



HUMAN DIMENSION
S E M I N A R

2014 HUMAN DIMENSION SEMINAR

Improving OSCE effectiveness by enhancing its co-operation with relevant regional and international organizations

WARSAW, 12-14 May 2014

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. The hotel is located in the centre of Warsaw at the following address:

Novotel Warszawa Centrum
ul. Marszalkowska 94/98
00-510 Warsaw, Poland

2. The meeting will start on 12th May at 10.00 a.m. with the opening plenary session, will be followed by four working groups and the concluding plenary session will finish on 14th May, at 6.00 p.m.
3. The participants will have at their disposal a Conference Room for Plenary and Working Group Meetings, as well as several smaller rooms for side events.
4. The meeting will be interpreted into the six official OSCE languages: English, French, German, Italian, Russian and Spanish.
5. All 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.
6. Participants will be provided with necessary facilities for the display and distribution of relevant publications, documents and information materials.
7. Any participant wishing to distribute documents during the Human Dimension Seminar will only be able to do so through the Documents Distribution System (DDS), in accordance with special guidelines available on the website prior to the event. 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 to have documents sent by e-mail. Additionally, documents distributed through the DDS can be sent to the OSCE website.

8. Side events may be held over the course of the Seminar. Additional information on the content and objectives of any side event, as well as timing and duration, will be available on the website of the Seminar.
9. Participants are kindly requested to register for the Seminar at the Novotel Warszawa Centrum hotel before the opening Plenary Session. The registration desk will be open during the Seminar from 8 a.m. to 6 p.m. Advance online registration at <http://meetings.odihr.pl> is recommended in order to avoid delays in issuing the Seminar badges and materials before the opening Plenary Meeting.
10. Delegations are invited to inform ODIHR in advance of the need for technical equipment for the presentation of audio-visual materials, so that these can be made available during the Seminar. Appropriate facilities for non-governmental organizations as well as representatives of the media will also be arranged upon request.
11. 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, are available on the Seminar website at <https://www.osce.org/odihr/117337>.

ODIHR will be at the disposal of all delegations in any other matters related to the Seminar. Please find the contact details on the main page.