centre of Warsaw and has the following address:

Hotel Novotel Warszawa Centrum
Marszałkowska 94/98
00-510 Warsaw, Poland

The participants will have at their disposal a Conference Room for Plenary and Working Group Meetings as well as several smaller rooms for informal consultations.

2. The meeting will be interpreted into the six official OSCE languages: English, Russian, Spanish, Italian, French, and German.

3. Delegations of the OSCE participating States will be provided with necessary facilities for the display and distribution of relevant publications, documents, and information materials.

4. Participants will have equal access to the list of speakers during the Working Sessions of the Seminar. The delegations of the participating States will be able to exercise their right of reply throughout the Seminar.

5. Any participant wishing to distribute documents during the HD Seminar will have this possibility only through the Documents Distribution System (DDS). All documents submitted for distribution during the Seminar will be scanned, uploaded to the system and available electronically at the venue through a number of computer terminals. Participants will have the possibility to request printed copies or send documents by e-mail. Additionally, documents distributed through the DDS can be sent to the OSCE Website. Limited photocopying facilities at the site of the Seminar will also be available.

6. Side events may be held in the course of the three days. Additional information on the content and objectives of any side event, as well as timing and duration, is available on the website of the Seminar.

7. Participants are kindly requested to contact the Seminar's Registration at the Novotel Centrum hotel before the opening Plenary Session. The Registration will be working

during the Seminar days from 8 a.m. to 6 p.m. Advanced registration is recommended in order to avoid delays in issuing the Seminar badges and materials before the opening Plenary Meeting.

8. Delegations are invited to inform the ODIHR in advance of the need for technical equipment to be made available during the Seminar for presentation of audio-visual materials.

9. Appropriate facilities for non-governmental organizations as well as representatives of the media will also be arranged.

10. In order to assist the delegations with accommodation, a Booking Form for the hotel where the Seminar will take place, as well as a list of other recommended hotels in Warsaw is enclosed.

ODIHR will be at the disposal of all delegations in any other matters related to the Seminar.