



**Supplementary Human Dimension Meeting**  
Vienna, 21-22 November 2019

**PRACTICAL INFORMATION NOTE**

**I. GENERAL INFORMATION AND ORGANIZATIONAL MODALITIES**

**1. Aim, dates and venue of the meeting**

According to the decision of the Permanent Council (PC.DEC/476, 23 May 2002), each year, the Chairmanship-in-Office organizes three informal Supplementary Human Dimension Meetings (SHDMs), in the framework of the OSCE Permanent Council, in order to discuss key substantive concerns raised at previous Human Dimension Meetings or Review Conferences. The OSCE Office for Democratic Institutions and Human Rights (ODIHR) and, when required, other OSCE structures and institutions assist the Chairmanship-in-Office in preparing the SHDMs.

The Supplementary Human Dimension Meeting (SHDM) on the topic “*On the Right to Freedom of Peaceful Assembly*” will take place in Vienna from 21 – 22 November 2019. The meeting is organized by the Slovak OSCE Chairmanship with the support of the OSCE Office for Democratic Institutions and Human Rights (ODIHR).

During the meeting, recommendations for the OSCE participating States, OSCE institutions, including the OSCE Office for Democratic Institutions and Human Rights, OSCE executive structures, other inter-governmental organisations as well as civil society actors can be identified and addressed. Additional information relevant to the SHDM, including the annotated agenda, which will be made available in due course, can be found on the SHDM webpage at [https://osce.org/odihr/shdm\\_3\\_2019](https://osce.org/odihr/shdm_3_2019).

The SHDM will take place in the Hofburg Congress Centre, Ratsaal meeting room, located on the 5<sup>th</sup> floor.

**2. Participation**

Representatives of OSCE participating States and OSCE executive structures, representatives of inter-governmental organizations, representatives of civil society and researchers having interest in the topic can participate in the SHDM. The Partners for Co-operation can attend and contribute with respect to their co-operation and links with the OSCE in the field. Civil society organizations can find more information below, in the *Information for Civil Society* section.



## Supplementary Human Dimension Meeting

Vienna, 21-22 November 2019

### 3. Registration

Participants wishing to attend the meeting are requested to register within the period indicated online at [https://www.osce.org/odihr/shdm\\_3\\_2019](https://www.osce.org/odihr/shdm_3_2019) and <https://meetings.odihr.pl>.

**Important note:** online registration will be closed after the deadline. Past-deadline and on-site registration will not be possible.

Please allow sufficient time for the self-registration process, in particular if you are a first time user of the new registration system introduced in 2018, as you will have to start by creating a profile. Please note that the new registration system requires individual registration and uploading of your ID photo. Further information and guidance about the new registration process is available in a separate document on the SHDM website.

Registered participants will be able to **collect their badges at the meeting venue** as of Thursday, 21 November 2019, from 9 a.m., at the main entrance hall of the Hofburg Congress Centre. Participants experiencing issues with registration are requested to address their questions to [anna.sierant@odihr.pl](mailto:anna.sierant@odihr.pl).

Participation in the meeting is free of charge, although all travel and accommodation costs should be borne by participants. Participants are kindly requested to make their own travel and hotel arrangements. A list of selected hotels in Vienna is available on the SHDM webpage.

### 4. Modalities, Schedule and Logistics

**Modalities:** The modalities of the meeting are set out in accordance with the decision of the Permanent Council (PC.DEC/476, 23 May 2002).

**Schedule:** The opening session of SHDM will start on Thursday, 21 November at 15.00. During this session the representatives of the OSCE Chair and the OSCE Office for Democratic Institutions and Human Rights (ODIHR) as well as the key-note speakers will present their opening remarks. No comments or statements are foreseen from participants due to short time of the opening session.

Three working sessions will follow, and all participants will have the right to speak during the working sessions.



## Supplementary Human Dimension Meeting

Vienna, 21-22 November 2019

At the closing session, starting on Friday, 22 November at 16.30, the moderators of the three working sessions, serving as rapporteurs, will present the reports from the working groups. There will be time for delegations of participating States to voice their comments and, finally, for the representatives of the OSCE Chair and ODIHR for their closing remarks.

The meeting will end on Friday, 22 November at 17.30.

**Access to plenary and seating:** At the opening and closing session, the delegations of the participating States will be seated at the main, plenary table. During the working sessions the name-plates will be taken down and all participants can sit wherever they wish, including the main plenary table.

Access to the plenary hall will be permitted for up to five representatives at any one time from each individual civil society organization. Civil society organizations with five or more registered participants will receive five transferrable special plenary access badges (floaters), to be added to the individual badge that grants access to the OSCE premises.

**Interpretation:** Interpretation will be available in the six official OSCE languages: English, French, German, Italian, Russian and Spanish.

**Filming:** Only accredited journalists can film with cameras and video cameras. No other audio-visual recordings should be undertaken without the explicit permission of individuals being filmed.

**Nursing facilities:** Child nursing facilities and lactation room are available in the venue.

**Guidelines for the debate:** The intention is to develop a free-flowing discussion based on the keynote speeches, panelists' inputs, discussions, background information and written statements circulated in advance or during the SHDM. To this end, a speakers' list is not envisaged. Participants wishing to speak should indicate this to the moderator and wait for the floor to be given to them by the moderator. A representative of a registered organization/institution/participating State can speak only once during a session. If there is time left before the end of the working session, it might be made available for questions or for other participants who have not had a chance to speak on a particular issue addressed earlier.



## Supplementary Human Dimension Meeting

Vienna, 21-22 November 2019

The moderator will help to ensure that the participants engage in a constructive debate aimed at achieving the meetings' objectives, improving the implementation of OSCE human dimension commitments and formulating recommendations. To this end, moderators may decide about the order of speakers, ensuring that participants speak on the topic under discussion. The moderator may set a maximum speaking time.

Participants should wait for the moderator to give them the floor. When taking the floor, participants shall introduce themselves by providing their name, surname and the name of the organization they represent. Participants should keep their comments short and to the point and speak only within the time frame allotted to them. Interventions should be relevant to the topic of the session and contain specific recommendations. Participants have a right to express their opinions freely, while respecting human rights and the principle of non-discrimination.

Participants shall refrain from presenting or shouting any slogans that might: a.) provoke or disturb order and safety, b.) likely to give rise to violence, c.) discriminate against others on the basis of their race, colour, sex, language, religion or belief, political or other opinion, national or social origin, property, birth or other status (Maastricht 2003, Ljubljana 2005), d.) condone terrorism or the use of violence. Moderators are instructed to ensure that discussions are held in accordance with these principles.

ODIHR reserves the right, in case a large number of participants wish to speak, to introduce in the course of the session a list of speakers and to set a maximum speaking time limit.

**Right of reply:** At the end of working sessions, as well as at the opening and closing plenary, participating States will have the possibility to exercise their right of reply. Participating States should indicate to the moderator early enough before the end of the session their wish to exercise their right of reply, so sufficient time is allocated.

**Display of documents:** Participants may display information materials on the tables in the lobby of the main meeting room.

**Distribution of documents:** Any registered participant present at SHDM may also distribute documents during the SHDM by giving one copy of each document (maximum 3 pages in length) to staff of the Document Distribution Centre. There are no copying and translation services available at the venue.



## **Supplementary Human Dimension Meeting**

Vienna, 21-22 November 2019

### **II. INFORMATION FOR CIVIL SOCIETY**

The Helsinki Document of 1992 (Chapter IV) called for increased openness in OSCE activities and for expanding the role of NGOs. In particular, in paragraph (15) of Chapter IV, the participating States agreed to facilitate during OSCE meetings “informal discussion meetings between representatives of participating States and NGOs”.

As per Chapter IV, paragraphs (15) and (16), of the Helsinki Document 1992, the provision of making “open to NGOs [...] human rights implementation meetings” does not apply to “persons or organizations which resort to the use of violence or publicly condone terrorism or the use of violence.”

In line with these provisions, the OSCE welcomes participation by civil society organizations at the Supplementary Human Dimension Meeting to be held on the Right to Freedom of Peaceful Assembly.

### **III. SIDE EVENTS**

Registered participants representing civil society organizations, international organizations, governments and other registered participants of SHDM are encouraged to organize side events on relevant human dimension issues. Side events are meant to facilitate less formal discussions among representatives of governments, civil society and international organizations. The side events provide an opportunity for the participants to discuss issues that have not been fully covered during the working sessions, since only limited time is assigned to each of the topics.

ODIHR’s role is to co-ordinate the organization of side events and make the necessary venue arrangements. Participants can book rooms dedicated for side events free of charge. The participants organizing a side event will be responsible for its logistics (catering, presentations and technical facilities, interpretation, financing etc.) and for its content.

*Side Events Schedule* will be posted on the SHDM website prior to the meeting. The views expressed during the side events do not necessarily reflect the views of the OSCE.



## Supplementary Human Dimension Meeting

Vienna, 21-22 November 2019

### Online Booking System for Side Events

To facilitate the registration of side events, ODIHR has introduced an online system for booking side events. The online system makes the booking process more efficient and more transparent.

Registered participants wishing to organize side events may proceed to the side event booking within the booking period indicated at <https://meetings.odihr.pl> and [https://osce.org/odihr/shdm\\_3\\_2019](https://osce.org/odihr/shdm_3_2019). The booking system is based on the first come, first served basis.

### Practical arrangements

**Available time slots:** Thursday, 21 November, 13:00 - 14:45 and Friday, 22 November, 13:00 - 14:30

**Venue:** Two side event rooms in Hofburg on Thursday, 21 November (Bibliotheksaal and Room 533), and two on Friday, 22 November (Rooms 532 and 525). Simultaneous interpretation is only possible in Bibliotheksaal and Room 533.

**Refreshments:** After successfully booking a side event room for your side event, refreshments (sandwiches, soft drinks, coffee, tea, etc.) may be arranged for at the expense of the side event organizer, by contacting as soon as possible, following your booking, any of the companies below:

- Joelle Catering, Ms. Joelle Raverdy, [info@joelle-catering.com](mailto:info@joelle-catering.com), 0664 53 35 418
- Catering Kultur, [office@cateringkultur.at](mailto:office@cateringkultur.at), 0664 886 375 36
- M-Eventcatering, Ms. Ildiko Velastin, [velastin@m-eventcatering.at](mailto:velastin@m-eventcatering.at), 408 89 05 23
- TipTopTable, Ms. Margit Koffler, [office@tiptoptable.at](mailto:office@tiptoptable.at), 0664 101 16 94
- Impact Catering Solutions, [office@impacts.at](mailto:office@impacts.at)

Mineral water and glasses will be available in all meeting rooms.

**Interpretation:** Simultaneous/consecutive interpretation services can be provided upon request at the expense of the side event organizer. After successfully booking a side event room, please refer, ASAP, to the OSCE Language Services Section: [Friederike.Schlegl@osce.org](mailto:Friederike.Schlegl@osce.org), [Simona.Martusciello@osce.org](mailto:Simona.Martusciello@osce.org), [Laura.Capeller@osce.org](mailto:Laura.Capeller@osce.org), for further information.



**Supplementary Human Dimension Meeting**  
Vienna, 21-22 November 2019

**Promotion of side events:** ODIHR will post the schedule of side events on the dedicated SHDM webpage a few days before the start of SHDM. The organizers may undertake additional promotional efforts of their side events, at their own expense.

**IV. CONTACT INFORMATION**

**Overall co-ordination:** Mr. Martin Toplišek, at [martin.toplisek@odhr.pl](mailto:martin.toplisek@odhr.pl)

**Co-ordination of side events:** Mr. Ireneusz Stepinski, at [ireneusz.stepinski@odhr.pl](mailto:ireneusz.stepinski@odhr.pl)

**Registration of participants:** Ms. Anna Sierant, at [anna.sierant@odhr.pl](mailto:anna.sierant@odhr.pl)