

## **INFORMATION NOTE FOR PARTICIPANTS**

**Fifth informal thematic session: “Smuggling of migrants, trafficking in persons and contemporary forms of slavery, including appropriate identification, protection and assistance to migrants and trafficking victims”**

**4 and 5 September 2017**

**VIENNA, AUSTRIA**

### **Place**

The Meeting will be held at the United Nations Office in Vienna, Vienna International Centre, Wagramer Strasse 5, 1400 Vienna, Austria, **in the Plenary, building M (first floor), on 4 and 5 September 2017, from 10:00 a.m. to 6:00 p.m.**

### **Inscription of Member States and UN agencies**

Please see the organizational note for the fifth informal thematic session for advice on inscription.

### **Transportation**

Participants are responsible for making their own arrangements for transportation to and from the airport and the Vienna International Centre.

An airport bus service operates between Vienna International Airport and Morzinplatz (near “Schwedenplatz” stop on metro lines U1 and U4). The one-way fare is 8 euros and 13 euros for a return ticket. The travel time is about 20 minutes. Buses leave the airport for Morzinplatz every 30 minutes from 4:50 a.m. to 0:20 a.m. and from Morzinplatz every 30 minutes from 4:00 a.m. to 11.30 p.m.

There is also a bus service between the Vienna International Centre (near “Kaisermühlen/Vienna International Centre” station on metro line U1) and Vienna International Airport. The fare is 8 euros for a one-way ticket and 13 euros for a return ticket. The travel time is about 30 minutes. Buses leave the airport for the Vienna International Centre every hour from 7:10 a.m. to 8:10 p.m. and leave the Vienna International Centre for the airport every hour from 6:10 a.m. to 7:10 p.m.

The City Airport Train (CAT) transports passengers between the CAT terminal in Vienna (“Wien Mitte/Landstrasse” station on metro lines U3 and U4) to the Vienna International Airport. The fare is 11 euros for a one-way ticket and 17 euros for a return ticket, and the travel time is about 16 minutes. Trains leave the airport for Wien Mitte/Landstrasse every 30 minutes from 6:06 a.m. to 11:36 p.m. and leave Wien Mitte/Landstrasse for the airport every 30 minutes from 5:36 a.m. to 11:06 p.m.

### **Documentation**

Documentation will be electronically available at the Internet page, and can be accessed through the following address:

<https://refugeesmigrants.un.org/smuggling-and-trafficking-migrants>

As part of the secretariat’s efforts to reduce expenditure and support endeavours to limit environmental impact through the digitization of conference materials and publications, the delegates are therefore kindly requested to bring their own copies of the documents to the meeting.

### **Maps and directions**

Maps and orientation of the meeting location can be accessed at:

<http://myconference.unov.org/#!/Orientation>

### **Wireless network connection and Internet Cafes**

Wireless connectivity is available in the entire building Vienna International Center, including inside the meeting rooms and at the Delegates Lounge/coffee area.

### **Post, telephone, telegrams and telefax**

Postal services are available at the post office on the 1st floor of building C.

### **First aid**

Medical attention is available from the clinic operated by the Joint Medical Services, located on the 7th floor of building F (extension 22224 and, for emergencies, extension 22222). The clinic is open from 8.30 a.m. to noon and from 2 p.m. to 4.30 p.m. on Mondays, Tuesdays, Wednesdays and Fridays, and from 8.30 a.m. to noon and from 2 to 3 p.m. on Thursdays. For emergency assistance at other times, please contact staff in the Security Duty Room (room F0E21, extension 3903).

### **Banks**

Banking service is available at the branch of Bank Austria, located on the first floor of the building C. Opening hours are from 9 a.m. to 3 p.m. on Mondays, Tuesdays, Wednesdays and Fridays and from 9 a.m. to 5.30 p.m. on Thursdays.

### **Catering services**

A cafeteria, a restaurant and a bar are located on the ground floor of building F. The restaurant is open from 11.30 a.m. to 2.30 p.m. (reservations are recommended, extension 4877). The cafeteria is open from 7.30 to 10 a.m. and from 11.30 a.m. to 2.30 p.m. The coffee area in the cafeteria is open from 8 a.m. to 3.30 p.m.

The coffee area located on the 7th floor of building C is open from 9 a.m. to 4.30 p.m. Private luncheons and receptions at the Vienna International Centre can be arranged by contacting the catering operations office (room F-184B, extension 4875; e-mail: catering@unido.org).

### **Travel Services**

American Express (room C0E01) is available to participants requiring assistance with travel, car rental, sightseeing and excursions. The office is open from 8.30 a.m. to 5 p.m., Monday to Friday.

### **Access to the Vienna International Centre**

Participants arriving at the Vienna International Centre by taxi are advised to get off in the side lane (Nebenfahrbahn) of Wagramer Strasse, register at Gate 1, walk across Memorial Plaza, proceed to entrance A or B. Participants arriving by metro (U1 line) should get off at the "Kaisermühlen/Vienna International Centre" stop, follow the signs marked "Vienna International Centre", register at Gate 1, walk across Memorial Plaza and enter buildings A or B.

There are no parking facilities for conference participants, except for Permanent Mission delegates in possession of a valid parking permit.