TECHNICAL NOTE

ALLIANCE AGAINST TRAFFICKING IN PERSONS

Trafficking in Children and the Best Interests of the Child
3-4 April 2017

Vienna, Hofburg

Venue
The 17th High-level Alliance Against Trafficking in Persons conference will address the complex issue of trafficking in children and the best interests of the child. It will take place on Monday 3rd April (afternoon) and Tuesday 4th April 2017 at the OSCE premises in the Hofburg Congress Center, Heldenplatz, A-1600 Vienna.

For more information on access to Vienna and to the conference premises, please see the next page of this technical note.

Please note that access to the OSCE premises is permitted only on presentation of a photo ID card (passport, national ID card or driver’s license) in accordance with lists notified in advance (see below).

Registration
Participants are kindly requested to fill out the registration form, specifying their affiliation, and return it by email to Ms. Elke Lidarik, <elke.lidarik@osce.org> no later than Sunday 19 March 2017. Please note that the registration is only definite upon receipt of a confirmation email from the OSCE.

Language
The meeting will be held in English with simultaneous interpretation from/to English, Italian, Russian, French, German and Spanish.

Visas
Visa support letters can be requested by email to Elke Lidarik <elke.lidarik@osce.org>. Please note that visas will only be granted for the period of the seminar and that your request should be accompanied by a passport copy.

Please be aware that it might take 14 days to get the requested Schengen visa. Therefore applicants are strongly advised to apply for visa well in time.

Please note that it is NOT possible to have your visa issued at the Vienna International Airport upon arrival. Participants must be in possession of the appropriate identity documents for travel to Austria and medical insurance for the full duration of the intended stay.

Further details can be found on the Austrian MFA website www.bmeia.gv.at.
Social media

Active participation in the event is welcomed and encouraged – comments and questions can be sent prior to and during the event via Twitter, @OSCE, and using the hashtag @osce_cthb, #cthb17. Think tanks from the OSCE region are encouraged to follow the discussions and participate via Twitter.

Web streaming

In order to reach a wider audience for the conference, we will also be offering a live web stream of the event on the conference webpage. This webpage can be found under the following address: http://www.osce.org/event/alliance17

Documents

Participants who wish to make documents available to participants are requested to send these materials in electronic format to the OSCE Office of the Special Representative and Co-ordinator for Combating Trafficking in Human Beings < info-cthb@osce.org >, by Sunday 19 March 2017. In addition, photocopiers will be available at the meeting venue for small quantities of materials.

Contact for General Questions

Mrs. Szilvia Okolicsanyi
Senior Secretary, CTHB
Tel: +43-1-51436 6257
Fax: +43-1-51436 6299
< info-cthb@osce.org >

Conference Venue: OSCE Congress Centre, Hofburg, Heldenplatz, Vienna

This is a short walk from U3 Herrengasse and U3/U1 Stephansplatz. When you reach Heldenplatz, the Congress Centre entrance is to your left (look for the flags).

Reaching Vienna Centre from the Airport:

Further information on the transfers Vienna Airport – Vienna City can be found on http://www.viennaairport.com.
Taxis:
A pick up at the airport can be booked in advance at a more moderate price from the companies:
- C&K (Tel: +43 1 44444 - price: € 33 one way)
- Airport Drivers (Tel: +43 1 22 82 250 – price: € 33 one way)
- Airport Taxi Schwechat (Tel: +43 1 707 8888 – price: € 30 one way)

Should you take a taxi from the stands at the airport exit, the price will be the one indicated on the counter plus an additional airport taxi fee (approx. 40-50 euro).

Trains:
a) City Airport Train (CAT) – to Vienna "Wien-Mitte" – Landstraße/Hauptstraße with access to the Underground (U-Bahn Lines 3 and 4) and taxis: http://www.cityairporttrain.com
Price: € 12 one way; € 19 return - Trip: 16 min. non-stop.
Schedule: every ½ hour
OR
b) Schnellbahn (S1, S2 or S7) – to Vienna “Wien-Mitte-Landstraße/Hauptstraße” with direct access to the Underground (U-Bahn Lines 3 and 4) and taxis: http://www.schnellbahn-wien.at/netz/s7.htm
Price: € 3.90 one way – Trip: 28 min.
Schedule: every ½ hour

Bus Services Vienna Airport Lines (2 lines):
Price: € 8 one way; € 13 return - Trip: 20-40 min.
Busses go either to Morzinplatz/Schwedenplatz or to Südbahnhof/Westbahnhof (both having access to the Underground). Please check before taking the bus.
Schedule: every ½ hour
https://www.viennaairportlines.at/en/ – Tel: +43 (1) 7007-32300

Travel Arrangements

Participants are requested to arrange individually for their travel, accommodation, transport, etc. You may find the following list of hotels useful. All costs related to the participation in this event must be covered by the participants or their agencies.

We strongly recommend that hotel and travel bookings are made as quickly as possible.

Suggested Hotels in Vienna

**Please mention the OSCE when you request and confirm your reservation for possible preferential rates.**

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<thead>
<tr>
<th>Hotel Ibis Wien Mariahilf ***</th>
<th>Best Western Hotel Erzherzog Rainer ****</th>
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<tbody>
<tr>
<td>Mariahilfer Gürtel 22-24</td>
<td>Wiedner Hauptstraße 27-29</td>
</tr>
<tr>
<td>1060 Vienna</td>
<td>1040 Vienna</td>
</tr>
<tr>
<td>Tel: +43 1 599 98</td>
<td>Tel: +43 1 22 111</td>
</tr>
<tr>
<td>Fax: +43 1 597 9090</td>
<td>Fax: +43 1 22 111 350</td>
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<tr>
<td><a href="mailto:H0796@accor.com">H0796@accor.com</a></td>
<td><a href="mailto:rainer@schick-hotels.com">rainer@schick-hotels.com</a></td>
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<tr>
<th>Hotel Mercure Wien Zentrum ****</th>
<th>NH Wien City ****</th>
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<tbody>
<tr>
<td>Fleischmarkt 1a</td>
<td>Mariahilfer Straße 32-34</td>
</tr>
<tr>
<td>1010 Vienna</td>
<td>1070 Vienna</td>
</tr>
<tr>
<td>Tel: +43 1 534 600</td>
<td>Tel: +43 1 521 720</td>
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<tr>
<td>Fax: +43 1 534 0232</td>
<td><a href="mailto:nhwien@nh-hotels.com">nhwien@nh-hotels.com</a></td>
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<td><a href="mailto:H0781@accor.com">H0781@accor.com</a></td>
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<tr>
<th>Hotel Capricorno Wien ****</th>
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<tr>
<td>Schwedenplatz 3-4</td>
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<tr>
<td>1010 Vienna</td>
<td></td>
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<tr>
<td>Tel: +43 1 533 31 040</td>
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<tr>
<td>Fax: +43 1 533 76 714</td>
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<tr>
<td><a href="mailto:capricorno@schick-hotels.com">capricorno@schick-hotels.com</a></td>
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Shipments

Shipments of materials for distribution, in particular those sent from outside the EU, may be delayed by Customs. Therefore, please e-mail or fax full details (AWB, proforma invoice with details of contents etc.) to the OSCE Office of the Special Representative and Co-ordinator for Combating Trafficking in Human Beings (info-cthb@osce.org) as soon as the shipment is ready for dispatch so that customs clearance, if required, may be requested in advance. This applies whether the parcel is sent by postal services or by courier.

As the OSCE Congress Centre is unable to hold materials for more than several days prior to events, shipments will only be accepted between Monday 27 March 2017 and Friday 31 March 2017. They should be addressed as follows:

OSCE Vienna
Documents Distribution
Ref: Alliance against Trafficking in Persons / 3-4 April 2017 (Neuer Saal)
Kongresszentrum Hofburg, Heldenplatz
A-1600 Vienna
Austria

Please note that if you have not notified the OSCE Office of the Special Representative and Co-ordinator for Combating Trafficking in Human Beings (info-cthb@osce.org) in advance of your shipment (content and size), it will be returned to you by the OSCE Congress Centre.