

JOINT INTERNATIONAL CONFERENCE ON THE IMPLEMENTATION OF POLICIES /ACTION PLANS FOR ROMA, SINTI AND TRAVELLERS, AND MEASURES AGAINST THE ANTI-GYPSYISM PHENOMENON IN EUROPE

Warsaw, 20 – 21 October, 2005

GENERAL GUIDELINES

I. AIM OF THE CONFERENCE

The conference will focus on concrete measures of the participating States to implement the Action Plan for Improvement of the Situation of the Roma and Sinti within the OSCE Area, the Council of Europe's relevant recommendations on Roma and Travellers, European Union standards, as well as the participating States' own relevant national strategies and action plans, including those undertaken in connection with the regional initiative for the "Decade of Roma Inclusion, 2005-2015". The conference will also focus on the phenomenon of anti-Gypsyism in Europe and how the participating States, NGOs and the international community can best provide remedies against racism and intolerance faced by Roma, Sinti and Travellers.

II. VENUE

**HOTEL "SOFITEL VICTORIA" – 1st floor
UL. KROLEWSKA 11
00-065 WARSAW
POLAND
Tel +48 657 80 11, fax 657 80 57**

III. LANGUAGES

Working languages of the Conference will be **English and Romani**.

IV. PARTICIPATION

Representatives of the OSCE participating States, OSCE institutions and field operations, representatives of international organizations and representatives of non-governmental organizations and other civil society actors will participate in the Meeting.

All participants should send Registration Form by 7 October, 2005. Since the number of participants is limited due to the capacity of the premises, **you are strongly encouraged to send your Registration form a.s.a.p.**, since the rule: first come-first served shall be applied.

We regret that we are not able to offer financial assistance for costs of travel or accommodation.

V. GUIDELINES FOR THE DEBATES

The intention is to develop a free-flowing discussion based on the keynote speeches, introductory remarks, background information and written statements circulated in advance or during the Meeting. To this end, **formal interventions in the form of prepared statements are not envisaged in the course of the Meeting and are discouraged.**

The organizers can provide only **limited copying facilities** to print participants' documents. Therefore the size of the documents to be printed shall not exceed total 10 pages. For printing more documents participants may use the hotel's printing facilities that they shall be charged for.

If you are unable to attend the event but would like to offer a written presentation /statement /report for distribution, please send such documents to the ODIHR:

- at e-mail : Romaconference@odihr.pl with cc. Dan.doghi@odihr.pl (ODIHR Contact Point for Roma and Sinti Issues); - by fax: +48-22 520 06 05 (Attn. Dan Doghi/CPRSI) ;
- at postal address: **OSCE ODIHR, Aleje Ujazdowskie 19, 00-557 Warsaw, Poland •** (Attn. Dan Doghi/CPRSI).

VI. ORGANIZATION

- **Visas.**

Participants **who require visa** are requested to indicate this on the Registration Form or to send data by e-mail in order to receive letter for visa confirming their participation in the Conference.

- **Hotel**

Participants are encouraged to book the **hotel** themselves. **We recommend GROMADA hotel** (3 stars, walking distance (7 minutes) to the Conference venue, single room approx. EUR 63, double EUR 75). Please make the booking a.s.a.p. (no credit card required, may be paid in cash).

Please see below Hotel Reservation Form (page no.3).

- **Other**

Participants are encouraged to arrive at the conference site starting from 09:00 **to collect their badges** (1st floor lobby– Registration Desk).

For other information please see the website: http://www.osce.org/odihr/item_6_16387.html.

You may contact us by phone (48 22) 520 06 00/ ext. 1144 , by fax (48 22) 520 06 05 or by e-mail: Romaconference@odihr.pl .

We look forward to your specific contribution to this major meeting.



Ogólnokrajowa Spółdzielnia Turystyczna

GROMADA

Hotel Gromada



Pl. Powstańców Warszawy 2, 00-030 Warszawa Centrala 582 99 00, Dz Rezerwacji tel: 582 94 00; 827 49 43 / fax 582 95 27 / e-mail: domchlopa@gromada.pl Dz. konferencji tel 582 93 00 / fax 827 14 00 / e-mail: marketing.domchlopa@gromada.pl Dz. Gastronomii tel/fax 582 99 39

HOTEL GROMADA CENTRUM

Pl. Powstańców Warszawy 2, 00-030 Warszawa warszawahotel.centrum@gromada.pl

REGISTRATION FORM

OSCE 19-23.10.2005 r.

First NameSurname.....Mr./ Mrs./ Ms

Title.....Company Name.....

Address.....City.....Post Code.....

Country.....Phone.....Fax.....E-mail.....

Data of arrival.....Number of fly.....Time of arrival.....

Date of departure.....

ACCOMMODATION STANDARD ****

The cost per 1 room B&B for 1 night as follows:

SGL ROOM - 250 PLN (~EUR 65)

DBL ROOM - 300 PLN (~ EUR 76)

(VAT and breakfast included)

Check in time 2.00 PM. Check out time 12:00 (in case of early arrival it is possible to check in earlier, however we need the exact time and date of your arrival)

Payment should be done by credit card or in cash during check in.

I accept full reservation costs-, - Euro

I authorise to charge my credit card to cover the fees indicated in this registration form.

Credit card holder.....the card is issued on (first name and surname).....

Card number...../...../...../..... Expiry date...../.....(mmyy) on amount.....Euro

SIGNATURE.....DATE.....STAMP.....

Reservation Office: Phone: (+48) 225829400
Fax: (+48) 225829527