



General Assembly

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Second United Nations Conference on Landlocked Developing Countries

Vienna, 3-5 November 2014

Information for participants

I. Introduction

1. The General Assembly, in its resolution [68/270](#), decided to convene a comprehensive 10-year review conference on the implementation of the Almaty Programme of Action: Addressing the Special Needs of Landlocked Developing Countries within a New Global Framework for Transit Transport Cooperation for Landlocked and Transit Developing Countries, or the second United Nations Conference on Landlocked Developing Countries, from 3 to 5 November 2014 in Vienna. The mandate of the Conference is to: (a) undertake a comprehensive appraisal of the implementation of the Almaty Programme of Action; (b) identify effective international, regional, subregional and national policies in the area of international trade and transit transport cooperation and to review the current situation of transit transport systems in the light of new and emerging challenges, partnerships and opportunities and the means to address them; (c) reaffirm the global commitment to addressing the special development needs of and the challenges faced by the landlocked developing countries as called for at major United Nations conferences and summits; and (d) mobilize international support and action by and in favour of the landlocked developing countries and formulate and adopt a renewed development partnership framework for the next decade.

II. Date and venue of the Conference

2. The second United Nations Conference on Landlocked Developing Countries will be held from 3 to 5 November in the Vienna International Centre at the United Nations Office at Vienna, Wagramerstrasse 5, 1220 Vienna.

III. Secretariat of the Conference

3. In its resolution [68/225](#), the General Assembly welcomed the appointment by the United Nations Secretary-General of the High Representative for the Least Developed Countries, Landlocked Developing Countries and Small Island



Developing States as the Secretary-General of the second United Nations Conference on Landlocked Developing Countries.

4. The Director of the General Assembly and Economic and Social Council Affairs Division of the Department for General Assembly and Conference Management, Ion Botnaru, will serve as the Secretary of the Conference.

IV. Opening of the Conference and seating arrangements

5. The inaugural ceremony of the Conference is tentatively scheduled to take place on Monday, 3 November 2014, at 10 a.m. and will be held in the M-Plenary Conference Hall of the M Building. Delegations are requested to be in their seats by 9.45 a.m. For the opening, each Government will be assigned three seats: one at the table, one adviser seat and one in the overflow area.

6. Seating will also be specifically assigned to other participants at the Conference.

7. Delegations will be seated in English alphabetical order.

8. The Committee of the Whole will start its work in conference room M2 on the afternoon of 3 November 2014.

V. Agenda and programme of work

9. The agenda of the Conference was considered at the first session of the Intergovernmental Preparatory Committee for the Second United Nations Conference on Landlocked Developing Countries and recommended for adoption by the Conference (see [A/CONF.225/1](#)).

10. The General Assembly, in its resolution [68/270](#), adopted the proposed organization of work of the Conference. The programme of meetings will be made available online in the daily *Journal of the United Nations*, providing details on daily activities and information such as titles, times and locations of meetings, agenda items to be considered and relevant documentation. Announcements of events will also be made through the monitors in the M Building.

11. The list of speakers for the general exchange of views will be established on a first-come, first-served basis with the customary protocol that ensures that Heads of State or Government speak first, followed by other heads of delegation. The European Union, in its capacity as observer, will be included in the list of speakers. All States wishing to inscribe on the list of speakers are requested to contact the secretariat indicating the name and the level of the speaker (poliakova@un.org). It is proposed that a time limit of five minutes be established for each statement. The list of speakers will be announced in the daily *Journal of the Conference*. Under agenda item 9, there will be statements by: (a) intergovernmental organizations and other entities that have received a standing invitation from the General Assembly to participate in the capacity of observer in the sessions and work of all international conferences convened under its auspices; (b) associate members of regional commissions; (c) specialized agencies and related organizations; (d) other intergovernmental organizations; and (e) interested United Nations organs. The

representatives of the non-governmental organizations and other major groups will make statements under agenda item 10 of the Conference.

12. In addition to the discussions in the plenary and the Committee of the Whole, the Conference will feature parallel and side events. There will also be a private sector track of the Conference featuring additional side events.

VI. Interpretation

13. The six official languages of the Conference are Arabic, Chinese, English, French, Russian and Spanish. Statements made in the plenary and the Committee of the Whole will be interpreted in the official languages.

14. Statements made in any of the six official languages will be interpreted into the other official languages. Any representative may make a statement in a language other than the official languages. In such cases, the delegation should provide either an interpretation or a written text of the statement in one of the official languages. The interpretation or written text will be considered by the secretariat to represent the official text of the statement and will be used by United Nations interpreters as the basis for interpretation into the other official languages.

VII. Distribution of written statements

15. Delegations wishing to have their statements distributed to the meeting participants are requested to deliver 350 copies to the document distribution counter outside the M-Plenary Conference Hall prior to the start of the meeting at which the statement is being delivered. Participants are reminded that the secretariat will not be in a position to offer reproduction services.

16. Delegations are required to bring 20 copies of their statement to the secretariat desk in the meeting room. Delegations wishing to have their statement posted on the Conference website are encouraged to e-mail the statement to the secretariat beforehand at the following e-mail address: ohrlls-unhq@un.org.

VIII. Documentation

17. The official documentation of the Conference will be issued in Arabic, Chinese, English, French, Russian and Spanish. The main document counter for delegations will be located outside the M-Plenary Conference Hall. Each delegation will be assigned an individual letterbox in which copies of all official documents issued during the Conference will be placed. Delegations are reminded that the document boxes are exclusively for the distribution of official documents of the Conference and may not be used for the circulation of any other papers or documents.

18. The distribution of official documents will be limited to one set per delegation, and delegations are encouraged to bring their own mobile devices loaded with pre-session documentation. All conference documentation will be available on the Conference website.

IX. Participation in the Conference

19. The following participants may attend or be represented at the Conference:

- (a) Representatives of States Members of the United Nations and members of specialized agencies;
- (b) Representatives of the European Union;
- (c) Representatives of the intergovernmental organizations and other entities that have received a standing invitation from the General Assembly to participate in the capacity of observer in the sessions and work of all international conferences convened under its auspices;
- (d) Representatives of the specialized and related organizations;
- (e) Representatives of interested United Nations organs;
- (f) Representatives of non-governmental organizations in consultative status with the Economic and Social Council;
- (g) Representatives of other intergovernmental organizations especially invited by the Secretary-General of the Conference;
- (h) Representatives of non-governmental organizations, including from the private sector, approved and invited by the Preparatory Committee to attend the Conference or invited by the Secretary-General of the Conference;
- (i) Other persons invited by the Secretary-General of the Conference.

20. There is no registration fee for participation in the Conference. All costs of participation will be the responsibility of participants. However, special arrangements will be made to provide financial assistance to facilitate the participation of government representatives from landlocked developing countries.

X. Access and accreditation

21. Access to the Conference premises and conference rooms will be granted upon the presentation of a valid United Nations Vienna International Centre conference pass issued by the United Nations Office at Vienna. Regular United Nations grounds passes from New York and other duty stations will not provide access to the United Nations Office at Vienna. Conference passes must be worn visibly at all times in the Vienna International Centre. Non-government participants holding a Vienna International Centre conference pass are subject to screening at the main entrance of the Centre. Accredited government delegates and VIP groups, including Heads of State or Government, Vice-Presidents, Crown Princes/Princesses, Deputy Prime Ministers and cabinet ministers, as well as their spouses, will be exempt from screening.

Accreditation of delegates (request for a conference pass)

22. The accreditation of official delegations of States, intergovernmental organizations and specialized agencies and related organizations (those listed in para. 19 (a)-(d) above) is handled by the United Nations Protocol and Liaison Service.

23. Pre-accreditation in New York will be open from **Monday, 22 September**, to **Friday, 24 October 2014**. On-site accreditation in Vienna will start on Wednesday, 29 October, and the issuance of conference passes to all accredited participants will start on Friday, 31 October 2014, at the United Nations Office at Vienna Security Pass Office-Gate 1 of the Vienna International Centre. Permanent/observer missions and liaison offices are strongly advised to make use of the pre-accreditation option in New York for all delegates who will participate in the Conference, as this will simplify the process and prevent delays and inconvenience for delegates in Vienna.

24. The issuance of Vienna International Centre conference passes and VIP passes will be done on the basis of an official communication, with an official stamp and signed by the head of chancery or an authorizing official, providing an authorized list of members of the delegation with: (1) name (as it appears in the passport or official identity document); (2) functional title; (3) affiliation; and (4) individual e-mail address. VIP passes are issued to those at the cabinet minister level and higher, as well as to their spouses.

25. In order to expedite the accreditation process, delegations are urged to submit the official communication to the office of the United Nations Protocol and Liaison Service in New York (Attn.: Wai Tak Chua), at Room S-0201; by fax to +1 212 963-1921; or by e-mail to protocolconference@un.org) before the pre-accreditation deadline of **24 October 2014**. A copy of the same should also be sent to the General Assembly Affairs Branch, Department for General Assembly and Conference Management (Attn.: Jolanta Banaszek-Panilla, e-mail: banaszek@un.org). After 24 October, all official communications should be e-mailed to the Conference Accreditation Unit in Vienna (Attn. Wai Tak Chua) at protocolconference@un.org.

26. **It is important to note that the required information referred to in paragraph 24 above, namely, (1) name (as it appears in the passport or official identity document), (2) functional title, (3) affiliation and (4) individual e-mail address, must be clearly specified and listed in numerical order in the official communication.** An individual e-mail address for each delegate should be provided. Upon approval by the Protocol and Liaison Service, the information regarding the delegations will be transmitted to the Vienna Security Pass Office for registration. The provision of an individual e-mail address will ensure that all members of delegations receive an automatic e-mail response confirming their registration. The automatic e-mail response will also contain a link to which each delegate may upload a passport-size colour photograph (in jpeg file format), thus shortening the time that it will take to issue a conference pass on the day of registration. All photographs must be recent, taken not more than six months prior to the Conference. Failure to provide an e-mail address will result in delegates having to line up to be photographed at the Vienna Security Pass Office.

27. Conference passes for all pre-accredited VIPs and delegates will be available for collection by representatives of delegations at the Conference Accreditation Unit in Vienna, which is the Security Pass Office-Gate 1 of the Vienna International Centre. As part of the security arrangements, all participants are required to present an official communication (letter of credentials/nomination) identifying them as authorized representatives, together with their passport or Government-issued photo identity document. Representatives from permanent missions to the United Nations Office at Vienna, upon the presentation of an authorization from the Permanent

Representative, may collect the conference passes for their delegations starting on Friday, 31 October 2014.

28. Collection of conference passes will be made available on:

- **Friday, 31 October, from noon to 4 p.m.;**
- **Sunday, 2 November, from 10 a.m. to 6 p.m.;**
- **Monday 3 November, from 8 a.m. to 4 p.m.**

29. On-site accreditation of delegates will start on Wednesday 29 October 2014 at the Conference Accreditation Unit, located in the Vienna Security Pass Office-Gate 1 of the United Nations Office at Vienna. Delegates who have not been pre-accredited will have to present a letter of credentials/nomination together with their passport or government-issued photo identity document and will be required to fill out an on-site accreditation form. Upon approval by the accreditation officer, delegates may proceed to have their photographs taken and obtain their conference passes.

30. Permanent/observer missions in New York are urged to advise and coordinate with their permanent missions, embassies or consulates general in Vienna or in the region on the proper accreditation procedure in order to avoid dual accreditation and possible confusion.

Credentials

31. The credentials of representatives and the names of alternate representatives and advisers shall be submitted to the High Representative for the Least Developed Countries, Landlocked Developing Countries and Small Island Developing States, who is the Secretary-General of the Conference, if possible not less than two weeks before the date set for the opening of the Conference. Any later change in the composition of delegations shall also be submitted to the Secretary-General of the Conference. They should be sent by fax to 1 917 367 0740 and by e-mail to ohrlls-unhq@un.org. All credentials should also be copied to the Protocol and Liaison Service in New York (fax: +1 212 963 1921) before 24 October 2014 and by e-mail to protocolconference@un.org. The credentials shall be issued by the Head of State or Government, by the Minister for Foreign Affairs or, in the case of the European Union, by the President of the European Council or the President of the European Commission.

Access and accreditation of civil society participants

32. Representatives from civil society organizations wishing to attend the Conference are invited to register with the United Nations Office of the High Representative for the Least Developed Countries, Landlocked Developing Countries and Small Island Developing States. Participants are responsible for their own travel, accommodation and on-site transportation arrangements.

33. The following information is necessary for civil society representatives who wish to be accredited to participate in the Conference: (1) name (as it appears in the passport or official identity document); (2) functional title; (3) affiliation; and (4) individual e-mail address. Please send your request for accreditation, including this information, to Ricardo Z Dunn, e-mail: dunn@un.org; copied to Louise Stoddard, e-mail: stoddard@un.org.

34. All the pre-accredited representatives from the civil society organizations will receive an automatic e-mail response confirming their registration. The automatic e-mail response will also contain a link to which each representative may upload a passport-size colour photograph (in jpeg file format). All photographs must be recent, taken not more than six months prior to the Conference. Conference passes will be issued to all pre-accredited representatives of civil society organizations starting on Friday, 31 October 2014, at the United Nations Office at Vienna Security Pass Office-Gate 1. **The opening schedule will be as follows: Friday, 31 October, from noon to 4 p.m.; Sunday, 2 November, from 10 a.m. to 6 p.m.; and Monday, 3 November, from 8 a.m. to 4 p.m.**

35. Participants are responsible for visa and other necessary arrangements required for entry into Austria.

Access and accreditation of the private sector representatives

36. The United Nations Global Compact is coordinating the organization of the Business and Investment Forum, in collaboration with the United Nations Office of the High Representative, the International Chamber of Commerce and the Austrian Federal Economic Chamber. The high-level luncheon of the Business and Investment Forum will be hosted by the Austrian Federal Economic Chamber and will be by invitation only.

37. Business representatives interested in participating in the thematic sessions or high-level luncheon of the Business and Investment Forum may contact the United Nations Global Compact directly at the following website: http://unglobalcompact.org/docs/news_events/registration/2014-11-04_LLDC/LLDC_registration.html.

38. For further information, please contact:

Ms. Marie Wibe

United Nations Global Compact

DC2-612, 2 UN Plaza

New York, NY 10017

Tel.: 1 212 963 2476

E-mail: wibe@un.org

Ms. Esther Haerim Heo

United Nations Office of the High Representative for the Least Developed Countries, Landlocked Developing Countries and Small Island Developing States

S-3244, 405 East 42nd St.,

New York, NY 10017

Tel: (1) 212 963 0115

E-mail: heoe@un.org

Access and accreditation of media and press

39. Media accreditation is strictly reserved for members of the press: print, photo, radio, television, film, news agencies and online media who represent a bona fide media organization (full guidelines are available at www.un.org/en/media/accreditation/request.shtml).

40. Accreditation will be granted upon the presentation of the following documents:

- (a) Letter of assignment on official letterhead of a media organization signed by the publisher or editor-in-chief;
- (b) Scanned image of a valid press card (national or international);
- (c) Scanned image of a passport/national identity card.

41. Documents should be sent to press@unvienna.org. Applicants will be informed about their accreditation status and how to pick up their access cards.

42. No double accreditation is allowed (e.g., as press and delegate or as press and non-governmental organization).

43. For further information, please contact:

Ms. Veronika Crowe-Mayerhofer
News and Media Liaison Unit
United Nations Information Service, Vienna
Tel.: (+43-1) 26060-3342
E-mail: press@unvienna.org

Accreditation of officials from United Nations organs

44. Interested representatives of the United Nations organs should communicate the composition of their delegations to the Secretary-General of the Conference. Please provide the following information for each representative: (1) name (as it appears in the passport or official identity document); (2) functional title; (3) affiliation; and (4) individual e-mail address. Correspondence should be addressed to the attention of Gladys Mutangadura, United Nations Office of the High Representative, e-mail: mutangadura@un.org; fax: +1-917 367 0740, by no later than 24 October 2014.

45. All the pre-accredited representatives of United Nations organs will receive an automatic e-mail response confirming their registration. The automatic e-mail response will also contain a link to which each representative may upload a passport-size colour photograph (in jpeg file format). All photographs must be recent, taken not more than six months prior to the Conference. Conference passes will be issued to all pre-accredited representatives of United Nations organs starting on Friday, 31 October 2014, at the United Nations Office at Vienna Security Pass Office–Gate 1. **The opening schedule will be as follows: Friday, 31 October, from noon to 4 p.m.; Sunday, 2 November, from 10 a.m. to 6 p.m.; and Monday, 3 November, from 8 a.m. to 4 p.m.**

46. Should representatives of United Nations organs fail to pre-register, they will be required to present an official form of identification (United Nations passport or valid United Nations grounds pass) to the United Nations Office at Vienna Security Pass Office to have their photographs taken and conference passes issued.

XI. List of participants

47. The Conference secretariat will publish a list of participants in the Conference. Permanent/observer missions, intergovernmental organizations and specialized agencies are requested to submit a comprehensive list of their respective delegations to the Conference, with functional titles and designations of all delegates, to Anne Kwak, e-mail: kwaks@un.org, before **24 October 2014**. If a comprehensive list is not received before 24 October, the Conference secretariat in Vienna will use the information contained in the accreditation request received.

XII. Visa requirements

48. A visa for entry into Austria may be required. Participants concerned are strongly advised to seek information on requirements applicable in their case from the Austrian diplomatic or consular missions in their home countries. Participants who require a visa must contact the competent diplomatic or consular authorities of Austria and apply for a Schengen short-stay (C) visa at least three weeks prior to their intended date of arrival in Austria. In countries in which Austria does not have diplomatic or consular representation, visa applications can be submitted to the consular authority of a State party to the Schengen Agreement acting on behalf of Austria in the country concerned. A list of the Austrian diplomatic and consular missions is posted on the Conference website on the following link: www.lldc2conference.org/custom-content/uploads/2014/09/Visa-information.pdf.

XIII. Local transportation

49. Participants are responsible for making their own arrangements for transportation to and from the airport and on-site transportation arrangements from their hotel to the Vienna International Centre. Kindly note that Vienna will not be in a position to provide courtesy or protocol services at the airport for arriving VIPs, nor will it be in a position to set up an information desk at the airport. The permanent representations and/or embassies of the countries attending the Conference are responsible for picking up, taking care of and transporting the Heads of State or Government or Ministers of their countries.

50. An airport bus service operates between the Vienna International Airport and Morzinplatz (U1/U4 metro station at Schwedenplatz) at a cost of 6 euros, which includes luggage. Travel time is approximately 20 minutes. Buses leave the airport for Morzinplatz at 1.20 a.m. and 2.50 a.m., and every 30 minutes from 4.50 a.m. to 12.20 a.m. Buses leave Morzinplatz for the airport at 12.30 a.m. and 2 a.m., and every 30 minutes from 4 a.m. to 11.30 p.m.

51. There is also a bus service between the Vienna International Centre (next to the “Kaisermühlen/Vienna International Centre” station on the U1 metro line) and the Vienna International Airport. The fare is 8 euros for a one-way ticket and 13 euros for a return ticket. The trip takes approximately 20-45 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 5.58 a.m. to 6.58 p.m.

52. The City Airport Train (CAT) transports passengers between the CAT terminal in Vienna (the “Wien Mitte/Landstrasse” station on the U3 and U4 metro lines) and 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 approximately 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.

XIV. Reservation of hotel rooms

53. Participants are responsible for their own accommodation arrangements. Vienna has a full range of hotels in different categories. The following provides options that participants can use to book their hotel rooms:

(a) A list of hotels with United Nations discounted rates has been block-booked and is set out in annex I. These rooms are guaranteed at the discounted rates from now until 1 October 2014. Conference participants should make their booking directly by e-mail as stated in the respective hotel information. Participants should book under the reference “United Nations LLDC Meeting” in order to get block booking rate. The hotels will need the participant’s credit card details, including expiry date, for the reservation. **Free cancellation is permitted until 72 hours prior to arrival. For late cancellation or no-show, 100 per cent will be charged to the client’s credit card (see booking form);**

(b) Participants can also book the hotels that have United Nations rates shown in annex II; however, as these are not block-booked, they are subject to availability and the United Nations rates are not guaranteed. Conference participants should make their booking directly by e-mail, as stated in the respective hotel information;

(c) It is also suggested that participants reserve hotel rooms through their diplomatic missions or online through booking.com, hotels.com, expedia.com or other such websites;

(d) Participants who arrive at the Vienna International Airport without a hotel reservation may wish to contact the Vienna tourist information counter in the arrivals area.

XV. Security

54. During the period of the Conference, the Austrian authorities will be responsible for security outside the premises of the Vienna International Centre. The United Nations Security and Safety Service will be responsible for security inside the Vienna International Centre.

55. Specific requests regarding security arrangements and related matters should be addressed to:

Chief of the United Nations Security and Safety Service

United Nations Office at Vienna, P.O. Box 500

A-1400 Vienna, Austria

Room F0E08

VICSecurityChiefOffice@unvienna.org

Telephone: (+43-1) 26060-3901; fax: (+43-1) 26060-5834

For security reasons, conference participants are requested not to leave luggage, briefcases or laptops unattended.

XVI. Facilities at the Vienna International Centre

Postal services

56. A post office on the first floor of Building C of the Vienna International Centre (ext. 4986) provides all regular postal services, including cable, fax and telephone services, Monday through Friday from 8 a.m. to 6 p.m. Cash transactions are available from 8 a.m. to 5 p.m.

Banks

57. Bank Austria-Creditanstalt has two full-service branches on the first floor of Building C and at the entrance of Building D. Their office hours are Monday, Tuesday, Wednesday and Friday from 9 a.m. to 3 p.m. and Thursday from 9 a.m. to 5.30 p.m.

Medical services

58. Medical attention is available from the clinic operated by Joint Medical Services, located at the Vienna International Centre, Building F, seventh floor (ext. 22223 and, for emergencies, 22222). The clinic's hours are from 8.30 a.m. to noon, Mondays to Fridays; and from 2 to 4 p.m., Mondays, Tuesdays, Wednesdays and Fridays. On Thursdays, the clinic is open from 2 to 3 p.m. In the event of an emergency, the medical service is available from 8.30 a.m. to 5.30 p.m.; outside those hours, contact the Central Security Office, F0E21, ext. 3903.

Catering services

59. A cafeteria, a restaurant and a bar are located in Building F on the entrance level. The restaurant is open from 11.30 a.m. to 2.30 p.m. (table reservations are recommended: ext. 4877, between 11.30 a.m. and 3 p.m.). The cafeteria is open from 7.30 to 10 a.m. and from 11.30 a.m. to 2.30 p.m. The coffee counter in the cafeteria is open from 7.30 a.m. to 3.30 p.m. During the session, the coffee corner on the ground and first floors of Building M will also be in operation, from 9 a.m. to 4 p.m.

Bilateral meetings for VIPs

60. Delegations will be able to book rooms for bilateral meetings. To book rooms, delegates should contact Maxine Jacobs, e-mail: maxine.jacobs@unvienna.org. During the Conference, they should use the same address or go to room MO222.

Access to the Vienna International Centre

61. Participants arriving by taxi are advised to exit the vehicle in the side lane (Nebenfahrbahn) of Wagramer Strasse, register at Gate 1, walk across the plaza and enter the building through entrance "B". Participants arriving by the "U-Bahn" on Line 1 (red) should get off at the "Kaisermühlen-Vienna International Centre", leave the station by the exit closest to the front of the train, enter Vienna International Centre grounds at Gate 1 and proceed to the plaza and entrance "B".

American Express

62. American Express, located in the Vienna International Centre premises (room No. COE01), is available to participants requiring assistance with travel, sightseeing, car rental and excursions. The office hours are Monday through Friday from 8.30 a.m. to 5 p.m.

Photocopying services

63. The secretariat is not in a position to provide photocopying services for delegations.

Information on the Vienna International Centre and the city of Vienna

64. Information on the Vienna International Centre and the city of Vienna can be found at the following web address: www.unvienna.org/unov/en/vic.html.

Use of mobile phones and laptops

65. Delegates are kindly requested to keep their cellular telephones switched off inside the conference rooms, as they cause radio frequency interference in the sound system, which adversely affects the quality of interpretation and the recording of proceedings.

Non-smoking policy at the Vienna International Centre

66. The Vienna International Centre is a non-smoking environment.

Internet cafe

67. An Internet cafe is located on the ground floor of the M Building.

Annex I

Block-booked hotel rooms

Use booking code: United Nations LLDC Meeting
(Euros)

<i>Reservation contact</i>	<i>Category</i>	<i>Rate</i>		<i>Breakfast per person</i>
		<i>Single use</i>	<i>Double use</i>	
Sofitel Vienna Stephansdom Praterstrasse 11020 Wien Tel: +43 1 90616 3108 e-mail: garry.loefgen@sofitel.com www.sofitel.com	Superior	175.00	175.00	EUR 29.00
Mercure Josefshof Wien am Rathaus Josefsgasse 4-6, 1080 Wien Tel: +43 1 404 19 e-mail: h2806-re@accor.com www.mercure.com	Standard	102.00	119.00	Included
Mercure Secession Wien Getreidemarkt 5, 1060 Wien Tel: +43 1 588 38 150 e-mail: h3532-re@accor.com www.mercure.com	Standard	99.00	116.00	Included
Novotel Wien City Aspernbrückengasse 1, 1020 Wien Tel: +43 1 903 03 e-mail: h6154@accor.com www.novotel.com	Standard	135.00	152.00	Included
Suite Novotel Wien City Radingerstrasse 2, 1020 Wien Tel: +43 1 245 88 0 e-mail: h3720@accor.com www.suitenovotel.com	Suite	91.00	104.00	Included
Ibis Wien Messe Lassallestrasse 7A, 1020 Wien Tel: +43 1 217 70 0 e-mail: h2736@accor.com www.ibis.com	Standard	80.00	91.00	Included
Ibis Budget Wien Messe Lassallestrasse 7, 1020 Wien Tel: (+43)12120424 e-mail: h7098@accor.com www.ibis.com	Standard	51.00	57.00	Included

<i>Reservation contact</i>	<i>Rate</i>			<i>Breakfast per person</i>
	<i>Category</i>	<i>Single use</i>	<i>Double use</i>	
AUSTRIA TREND HOTELS Hotel Donauzentrum Wagramer Straße 83-85, 1220 Wien Tel.: +43 (1) 203 55 45-0 e-mail: donauzentrum@austria-trend.at www.austria-trend.at	Standard	75.00	90.00	Included
AUSTRIA TREND HOTELS Hotel Messe Messestraße 2, 1020 Wien Tel.: +43 (1) 727 27-0 e-mail: messe@austria-trend.at www.austria-trend.at	Standard	75.00	85.00	included
AUSTRIA TREND HOTELS Hotel Lassalle Engerthstraße 173-175, 1020 Wien Tel.: +43 (1) 213 15-0 e-mail: lassalle@austria-trend.at www.austria-trend.at	Standard	75.00	85.00	Included

Annex II

Hotel rates in Vienna, 2014

Rates include breakfast, services and taxes, unless otherwise indicated.
(Euros)

<i>Hotel</i>	<i>Category</i>	<i>Single room</i>	<i>Double room</i>
HOTEL ASTORIA Kaerntner Strasse 32-34, 1010 Vienna Tel: 51577-0 E-mail: astoria@austria-trend.at Subway stop: U1/Stephansplatz www.austria-trend.at/hotel-astoria	****	127.00	147.00
HOTEL EUROPA WIEN Kaerntner Strasse 18, 1010 Vienna Tel: 51577-88 E-mail: europa.wien@austria-trend.at Subway stop: U1/Stephansplatz www.austria-trend.at/hotel-europa-wien	****	127.00	147.00
HOTEL AM PARKRING Parkring 12, 1010 Vienna Tel: 51480-0 E-mail: parkring@schick-hotels.com Subway stop: U4/Stadtpark www.schick-hotels.com/parkring-hotel-wien.de.htm	****	From 113.00	From 168.00
TREND HOTEL DONAUZENTRUM Wagramer Strasse 83-85, 1220 Vienna Tel: 203 55 45-0 E-mail: donauzentrum@austria-trend.at Subway stop: U1/Kagran www.austria-trend.at/hotel-donauzentrum/en/	***	77.00	93.00
HOTEL RATHAUSPARK Rathausstrasse 17, 1010 Vienna Tel: 404120 E-mail: rathauspark@austria-trend.at Subway stop: U2/Schottentor www.austria-trend.at/hotel-rathauspark/en/	****	113.00	128.00
HOTEL SACHER WIEN Philharmonikerstrasse 4, 1010 Vienna Tel: 514560 Subway stop: U4/Karlsplatz or U1/Stephansplatz www.sacher.com	*****	208.00	208.00

<i>Hotel</i>	<i>Category</i>	<i>Single room</i>	<i>Double room</i>
HOTEL CAPRI Praterstrasse 44-46, 1020 Vienna Tel: 214 84 04 E-mail: info@dascapri.at Subway stop: U1/Nestroyplatz www.dascapri.at	***	93.00	113.00
NOVOTEL WIEN CITY Aspernbruckengasse 1, 1020 Vienna Tel: 90303 E-mail: h6154@accor.com Subway stop: U1/Nestroyplatz www.novotel.com	***	135.00	152.00
SUITE NOVOTEL WIEN CITY Radingerstrasse 2, 1020 Vienna Tel: 24588 0 E-mail: h3720@accor.com Subway stop: U1/Vorgartenstrasse www.suitenovotel.com	***	91.00	104.00
HOTEL IBIS WIEN MESSE Lassallestrasse 7A, 1020 Vienna Tel: 217705 E-mail: H2736@ACCOR.COM Subway stop: U1/Praterstern www.ibis.com	***	80.00	91.00
HOTEL MERCURE WIEN ZENTRUM Am Fleischmarkt 1A, 1010 Vienna Tel: 53460 0 E-mail: H0781@accor.com Subway stop: U1/U4 Schwedenplatz www.mercure.com	****	126.00	143.00
MERCURE GRAND HOTEL BIEDERMEIER Landstrasser Hauptstr 28, 1030 Vienna Tel: 716710 E-mail: H5357@accor.com Subway stop: U3 www.mercure.com	****	116.00	133.00
PARK INN VIENNA Wagramerstrasse 16/16a, 1220 Vienna Tel: 260 40 0 Subway stop: U1/Vienna International Centre www.parkinn.com/hotel-vienna	****	97.00	112.00

<i>Hotel</i>	<i>Category</i>	<i>Single room</i>	<i>Double room</i>
IBIS BUDGET WIEN MESSE Lassellestrasse 7, 1020 Vienna Tel: 2120424 Subway stop: U1/Praterstern www.ibis.com	***	FROM 45.00	FROM 45.00
		Breakfast 6 per person	
ARCOTEL KAISERWASSER Wagramerstrasse 8, 1220 Vienna Tel: 224 24 0 Subway stop: U1/VIC www.arcotelhotels.com	****	110.00	110.00
HOTEL NH DANUBE CITY Wagramerstrasse 21, 1220 Vienna Tel: 260 200 E-mail: nhdanubecity@nh-hotels.com Subway stop: U1/Alte Donau www.nh-hotels.de	****	99.00	119.00
RADISSON BLU STYLE HOTEL Herrengasse 12, 1010 Vienna Tel: 22780-0 E-mail: info.style.vienna@radissonblu.com Subway stop: U3/Herrengasse www.radissonblu.com	*****	165.00	185.00
HOTEL MARRIOTT Parkring 12a, 1010 Vienna Tel: 51518 0 Subway stop: U4/Stadtpark www.marriott.com/hotels/travel/vieat-vienna-marriott-hotel	*****	169.00	169.00
HOTEL STARLIGHT SUITEN Salzgries 12, 1010 Vienna Tel: 5359222 E-mail: reservation@starlighthotels.com Subway stop: U1/Swedenplatz www.starlighthotels.com/en/hotel/vienna-renngasse.html	*****	100.00	135.00
HOTEL STARLIGHT SUITEN Am Heumarkt 15, 1030 Vienna Tel: 7107808 E-mail: reservation@starlighthotels.com Subway stop: U4/Stadtpark www.starlighthotels.com	****	100.00	135.00

<i>Hotel</i>	<i>Category</i>	<i>Single room</i>	<i>Double room</i>
HOTEL VIENNA RENAISSANCE Linke Wienzeile/Ullmannstrasse 71, 1150 Vienna Tel: 89102-0 Subway stop: U4/Meidling Hauptstrasse www.marriott.com/hotels/maps/travel/viehw-renaissance-wien-hotel/	****	89.00	89.00
HILTON VIENNA Am Stadtpark, 1030 Vienna Tel: 71700-0 Subway stop: U3/U4 Landstrasse www.hilton.com	****	125.00	125.00
INTERCONTINENTAL VIENNA Johannesgasse 28, 1030 Vienna Tel: 711 22 0 E-mail: VIENNA@IHG.COM Subway stop: U4/Stadtpark www.vienna.intercontinental.com	*****	135.00	135.00
HILTON VIENNA PLAZA Schottenring 11, 1010 Vienna Tel: 313 90 0 Subway stop: U2/Schottenring www3.hilton.com	****	125.00	125.00
HILTON VIENNA DANUBE Am Handelskai 269, 1020 Vienna Tel: 72777 72202 Subway stop: U2/Stadium www3.hilton.com	****	125.00	125.00
SOFITEL VIENNA STEPHANSDOM Praterstrasse 1, 1020 Vienna Tel: 906160 E-mail: h6599@sofitel.com Subway stop: U1/Nestroyplatz www.sofitel.com	****	175.00	175.00
MERCURE WIEN CITY Hollandstrasse 3, 1020 Vienna Tel: 213130 Subway stop: U1/Schwedenplatz www.mercure.com/Vienna	****	123.00	142.00

<i>Hotel</i>	<i>Category</i>	<i>Single room</i>	<i>Double room</i>
MELIÁ VIENNA Donau-City-Strasse 7, 1220 Vienna Tel: 90104-2041 E-mail: nicole.zandt@melia.com www.melia.com	****	140.00	140.00
PARK HYATT VIENNA Wipplingerstr 10, 1010 Vienna Tel: 0800293600 E-mail: europe.reservations@hyatt.com Subway stop: U1/Stephansplatz www.vienna.park.hyatt.com	*****	225.00	225.00

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