



## Organization for Security and Co-operation in Europe

The Office of the Secretary General

Vienna, 31 May 2013

### ORGANIZATIONAL MODALITIES

#### OSCE Security Days 2013 17-18 June 2013

The OSCE Secretariat is delighted to inform you on the following organizational modalities for the *Security Days 2013* conference, to be held in Vienna on 17-18 June 2013.

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

The Conference will take place in the Hofburg Congress Center, Heldenplatz, 1010 Vienna, Austria.

The Reception hosted by the OSCE Secretary General and the Night Owl session on 17 June will take place in the *Säulenhalle Welt Museum, Museum für Völkerkunde*, Hofburg, Heldenplatz, 1010 Vienna, Austria.

##### **2. Final Agenda and Organizational Modalities**

The draft agenda and additional material will be updated regularly on the web page ([www.osce.org/event/securitydays2013](http://www.osce.org/event/securitydays2013)). The final agenda will be circulated prior to the event.

The conference will be conducted in English language with no interpretation. The room shall be set up in theatre style with panelists sitting in armchairs to facilitate informal discussions.

To foster an open debate, the event will draw on the participation of the media. As active participation is welcomed and encouraged, comments and questions can be sent prior to and during the event via Twitter, [@OSCE](https://twitter.com/OSCE), using the hashtag [#secdays](https://twitter.com/secdays). The event will also be streamed live for those who cannot attend.

*Security Days 2013* will also include a Night Owl Session, “Peace for Tomorrow: How Social Media can Change our World”, which is targeted especially at a young audience in order to further stimulate the discussion with additional insights.

##### **3. Accreditation/Participation**

While open to all, participation requires the submission of the registration form in due time. Participants are kindly requested to fill in the registration form (to be found at

[www.osce.org/event/securitydays2013](http://www.osce.org/event/securitydays2013)) and to send it to [elke.lidarik@osce.org](mailto:elke.lidarik@osce.org), not later than 10 June 2013.

We highly encourage representatives of OSCE participating States, Academia, Think Tanks, students and activists to attend.

#### **4. Discussion Format**

Panelists will have at their disposal a five-minute introduction to present main ideas on given topics and launch an informal debate. Prior to the conference, the panelists are kindly asked to submit their biography and one-page outline to [securitydays@osce.org](mailto:securitydays@osce.org) by 10 June 2013. A hardcopy of the aforementioned documents will be uploaded on the conference's web page and handed out to participants.

Moderators will play a crucial role in steering the debate among panelists and with the audience. There are also expected to keep the auditorium engaged and informed, while promoting interaction.

The conference will be held under the Chatham House Rule. In addition, to ensure and promote a lively debate, all interventions should be as concise as possible.

#### **6. Visa**

Participants, if required under Austrian law, are asked to make their own arrangements for securing a visa for entry into Austria. Further details can be found on [www.bmeia.gv.at](http://www.bmeia.gv.at). In case a letter of confirmation of participation for visa requirements is needed, please fill out Section 2 of the registration form. Preferably the registration form as well as a copy of the passport should be annexed to the request. Please note that it can take up to 14 days to process, so applications should be lodged as soon as possible.

#### **7. Point of Contact:**

Ms. Marzia Cimmino  
Project Assistant  
Executive Management/OSG  
Tel +43 1 514 36 6184; [securitydays@osce.org](mailto:securitydays@osce.org)

#### **8. Transportation**

Participants are kindly requested to make their own travel and accommodation arrangements and, unless previously specified, will not be paid for by the OSCE.

##### Reaching Vienna Centre from the Airport:

Further information on the transfers Vienna Airport – Vienna City can be found on [www.viennaairport.com](http://www.viennaairport.com).

##### ***Taxis:***

Taxis can be found in front of the arrival building of the airport. The fare depends on the destination in Vienna and is approx. €40.00-50.00.

A pick up at the airport can be booked in advance at a more moderate price from the company C&K [www.cundk.at](http://www.cundk.at) (Tel: +43 1 44444) or from the company Airport Drivers [www.airportdriver.at](http://www.airportdriver.at) (Tel: +43 1 22822), both at a price of €33.00)

**Trains:**

a) City Airport Train (CAT) – to Vienna "Wien-Mitte" – Landstraße/Hauptstraße with access to the Underground (U-Bahn Line 3 and 4) and taxis: [www.cityairporttrain.com](http://www.cityairporttrain.com)

Price: €12.00 one way; €19.00 return

Schedule: every ½ hours: Airport-Vienna 6/36 min. after every full hour;

Vienna-Airport 6/36 min. after every full hour. Trip: 16 min. non-stop.

b) Schnellbahn (S1, S2 or S7) – to Vienna "Wien-Mitte-Landstraße/Hauptstraße" with direct access to the Underground (U-Bahn Line 3 and 4) and taxis.

[http://www.schnellbahn-wien.at/web/flughafen\\_wien-schwechat.html](http://www.schnellbahn-wien.at/web/flughafen_wien-schwechat.html)

Price: €3.80 one way.

Schedule: every ½ hour. Please pay attention to the "direction" (Wolkersdorf, Deutsch Wagram, Wien - Floridsdorf).

**Bus Services Vienna Airport Lines (2 lines)**

Price :€8.00 one way; :€16.00 return,

Busses go either to Morzinplatz/Schwedenplatz (U-1 and U-4) or to Bahnhof Meidling, Dörfelstrasse (S-Bahn and U-6), (both having access to the Underground). Please check before taking the bus.

Schedule: Airport-Vienna/Schwedenplatz: every 20/50 min. after full hour; Schwedenplatz-Airport: every 00/30 min. after full hour

Trip: 40 min.

[http://www.postbus.at/en/Airportbus/Vienna\\_AirportLines/Morzinplatz/index.jsp](http://www.postbus.at/en/Airportbus/Vienna_AirportLines/Morzinplatz/index.jsp) – Tel: +43 (1) 7007-32300

**9. Accommodation:**

Participants are kindly requested to make their own hotel arrangements, which, unless previously specified, will not be paid for by the OSCE. Details of a number of local hotels are attached hereto (Annex 1).

Hotels closer to the venue (walking distance) are "Das Tyrol", "NH Hotel Mariahilferstrasse" and "Mercure Secession" (marked in red).

Practical information about Vienna can be found at <http://www.hotels-austria.com/vienna-info/>

**10. Catering/social events:**

The conference will include a lunch buffet in the Hofburg on 17 and 18 June, as well as regular coffee breaks. On 17 June, the OSCE Secretary General will host a reception which will lead into the Night Owl Session in the *Museum für Völkerkunde*, a few hundred meters away from the Hofburg Congress Center.

**11. Accessibility**

If you have any access requirements, please contact the event organizer ([securitydays@osce.org](mailto:securitydays@osce.org)) in advance so that arrangements, where possible, can be made.

## HOTELS IN VIENNA

## ANNEX 1

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<i>Name</i>	<i>Booking e-mail address website</i>	<i>Address</i>	<i>Dist. to the Secretariat</i>	<i>Telephone</i>	<i>Fax</i>	<i>Sgl/Dbf rate</i>
<b>Vienna MARRIOTT Hotel</b>	<a href="mailto:vienna.reservations@marriotthotels.com">vienna.reservations@marriotthotels.com</a> <a href="http://www.marriott.de">www.marriott.de</a> (booking code: OSXC PPLUS NO 036544)	Parkring 12a, 1010 Wien	1.2 km/walking 3.2 km/car	515 18 53	515 18 6736	€155 breakfast from €17.50
<b>INTER- CONTINENTAL Wien</b>	<a href="mailto:vienna@interconti.com">vienna@interconti.com</a> <a href="http://www.intercontinental.at">www.intercontinental.at</a>	Johannesgasse 28, 1037 Wien	1.5 km/walking 3.7 km/car	711 22 26	711 22 344	€135/ €155 incl. breakfast
<b>Hotel DE FRANCE</b>	<a href="mailto:defrance@austria-hotels.at">defrance@austria-hotels.at</a> <a href="http://www.hoteldefrance.at">www.hoteldefrance.at</a>	Schottenring 3, 1010 Wien	0.7 km/walking 1.5 km/car	313 68-0	319 59 69	€115/ €145 incl. breakfast
<b>Hotel HERRENHOF</b>	<a href="mailto:reservation@herrenhof-wien.steigenberger.at">reservation@herrenhof-wien.steigenberger.at</a> <a href="http://www.herrenhof-wien.steigenberger.at">www.herrenhof-wien.steigenberger.at</a>	Herrengasse 10, 1010 Wien	107 m/walking	534 04	534 04 100	€151 deluxe €181 breakfast €28
<b>RADISSON SAS STYLE Hotel Vienna</b>	<a href="http://infostyle.viennaradissonblu.com">infostyle.viennaradissonblu.com</a> <a href="http://www.radissonblu.com">www.radissonblu.com</a>	Herrengasse 12, 1010 Wien	166 m/walking	22 78 00	22 780 79	€165/ €185 excl breakfast €225/ €245 incl. breakfast

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<b>Hotel AM PARKRING Wien</b> (Schick Hotels)	<a href="mailto:parkring@schick-hotels.com">parkring@schick-hotels.com</a> <a href="http://www.schick-hotels.com">www.schick-hotels.com</a>	Parkring 12, 1010 Wien	1.1 km/walking 3.3 km/car	514 80	514 80 40	€122/ €167 incl. breakfast
<b>Hotel AMADEUS</b>	<a href="mailto:office@hotel-amadeus.at">office@hotel-amadeus.at</a> <a href="http://www.hotel-amadeus.at">www.hotel-amadeus.at</a>	Wildpretmarkt 5, 1010 Wien	0.5 km/walking 1.5 km/car	533 87 38	533 87 38 38	€90-126 / € 162 incl. breakfast
<b>Hotel ASTORIA</b> (Austria Trend Hotels & Resorts)	<a href="mailto:astoria@austria-trend.at">astoria@austria-trend.at</a> <a href="http://www.austria-trend.at">www.austria-trend.at</a>	Kärntnerstraße 32-34, 1010 Wien	0.8 km/walking 2.7 km/car	515 77	515 77 82	€123/ €153 incl. breakfast
<b>Hotel JOHANN STRAUSS</b>	<a href="mailto:info@hotel-johann-strauss.at">info@hotel-johann-strauss.at</a> <a href="http://www.hotel-johann-strauss.at">www.hotel-johann-strauss.at</a>	Favoriten Strasse 12, 1040 Wien	2.0 km/walking 3.4 km/car	505 76 24	505 76 28	€88/ €125 incl. breakfast

<i>Name</i>	<i>Booking e-mail address website</i>	<i>Address</i>	<i>Dist. to the Secretariat</i>	<i>Telephone</i>	<i>Fax</i>	<i>Sgl/Dbf rate</i>
<b>Das TYROL</b>	<a href="mailto:reception@hotel-tyrol-vienna.com">reception@hotel-tyrol-vienna.com</a> <a href="http://www.das-tyrol.at">www.das-tyrol.at</a>	Mariahilfer Straße 15, 1060 Wien	1.4 km/walking 2.4 km/car	587 54 15	587 54 15 9	€129/ €165 incl. breakfast
<b>GRABEN Hotel</b> (Kremslehner Hotels)	<a href="mailto:graben@kremslehnerhotels.at">graben@kremslehnerhotels.at</a> <a href="http://www.kremslehnerhotels.at">www.kremslehnerhotels.at</a>	Dorotheergasse 3, 1010 Wien	0.5 km/walking 3.1 km/car	512 15 31	512 15 31 20	€105/ €120 incl. breakfast
<b>Pension PERTSCHY</b>	<a href="mailto:pertschy@pertschy.co">pertschy@pertschy.co</a>	Habsburgergasse 5, 1010 Wien	0.4 km/walking 3.0 km/car	534 49 0	534 49 49	€99/ €148 incl. breakfast
<b>Hotel ROYAL</b> (Kremslehner Hotels)	<a href="mailto:royal@kremslehnerhotels.at">royal@kremslehnerhotels.at</a> <a href="http://www.kremslehnerhotels.at">www.kremslehnerhotels.at</a>	Singerstraße 3, 1010 Wien	0.6 km/walking 3.7 km/car	515 68 96	513 96 98	€105/ €120 incl. breakfast
<b>NH Hotels</b>	m.kral@nh-hotels.com	Mariahilfer Strasse 78, 1060 Wien	2.3 km/walking 3.3 km/car	260 20 8110	260 20 8108	€95/ €110 incl. breakfast €80/ €80 excl. breakfast
<b>Mercure SECESSION</b>	<a href="mailto:H3532@accor.com">H3532@accor.com</a> <a href="http://www.hotelsecession.com">www.hotelsecession.com</a>	Getreidemarkt 5, 1060 Wien	1.3 km/walking 3.2 km/car	588 38	588 38 212	€101/ €117 incl. breakfast

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<b>Pension NOSSEK &amp; Co</b>	<a href="mailto:reservation@pension-nossek.at">reservation@pension-nossek.at</a> <a href="http://www.pension-nosek.at">www.pension-nosek.at</a>	Graben 17, 1010 Wien	0.3 km/walking	533 70 41	535 36 46	€76-80/ €120 incl. breakfast
<b>Hotel zur WIENER STAATSOPER</b>	<a href="mailto:office@zurwienerstaatsoper.at">office@zurwienerstaatsoper.at</a> <a href="http://www.zurwienerstaatsoper.at">www.zurwienerstaatsoper.at</a>	Krugerstraße 11, 1010 Wien	1.0 km/walking 3.1 km/car	513 12 74	513 12 74 15	€87-95/ €117-135
<b>Hotel WANDL</b>	<a href="mailto:reservation@hotel-wandl.com">reservation@hotel-wandl.com</a> <a href="http://www.hotel-wandl.com">www.hotel-wandl.com</a>	Petersplatz 9, 1010 Wien	0.4 km/walking 1.6 km/car	534 550	534 55 77	Government rate €99/ €153
<b>Hotel KÄRTNERHOF</b>	<a href="mailto:info@karntnerhof.com">info@karntnerhof.com</a> <a href="http://www.karntnerhof.com">www.karntnerhof.com</a>	Grashofgasse 4, 1011 Wien	0.9 km/walking 2.5 km/car	512 19 23	513 22 28 33	€80- 103/ €124- 157 incl. breakfast
<b>Hotel ADMIRAL</b>	<a href="http://www.hotel-admiral-wien.at">www.hotel-admiral-wien.at</a> <a href="mailto:hotel@admiral.co.at">hotel@admiral.co.at</a>	Karl Schweighofer - Gasse 7 1070 Wien		521 41-0	521 41-16	€68-110 Incl. breakfast
<b>Hotel-Pension MUSEUM</b>	<a href="mailto:info@hotelmuseum.at">info@hotelmuseum.at</a> <a href="http://www.hotelmuseum.at">www.hotelmuseum.at</a>	Museumstraße 3, 1070 Wien	1.2 km/walking 2.5 km/car	523 44 26	523 44 26-30	€70/€125 Double for single use €85 incl. breakfast