



MINISTRY OF TRANSPORT  
AND COMMUNICATIONS  
OF UKRAINE

Vienna, 2 May 2008

**International Expert Conference on  
“The Safety of Navigation and Environmental Security in a Transboundary  
Context in the Black Sea Basin”**

**Odesa, Ukraine, 24-26 June 2008**

**Organizational Modalities**

**Conference Venue:  
Hotel Odessa  
6a Prymorska str, Odesa, UA-65026  
Tel. +38 048 729 48 08  
Fax +38 048 729 46 23  
Email: [hotel@Odessa-hotel.com.ua](mailto:hotel@Odessa-hotel.com.ua)  
<http://Odessa-hotel.com.ua/en>**

The first day of the conference will take place at the Hotel Odessa. The second and third day of the conference will take place on board of a high-speed vessel "Kryms'ka Strila" which will cruise to Vylkove, Mykolayiv and Ochakiv. The participants will be brought back to the hotel for the overnights.

Participants will have at their disposal a conference room for the Conference sessions. Access to PCs and Internet will be available in a separate Internet area at the Hotel Odessa only.

Printing and copying facilities for the display and distribution of relevant publications, documents and information materials will be available at the Hotel Odessa only. Please note that no secretarial services can be provided as such but the information desk of the conference will provide assistance for speakers and participants.

Technical equipment for presentation of audio-visual materials will be provided upon advance request (TV screen, power point, overhead, flip chart).

## **1. PARTICIPATION**

Representatives of OSCE participating States, OSCE institutions and field presences, representatives of International Organizations and representatives of business community, Non-Governmental Organizations and academic community will participate in the Conference. The Partners for co-operation and the Mediterranean Partners for co-operation are also invited to attend the Conference.

The Conference should stimulate a free-flowing discussion out of which recommendations to the OSCE and its participating States should emerge. *To this end, no formal interventions in the form of prepared statements are envisaged.* However, written materials may be submitted in advance for circulation by the OSCE Secretariat. **No fee for participation is requested.**

## **2. WORKING MODUS OF THE SESSIONS**

The **Plenary Sessions** will have presentations of expert speakers followed by discussions. A moderator will facilitate the discussion and a Rapporteur will summarize the key issues discussed.

Parallel working groups are foreseen for the second and third day of the conference. More details are outlined in the agenda.

## **3. REGISTRATION: Deadline – 6 June 2008**

**Please return the attached conference “REGISTRATION FORM” (ANNEX 1) to:  
Ms. Andrea Gredler, Office of the Co-ordinator of OSCE Economic and Environmental Activities:**

**E-mail: [Andrea.Gredler@osce.org](mailto:Andrea.Gredler@osce.org), Tel: +43 1 514 36 6675, Fax: +43 1 514 36 6251.**

*Please, do mention your precise arrival and departure time as well as the hotel booked*

## **4. ACCREDITATION AT THE CONFERENCE**

Accreditations at the **Conference Venue – Hotel Odessa** – will start

- on Monday, 23 June 2008, 18:00 – 20:00 and
- on Tuesday, 24 June 2008, as of 08:30

Participants are kindly requested to contact the registration desk, where on-site registration and distribution of meeting badges will take place. Please note that conference badges are required for access to all the Conference events. They will be issued upon presentation of the participants' passport or ID.

## **5. DOCUMENT REGISTRATION & DISTRIBUTION**

Participants are invited to distribute documents related to their Organization and/or to the theme of the Conference. All documents, if not sent in advance, have to be submitted for registration to the **Conference Secretariat** prior to distribution. They will be published on the OSCE conference website created for that purpose.

In view of protecting the environment the Organizers wish to limit to the extent possible the printing of documents. Please note that copying facilities will *only be provided* at the Hotel Odesa.

The Organisers kindly request the participants:

a) To send their documents in electronic format well in advance to Ms. Andrea Gredler, E-mail: [Andrea.Gredler@osce.org](mailto:Andrea.Gredler@osce.org), Tel: +43 1 514 36 6675

b) To request a printed copy only when necessary, as the documents can be retrieved from the conference website. Please note that copying facilities will *only be provided* at the Hotel Odesa.

## 6. TRANSLATION SERVICES

Simultaneous interpretation will be provided during all sessions of the conference in English and Russian

## 7. HOTEL BOOKING (Annex 2): **Deadline – 6 June 2008**

Participants are kindly requested to make their own accommodation arrangements, which will not be paid for by the OSCE or the host country.

Rooms have been pre-booked at a special rate for the conference participants at the hotel Odessa, the conference venue.

### **Important notice:**

**In case you wish to stay in the hotel Odessa, please proceed the booking and the payment of the room through the company “Louder LTD” in Ukraine and send the attached "HOTEL BOOKING FORM" (ANNEX 2) to:**

**Contact name: Mr. Yuriy Shvedyuk**

**Email: louder@ukr.net**

**Tel: +38 063 180 57 09**

**Fax: +38 044 468-60-12**

The company Louder will give you a 5% discount when paying the rooms (Do not contact the hotel directly if you wish to keep the moderate room rate)

**Please note that the hotel booking deadline for all below mentioned hotels is 6 June 2008.**

**The Organizers cannot guarantee availability of rooms in this hotel or in Odesa after the passing of the deadline.**

For further information on other hotels in Odesa, please contact the company Louder (contact information mentioned above).

### **Hotel Odessa**

6a Prymorska str, Odesa, UA-65026

Tel. +38 048 729 48 08

Fax +38 048 729 46 23

Email: [hotel@Odessa-hotel.com.ua](mailto:hotel@Odessa-hotel.com.ua)

<http://Odessa-hotel.com.ua/en>

Rate for single room: 983 UAH

Rate for double room: 1154 UAH

Single executive: 1150 UAH

Double executive: 1321 UAH

Single Suite: 1636 UAH

Double Suite: 1807 UAH.

Incl. breakfast, taxes

*(Exchange rate: 1 EUR equals approximately 8 UAH. Please note that the official exchange rate of the National Bank of Ukraine will be applicable the day of the payment).*

**Distance from the Odesa airport: 27 km**

**Distance from the ferry: 200 m**

**Distance from the city centre: 200 m**

## **10. VISA REQUIREMENTS (ANNEX 3)**

Participants, if required under Ukrainian law, are requested to make their own arrangements for securing a visa for entry into Ukraine at the respective Consulate of Ukraine.

### **A visa is required for following countries:**

Afghanistan  
Albania (except DP and SP)  
Algeria  
Bosnia and Herzegovina (except DP and SP)  
Croatia (except DP and SP)  
Egypt  
Israel (except DP)  
Jordan  
Morocco  
Thailand (except DP, SP)  
the former Yugoslav Republic of Macedonia (except DP and SP)  
Tunisia  
Turkey (except DP and SP)  
Turkmenistan (except DP and SP)  
Serbia (except DP and SP)  
Montenegro (except DP and SP)

### **Nationals of the rest of the OSCE countries and Partners for Co-operation are exempted from visa.**

Participants must be in possession of the appropriate identity documents for travel to Ukraine

Further details can be found at the MFA website: <http://www.mfa.gov.ua> and at the website of the Embassy of Ukraine in the respective country.

The following documents are required for visa applications (please consult the Embassy of Ukraine in your country before submitting an application):

- A valid Passport
- A visa application form duly filled in (form provided in separate annex)
- Two recent passport-size photographs
- A letter of invitation

The list of embassies can be found in Annex 3 and a copy of the visa application form in a separate annex.

## **11. TRAVEL INFORMATION**

### **A) FLIGHTS**

Participants are kindly requested to make their own travel (and accommodation) arrangements, which will not be paid for by the OSCE or the host country.

A list of flight schedules for all scheduled flights to and from Odesa can be accessed at <http://212.15.131.29/rus/shedule/shedule.html>. There will be an "OSCE" welcoming desk in the Arrivals Hall of the Odesa Airport.

## **B) TRANSFERS IN ODESA**

### **B.1. TRANSPORTATION FROM THE AIRPORT TO THE HOTEL ODESSA:**

The Ministry of Transport of Ukraine will provide a bus transfer for arrivals and departures between the Odesa Airport and the Hotel Odesa & Hotel Black Sea. *Detailed information on the transfers will be sent to you at a later stage.*

**We kindly request you to *clearly indicate on the attached registration form (ANNEX 1) your arrival date/time/flight number*** as well as your e-mail address, your telephone number and mobile number if any.

### **B.2. PUBLIC TRANSPORTS - BUSES AND TAXIS FROM THE AIRPORT**

- a) Bus: there are regular bus connections between the airport and the hotels downtown.  
Bus fare: less than 1 euro
- b) Taxi: fare rd 20 Euro

The distance to the town and the estimated travel time: 27 km, allow 1 hour if in the period of high traffic.

Further information and assistance can be requested from the OSCE welcoming desk at the airport.

## **12. LUNCHES**

Lunches and coffee breaks will be provided free of charge to the participants on the days of the conference.

## **13. SOCIAL EVENTS:**

**Tuesday, 24 June 2008:** Reception hosted by the host Country. Venue tbc.

**Thursday, 26 June 2008:** Reception hosted by the Co-ordinator of OSCE Economic and Environmental Activities. Venue tbc.

## **14. GENERAL INFORMATION:**

**Currency:** The national currency is hryvnia (UAH). 1 EUR equals approximately 8 UAH.

**Bank facilities:** Bank services and exchange operations can be done at the banks or exchange offices situated in the city.

**Electric current:** The standard voltage in the electric circuit of Ukraine is 220V. Electric plugs may not correspond to plugs of your electric appliance; therefore the use of an adapter might be necessary.

**Insurance:** The Organizing Committee is not responsible for the loss of property and personal injury, including insurance certificates for such cases.

**Time:** Odesa time differs from Greenwich time by +2 hours.

**Weather:** The weather in Odesa in June is expected to be sunny; the daily temperature is usually between + 18 - +27 °C, but the actual weather conditions should be checked before departure.

For further information please check the official website of the City of Odesa <http://www.Odesa.ua>

## **15. CONTACTS OF ORGANISERS:**

### **OSCE SECRETARIAT, VIENNA**

- **For substantial issues: Mr. Roel Janssens, Tel: +43 1 514 36 6221, Fax: +43 1 514 36 6251, Email: [Roel.Janssens@osce.org](mailto:Roel.Janssens@osce.org)**
- **For logistical queries: Ms. Andrea Gredler, Tel: +43 1 514 36 575, Fax: +43 1 514 36 6251, Email: [Andrea.Gredler@osce.org](mailto:Andrea.Gredler@osce.org)**

### **IN UKRAINE:**

- **Ministry of Transport and Communications: Mr. Vyacheslav Galas,  
Tel: +38 050 372 01 14**
- **For logistical queries and hotel bookings : Company "Louder LTD"  
Mr. Yuriy Shvedyuk, Tel: +38 063 180 57 09  
Mr. Arsen Sarkisyan, Tel: +38 067 503 49 03  
email: [louder@ukr.net](mailto:louder@ukr.net)**







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**HOTEL BOOKING FORM for Hotel Odessa**  
*(this is not the registration form for the conference!)*

**Deadline: 6 June 2008**

**Hotel bookings are handled through the company “Louder LTD”, Ukraine. (\*)  
 Please send this form to the email – [louder@ukr.net](mailto:louder@ukr.net)  
 Contact name: Mr. Yuriy Shvedyuk, Tel: 38 063 180 57 09, Fax:+380444686012**

First Name: .....

Last Name: .....

Organization:.....

Address:.....

Email:.....

Fax:.....

Tel:.....

Arrival date: ..... time:..... Flight number:.....

Departure date:..... time:.....Flight number:.....

In order to guarantee your reservation the hotel will need your **credit card information**:

Credit card holder name: .....

Credit card number:..... The card expiry date: .....

**Cancellation conditions:** An individual reservation from the block can be cancelled 14 days before arrival without any cancellation fee. After this and in case of a no-show there will be a charge of a one night rate

Please choose and cross hotel and room category chosen  :

**Room category and price**

- Rate for single room: 983 UAH
- Rate for double room: 1154 UAH
- Single executive: 1150 UAH
- Double executive: 1321 UAH
- Single Suite: 1636 UAH
- Double Suite: 1807 UAH.

All prices incl. breakfast, taxes.  
 The company Louder will give a **5% discount**  
 (Do not contact the hotel directly if you wish to keep the moderate room rate).

*(Exchange rate: 1 EUR equals approximately 8 UAH).*

**Address:** 6a Prymorska str, Odesa, UA-65026  
 Tel. +38 048 729 48 08  
 Fax +38 048 729 46 23  
 Email: [hotel@Odessa-hotel.com.ua](mailto:hotel@Odessa-hotel.com.ua)  
<http://Odesa-hotel.com.ua/en>

**(\*) The 5% discount can only be guaranteed with a booking via company “Louder LTD”.**



## LIST OF EMBASSIES OF UKRAINE

ANNEX 3

1. Embassy of Ukraine in Turkmenistan and the Islamic Republic of Afghanistan:  
Azadi str. 49, Ashgabat, 744001 Turkmenistan  
Tel. +99 312 39 13 73, email: [ukremb@online.tm](mailto:ukremb@online.tm)  
<http://www.mfa.gov.ua/turkmenistan>
2. Embassy of Ukraine in the Hellenic Republic and the Republic of Albania:  
2-4, Stephanou Delta Str., Filothei, 152 37, Athens, Greece  
Tel. +30 210 68 00 230, email: [ukrembas@otenet.gr](mailto:ukrembas@otenet.gr)  
<http://www.mfa.gov.ua/greece>
3. Embassy of Ukraine in the People's Democratic Republic of Algeria:  
19, rue des frères Benhafid, Hydra, Alger, Algérie  
Tel. +21 321 69 13 87, email: [emb\\_dz@mfa.gov.ua](mailto:emb_dz@mfa.gov.ua)  
<http://www.mfa.gov.ua/algeria>
4. Embassy of Ukraine in the Republic of Croatia and to Bosnia and Herzegovina:  
Voćarska cesta 52, 10000 , Zagreb, Hrvatska  
Tel. +385 1 461 62 96, email: [ukremb@zg.tel.hr](mailto:ukremb@zg.tel.hr)  
Department to Bosnia and Herzegovina:  
Kećina 44, 71000 Sarajevo, Bosna i Hercegovina  
Tel. +387 33 232 817, email: [ukremb@zg.tel.hr](mailto:ukremb@zg.tel.hr)  
<http://www.mfa.gov.ua/croatia>
5. Embassy of Ukraine to the Arab Republic of Egypt:  
50, Road 83, Maadi, Cairo, Egypt  
Tel. + 20 2 378 68 71, email: [posukrn@internetegypt.com](mailto:posukrn@internetegypt.com)  
<http://www.mfa.gov.ua/egypt>
6. Embassy of Ukraine in the State of Israel:  
50 Yirmiyahu, 62594, Tel Aviv, Israel  
Tel. +972 3 602 19 52, email: [emb-isr@012.net.il](mailto:emb-isr@012.net.il)  
<http://www.mfa.gov.ua/israel>
7. Embassy of Ukraine in the Hashemite Kingdom of Jordan:  
6, Al-Umouma St., Al-Sahl, Amman, Jordan  
Tel. +962 6 592 24 02, email: [ukrcons@nets.jo](mailto:ukrcons@nets.jo)  
<http://www.mfa.gov.ua/jordan>
8. Embassy of Ukraine in the Kingdom of Morocco:  
Cité OLM, Villa 212, Souissi–II, Rabat, Maroc  
+ 212 37 65 78 40, email: [ukremb@iam.net.ma](mailto:ukremb@iam.net.ma)  
<http://www.mfa.gov.ua/morocco>
9. Embassy of Ukraine in the Kingdom of Thailand:  
87 All Seasons Place, CRC Tower, 33 Floor, Wireless Road, Lumpini, Patumwan, Bangkok, Thailand  
10330  
Tel. +662 685 32 16, email: [ukremb@thailand.truemail.co.th](mailto:ukremb@thailand.truemail.co.th)  
<http://www.mfa.gov.ua/thailand>
10. Embassy of Ukraine in the Former Yugoslav Republic of Macedonia

3, Pitu Guli St., Skopje, Macedonia  
Tel. +389 2 317 81 20, email: [amukr@on.net.mk](mailto:amukr@on.net.mk)  
<http://www.mfa.gov.ua/macedonia>

11. Embassy of Ukraine in the Republic of Tunisia  
7, rue Saint Fulgence, Notre Dame, Tunis, 1002, Tunisie  
Tel. +21 671 845 861, email: [ambassade.ukraine@planet.tn](mailto:ambassade.ukraine@planet.tn)

12. Embassy of Ukraine in the Republic of Turkey  
Sancak Mahallesi, 206 Sokak № 17, Yıldız Cankaya, Ankara, 06550 Turkey  
Tel. +90 312 441 54 99, email: [ukremb@turksatkablo.net](mailto:ukremb@turksatkablo.net)  
<http://www.mfa.gov.ua/turkey>

13. Embassy of Ukraine in the Republic of Serbia and in the Republic of Montenegro  
Bulevar Oslobođenja 87, g. Beograd 11000, Srbija  
Tel. + 381 11 39 78 987, email: [office@ukrembassy.org.yu](mailto:office@ukrembassy.org.yu)  
<http://www.mfa.gov.ua/serbia>