



Organization for Security and Co-operation in Europe
Secretariat

SEC.INF/19/08
14 May 2008

ENGLISH only

Conference Services

ANNUAL SECURITY REVIEW CONFERENCE

1 and 2 July 2008

OSCE Conference Services presents its compliments to the delegations in Vienna and has the honour to inform them about the following organizational modalities for the 2008 Annual Security Review Conference (2008 ASRC) to be held in Vienna on 1 and 2 July 2008:

1. Venue:

All meetings will take place in the "Neuer Saal" of the Hofburg Congress Centre. Interpretation will be provided between the six official languages of the Conference.

Bilateral meeting rooms will be available for participants on the 2nd floor (maximum booking duration of 45 minutes):

Room 210, 2nd floor, capacity: 26 seats at the table, overflow 6 chairs

Room 207, 2nd floor, capacity: 12 seats at the table, overflow 5 chairs

Room 204, 2nd floor, Office for Rapporteurs, Keynote Speakers, Panellists and Moderators

2. Program/Agenda:

The agenda, program and the organizational modalities of the 2008 ASRC can be found in Annex 2. An annotated agenda will be circulated at a later stage.

3. Participants:

Delegations are kindly requested to inform Conference Services as soon as possible, and not later than 6 June 2008 by e-mail to elke.lidarik@osce.org or possibly by fax 531 37 - 577, of the names, functions and e-mail addresses of all participants in the 2008 ASRC.

On the basis of these notifications a list of participants will be issued by Conference Services during the Meeting.

4. Media

OSCE Press and Public Information Section will provide appropriate media coverage by inviting and informing press. An official webpage has been created containing relevant information on the conference and can be found under the following address:

<http://www.osce.org/events/>

5. Accreditation:

Permanently accredited delegation members:

A note verbale from delegations in Vienna detailing all participants from delegations in descending order of seniority showing, names, functions and e-mail address should be sent to elke.lidarik@osce.org , fax: +43-1-531 37 577. Those members of OSCE delegations in Vienna who take part in the Conference will have access to the conference area with their regular OSCE badges.

Not permanently accredited participants:

Participants not permanently accredited to the OSCE are kindly requested to fill in the attached registration form (see Annex 1) and to send it to elke.lidarik@osce.org , fax: +43-1-531 37 577 not later than 6 June 2008.

Badges for not permanently accredited delegation members may be obtained at the accreditation counter located in the Segmentgalerie, first floor (open daily from 8:30 a.m. to 5 p.m. during the 2008 ASRC) upon presentation of an appropriate picture identification.

6. Technical equipment:

The Neuer Saal will be equipped with technical facilities for power point presentations. The equipment consists of a large screen, projector, laptop (Microsoft Windows XP, office XP) with remote control, VCR (VHS, S-VHS), mini DV and DVD player, CD-player, floppy disk station and USB-port.

Please note that presenters wishing to test audio/visual equipment may do so from 9 a.m. to 10 a.m. on all days of the Conference.

7. Statements:

Conference Services invite participants in the 2008 ASRC to kindly submit any written contributions they may have, including those that contain reactions to the keynote speeches, by 20 June 2008 to Conference Services (elke.lidarik@osce.org). This should not hinder the ad hoc discussion during meetings but contribute to better communication.

8. Visa:

Participants, if required under the Austrian law, are asked to make their own arrangements for securing a visa for entry into Austria. Further details can be found on www.bmaa.gv.at. In case a letter of confirmation of participation for visa requirements is needed, please refer to elke.lidarik@osce.org.

9. Transportation:

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

Transportation from the Airport to Vienna city centre:

Further information on the transfers Vienna Airport – Vienna city centre can be found on www.viennaairport.com.

Taxis: taxis - for a pick up at the airport - can be booked in advance at a more moderate price from the company C&K (Tel: +43 1 44444 - price: €29 one way).

Trains:

a) City Airport Train (CAT) – to Vienna "Wien-Mitte" – Landstraße/Hauptstraße with access to the Underground (U-Bahn) and taxis:

www.cityairporttrain.at

Price: €8 one way; €15 return

Schedule: every ½ hours: Airport-Vienna 5/35 min. after full hour; Vienna-Airport 8/38min. after 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 (Line U-4) and taxis.

Price: €3

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

c) Bus Services Vienna Airport Lines (2 lines)

Price :€6 one way; €11 return

Busses go either to Morzzinplatz/Schwedenplatz or to Südbahnhof/Westbahnhof (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: 20 min.

www.postbus.at – Tel: +43 (1) 7007-32300

10. Accomodation:

Participants are kindly requested to make their own travel arrangements, which will not be paid for by the OSCE . For your convenience, a list of hotels in Vienna is attached hereto (Annex 3).

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

11. Catering:

- Coffee/tea/soft drinks will be provided free of charge during scheduled coffee breaks
- A cocktail reception hosted by the Finnish Chairmanship for all participants will be held in the Hofburg on 1 July 2008 from 6.15 p.m. to 7.15 p.m.

12. Points of Contact:

Overall co-ordination queries should be addressed to Ms. Elke Lidarik (elke.lidarik@osce.org), phone: +43 1 531 37 392.

OSCE Conference Services wishes to thank delegates for their support in the common effort and takes this opportunity to renew to the OSCE Delegations the assurances of its highest consideration.

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MEETING

ANNUAL SECURITY REVIEW CONFERENCE

1 – 2 July 2008

Vienna

REGISTRATION FORM FOR DELEGATIONS AND PARTNERS FOR CO-OPERATION

1. State / Delegation:

2. Surname:

3. First Name(s):

4. Position / Title:

5. Place and Date of birth:

6. Citizenship:

7. Passport No.: Issued by:

8. Sex: F e m a l e O M a l e O

9. Delegation's address:

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Phone: Fax:

E-Mail:

Arrival Date: Departure Date:

Date: Signature:

NOTE: As the capacity of the Conference Centre is limited, you are kindly requested to return this registration form duly completed no later than 6 June 2008 to: elke.lidarik@osce.org or by fax: +43 1 531 37 577



MEETING

ANNUAL SECURITY REVIEW CONFERENCE
1 – 2 July 2008
Vienna

REGISTRATION FORM FOR
OSCE INSTITUTIONS AND FIELD OPERATIONS

1. Institution/Mission:

2. Surname:

3. First Name(s):

4. Position / Title:

5. Place and Date of birth:

6. Citizenship:

7. Passport No.:..... Issued by:

8. Sex: F e m a l e O M a l e O

9. Institution/Mission's address:

.....

Phone: Fax:

E-Mail:

Date: Signature:

NOTE: As the capacity of the Conference Centre is limited, you are kindly requested to return this registration form duly completed no later than 6 June 2008 to: elke.lidarik@osce.org or by fax: +43 1 531 37 577



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MEETING

ANNUAL SECURITY REVIEW CONFERENCE
1 – 2 July 2008
Vienna

REGISTRATION FORM FOR
INTERNATIONAL ORGANIZATIONS

1. Organization:

2. Surname:

3. First Name(s):

4. Position / Title:

5. Place and Date of birth:

6. Citizenship:

7. Passport No.:..... Issued by:

8. Sex: F e m a l e O M a l e O

9. Institution/Mission's address:

.....

Phone: Fax:

E-Mail:

Date: Signature:

NOTE: As the capacity of the Conference Centre is limited, you are kindly requested to return this registration form duly completed no later than 6 June 2008 to: elke.lidarik@osce.org or by fax: +43 1 531 37 577



**Organization for Security and Co-operation in Europe
Permanent Council**

PC.DEC/846
24 April 2008

Original: ENGLISH

710th Plenary Meeting

PC Journal No. 710, Agenda item 3

**DECISION No. 846
AGENDA AND ORGANIZATIONAL MODALITIES OF THE 2008
ANNUAL SECURITY REVIEW CONFERENCE (ASRC)**

The Permanent Council,

Recalling Porto Ministerial Council Decision No. 3, on the Annual Security Review Conference,

Taking into account its Decision No. 838, on the dates of the 2008 Annual Security Review Conference,

Taking into account the recommendation of the Forum for Security Co-operation,

Decides to organize the 2008 Annual Security Review Conference in accordance with the programme, agenda and organizational modalities contained in the annexes to this decision.

2008 ANNUAL SECURITY REVIEW CONFERENCE

Vienna, 1 and 2 July 2008

Programme

Tuesday, 1 July 2008

- 10 a.m. – 1 p.m. Opening session
- 3–6 p.m. Working session I: Transnational challenges to security in the OSCE area

Wednesday, 2 July 2008

- 10 a.m. – 1 p.m. Working session II: The present state of arms control arrangements, CSBMs and the Security Dialogue in the OSCE area
- 3–5.45 p.m. Working session III: Early warning, conflict prevention and resolution, crisis management and post-conflict rehabilitation, including the use of the relevant OSCE tools
- 5.45–6.15 p.m. Closing session

Agenda

Opening session (1 July 2008, 10 a.m. – 1 p.m.):

The opening session will set the stage for the Conference by looking back over the past few years and looking forward to the challenges that the OSCE will face in the future, under the theme “Challenges to co-operative security and OSCE responses”, taking into account the OSCE Strategy to Address Threats to Security and Stability in the Twenty-First Century adopted in 2003. This session will provide an opportunity for the participating States and other participants in the Conference to share their views on the current security situation in the OSCE area, as well as on the status of implementation of OSCE decisions and commitments and how they could comprehensively be made operational.

Working session I: Transnational challenges to security in the OSCE area (1 July 2008, 3–6 p.m.):

Working session I will focus on the implementation of OSCE decisions on combating terrorism, illicit trafficking of weapons and drugs and the fight against trafficking in human

beings. The session will discuss the operationalization of the Border Security and Management Concept (BSMC) and reflect on the application of the BSMC in response to Ministerial Council Decision No. 4/07 on OSCE engagement with Afghanistan and other relevant decisions. Further steps that need to be taken with regard to the BSMC may also be discussed.

Working session II: The present state of arms control arrangements, CSBMs and the security dialogue in the OSCE area (2 July 2008, 10 a.m. – 1 p.m.):

Working session II will assess the current politico-military situation, the OSCE's response to emerging threats, and the value of the OSCE's security dialogue, its arms control arrangements and the CSBMs in the OSCE area. The session will also address the future of existing arms control arrangements and CSBMs, and may make recommendations.

Working session III: Early warning, conflict prevention and resolution, crisis management and post-conflict rehabilitation, including the use of relevant OSCE tools (2 July 2008, 3–5.45 p.m.):

Working session III will afford an opportunity to exchange views on issues related to conflicts in the OSCE area, including co-operation with other international organizations. The session will assess the efficiency of existing OSCE mechanisms and procedures, and discuss whether there is a need for new measures in this regard.

Closing session (2 July 2008, 5.45–6.15 p.m.):

In the closing session, the Chairperson will present a first perception of the results of the working groups, as well as recommendations made at the Conference, and ways to follow up on them.

ORGANIZATIONAL MODALITIES OF THE 2008 ANNUAL SECURITY REVIEW CONFERENCE

Vienna, 1 and 2 July 2008

Background

The Tenth Meeting of the OSCE Ministerial Council, at Porto, by adopting its Decision No. 3, dated 7 December 2002, established the Annual Security Review Conference (ASRC) to provide a framework for enhancing security dialogue and for reviewing security work undertaken by the OSCE and its participating States, to provide an opportunity to exchange views on issues related to arms control and confidence- and security-building measures, and to promote the exchange of information and co-operation with relevant international and regional organizations and institutions.

Organization

A representative of the Chairman-in-Office will chair the opening and closing sessions. The Secretariat will issue a journal of the Conference.

Each working session will have one moderator and at least one rapporteur. The rapporteur(s) will serve as co-ordinator(s) for preparing the session.

The FSC contribution to the ASRC includes the chairing of the second session by a member of the FSC troika or the Director of the Conflict Prevention Centre.

The Rules of Procedure of the OSCE will be followed, *mutatis mutandis*, at the Conference. Also, the Guidelines for Organizing OSCE Meetings (PC Decision No. 762) will be taken into account.

Interpretation from and into all six working languages of the OSCE will be provided at the opening, working and closing sessions.

The Chairmanship will co-ordinate the preparation of the ASRC with the FSC Chairpersons and the OSCE Secretariat.

The Chairman-in-Office will distribute a comprehensive report on the Conference before the summer recess.

The Press and Public Information Section (PPIS) will inform the press, as appropriate.

Participation

The participating States are encouraged to be represented at a high level, by senior officials responsible for security-related policy in the OSCE area.

The OSCE institutions will participate in the Conference, as will the Secretary General and the Conflict Prevention Centre (CPC). The OSCE Parliamentary Assembly and the Partners for Co-operation will be invited to participate.

The Chairmanship may also invite some heads of OSCE field operations to participate in the Conference. Consideration should be given to the possibility of inviting heads of field operations to be present as keynote speakers or moderators.

The international organizations that may be invited are the security-related organizations mentioned in Permanent Council Decision No. 807, of 1 November 2007.

Consideration is to be given to the possibility of inviting security-related scientific institutes, think-tanks of international standing, and NGOs to send keynote speakers or to be represented as members of national delegations.

General guidelines for participants

The work of the ASRC will be conducted in five sessions. The opening session is intended to provide an opportunity for formal statements to be delivered and to set the stage for substantive, focused and interactive discussions at the working sessions. The opening session will include the welcoming remarks by the Chairman-in-Office or his representative and the report by the FSC Chairperson. The Chairmanship will explore the possibility of inviting a high-level special guest to open the Conference.

The working sessions will concentrate on one topic, introduced by one or two keynote speakers, whose addresses may be followed by a discussion of relevant subtopics that are mentioned in the agenda.

The aim is an interactive and free-flowing discussion.

In order to reinforce the effectiveness of security activities across all three dimensions of the OSCE, it is expected that, at each of the sessions, the interfaces of security, and also the question of co-operation with other international organizations, will be addressed.

To promote interactive discussion, the formal statements at the opening session and the interventions at the working sessions should be as concise as possible and should not exceed five minutes in length. Prior circulation of statements and interventions will enhance the possibility for engaging in discussion.

By 6 June 2008, the participants in the Conference should inform the OSCE Secretariat of the composition of their delegations to the ASRC, in response to the information circular regarding organizational aspects of the Conference which will be sent out by the OSCE Secretariat.

By 20 June 2008, the participating States and other participants in the Conference are invited to submit any written contributions they may have, including those that contain reactions to the keynote speeches.

Written contributions should be submitted to the Conflict Prevention Centre (CPC), which will then distribute them. The information could also include contributions from OSCE institutions and other international organizations, if appropriate.

Guidelines for keynote speakers

The contributions of the keynote speakers should be focused on the subject of the relevant session, thus setting the scene for the discussion at the sessions, and should stimulate debate among delegations by raising appropriate questions and suggesting potential recommendations based on OSCE realities.

The maximum available speaking time is 15 minutes per keynote speaker.

Keynote speakers should be present during the entire session at which they are speaking, and should be ready to engage in the debate following their presentation.

To enable delegations to prepare themselves, keynote speakers should provide a written contribution and their biographical synopsis to the CPC by 2 June 2008. In their presentations, keynote speakers should touch on the highlights of their written contribution.

Guidelines for moderators and rapporteurs

The moderator chairs the session and should facilitate and focus the dialogue among delegations. The moderator should stimulate the debate by introducing items related to the subject of the opening and working sessions, as appropriate, in order to broaden or focus the scope of the discussion.

The rapporteurs' written reports should address issues raised during the relevant sessions, and should cover problem areas, improvements, suggestions made at the session, and other relevant information.

Personal views shall not be advanced.

Guidelines for the participation of other international organizations

International organizations may participate in all the sessions. They are invited to concentrate their contributions on aspects of co-operation with the OSCE within the scope of the relevant session.

International organizations should provide factual information, useful for the participants of the ASRC, to the CPC by 2 June 2008.

HOTELS IN VIENNA

Note: International access code for Austria: +43
Access code for Vienna (0)1

Hotels within walking distance of the conference venue (Hofburg Congress Center)******

Hotel (43) RATHAUS	Lange Gasse 13	1080 Vienna	tel: 406 43 02 fax: 408 42 72
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Hotel (138) WANDL	Petersplatz 9	1010 Vienna	tel: 534 550 fax: 534 55 77
Hotel (52) CARLTON OPERA	Schikanedergasse 4	1040 Vienna	tel: 587 53 02-0 fax: 581 25 11
Hotel (41) DREI KRONEN	Schleifmühlgasse 25	1040 Vienna	tel: 587 32 89-0 fax: 587 32 89-11
Hotel (46) AUSTRIA	Wolfengasse 3	1010 Vienna	tel: 515 23 fax: 515 23-506
Hotel (43) KÄRNTNERHOF	Grashofgasse 4	1011 Vienna	tel: 512 19 23 fax: 513 22 28/33
Hotel (107) POST	Fleischmarkt 24	1010 Vienna	tel: 515 83/0 fax: 515 83/808
Hotel (55) SCHWEIZERHOF	Bauernmarkt 22	1010 Vienna	tel: 533 19 31 fax: 533 02 14
Hotel zur (22) WIENER STAATSOPER	Krugerstraße 11	1010 Vienna	tel: 513 12 74 fax: 513 12 74-15
Pension (26) NOSSEK	Graben 17	1010 Vienna	tel: 533 70 41 fax: 535 36 46

Hotel (46) GRABEN	Dorotheergasse 3 graben@kremslehnerhotels.at	1010 Vienna	tel: 512 15 31 fax: 512 15 31/20
Hotel (80) ROYAL	Singerstraße 3 royal@kremslehnerhotels.at	1010 Vienna	tel: 515 68-96 fax: 513 96 98
Hotel (85) KAISERHOF	Frankenberggasse 10 info@hotel-kaiserhof.at	1040 Vienna	tel: 505 17 01-81 fax: 505 88 75 88

Hotel (108) ASTORIA	Führichgasse 1	1015 Vienna	tel: 515 77-0 fax: 515 77-82
Hotel (51) JOHANN STRAUSS	Favoritenstraße 12	1040 Vienna	tel: 505 76 24 fax: 505 76 28
Hotel (75) TIGRA	Tiefer Graben 14	1010 Vienna	tel: 533 96 41 fax: 533 96 45
Hotel (30) AMADEUS	Wildpretmarkt 5	1010 Vienna	tel: 533 87 38 fax: 533 87 38/38
Hotel (40) MAILBERGERHOF	Annagasse 7	1010 Vienna	tel: 512 06 41 fax: 512 06 41/10
Hotel (18) MARC AUREL	Marc-Aurel-Straße 8	1010 Vienna	tel: 533 36 40 fax: 533 00 78

Hotel (460) INTERCONT	Johannessgasse 28 vienna@interconti.com	1037 Vienna	tel: 711 22-126 fax: 713 44 89
Hotel (245) Radisson SAS	Parkring 16 sales.vienna@radissonsas.com	1010 Vienna	tel: 515 17-0 fax: 512 22 16
Hotel (218) Vienna Plaza	Schottenring 11 info_vienna-plaza@hilton.com	1010 Vienna	tel: 313 90-0 fax: 313 90-160
Hotel (313) MARRIOTT	Parkring 12a vienna.marriott.info@marriotthotels.com	1010 Vienna	tel: 515 18-53 fax: 515 18-6736