



Conference Services

ANNUAL SECURITY REVIEW CONFERENCE
Vienna, 23 and 24 June 2009

OSCE Conference Services presents its compliments to the delegations in Vienna and has the honour to inform them about the following organizational modalities for the 2009 Annual Security Review Conference (2009 ASRC) to be held in Vienna on 23 and 24 June 2009:

1. Venue:

All meetings will take place in the "Neuer Saal" of the Hofburg Congress Centre. Interpretation will be provided between the six official languages of the Conference.

Bilateral meeting rooms will be available for participants on the 2nd floor (maximum booking duration of 45 minutes):

Room 210, 2nd floor, Office for Rapporteurs, Keynote Speakers, Panellists and Moderators
Room 201, 2nd floor, capacity: 32 seats at the table, overflow 40 chairs
Room 204, 2nd floor, capacity: 12 seats at the table

2. Program/Agenda:

The agenda, program and the organizational modalities of the 2009 ASRC can be found in Annex 2. An annotated agenda will be circulated at a later stage.

3. Participants:

Delegations are kindly requested to inform Conference Services as soon as possible, and not later than 9 June 2009 by e-mail to elke.lidarik@osce.org or possibly by fax 531 37 - 577, of the names, functions and e-mail addresses of all participants in the 2009 ASRC.

On the basis of these notifications a list of participants will be issued by Conference Services during the Meeting.

4. Media

OSCE Press and Public Information Section will provide appropriate media coverage by inviting and informing press. An official webpage has been created containing relevant information on the conference and can be found under the following address:

<http://www.osce.org/events/>

5. Accreditation:

Permanently accredited delegation members:

A note verbale from delegations in Vienna detailing all participants from delegations in descending order of seniority showing, names, functions and e-mail address should be sent to elke.lidarik@osce.org , fax: +43-1-531 37 577. Those members of OSCE delegations in Vienna who take part in the Conference will have access to the conference area with their regular OSCE badges.

Not permanently accredited participants:

Participants not permanently accredited to the OSCE are kindly requested to fill in the attached registration form (see Annex 1) and to send it to elke.lidarik@osce.org , fax: +43-1-531 37 577 not later than 9 June 2009.

Badges for not permanently accredited delegation members may be obtained at the accreditation counter located in the Segmentgalerie, first floor (open daily from 8:30 a.m. to 5 p.m. during the 2009 ASRC) upon presentation of an appropriate picture identification.

6. Technical equipment:

The Neuer Saal will be equipped with technical facilities for power point presentations. The equipment consists of a large screen, projector, laptop (Microsoft Windows XP, office XP) with remote control, VCR (VHS, S-VHS), mini DV and DVD player, CD-player, floppy disk station and USB-port.

Please note that presenters wishing to test audio/visual equipment may do so from 9 a.m. to 10 a.m. on all days of the Conference.

7. Statements:

Conference Services invite participants in the 2009 ASRC to kindly submit any written contributions they may have, including those that contain reactions to the keynote speeches to Conference Services (elke.lidarik@osce.org). This should not hinder the ad hoc discussion during meetings but contribute to better communication.

8. Visa:

Participants, if required under the Austrian law, are asked to make their own arrangements for securing a visa for entry into Austria. Further details can be found on www.bmaa.gv.at. In case a letter of confirmation of participation for visa requirements is needed, please refer to elke.lidarik@osce.org.

9. Transportation:

Participants are kindly requested to make their own travel arrangements, which will not be paid for by the OSCE.

The **journey time** from the Vienna International Airport to Vienna is approx. **15 - 30 min.** depending on the means of transport (train, bus or taxi) and traffic conditions.

Transportation from the Airport to Vienna city centre:

Further information on the transfers Vienna Airport – Vienna city centre can be found on www.viennaairport.com.

Taxis: Taxis are waiting right in front of the arrival building of the airport. The fare depends on the destination in Vienna and is approx. 30.00 - 40.00 € otherwise taxis - for a pick up at the airport - can be booked in advance at a more moderate price from the company C&K (Tel: +43 1 44444 - price: €29 one way).

Trains:

a) City Airport Train (CAT) – to Vienna "Wien-Mitte" – Landstraße/Hauptstraße with access to the Underground (U-Bahn) and taxis:

www.cityairporttrain.at

The City Airport Train is the nonstop connection between the station Wien Mitte / Landstraße and Vienna International Airport. The ride takes approx. 16 min. From the station Wien Mitte / Landstraße you have **access** to the underground lines U3 and U4. If you are using the CAT you can **check in your luggage** at the **City Air Terminal** at the station Wien Mitte / Landstraße.

Timetable CAT

- from Wien Mitte **to the airport:** from 05:38 to 23:08 every 30 minutes
- **from the airport** to Wien Mitte: from 06:05 to 23:35 every 30 minutes

Fare

- one way ticket for one adult: from 8.00 €
- round-trip ticket for one adult: from 15.00 €

Note: The CAT is not a member of the public transport network and you need an appropriate ticket if you change to or from public means of transport.

b) Schnellbahn (S1, S2 or S7) – to Vienna “Wien-Mitte-Landstraße Hauptstraße” with direct access to the Underground (Line U-4) and taxis.

The S7 is the regional railroad connection of the Austrian Federal Railways ÖBB between the Vienna International Airport and Vienna. the journey time from and to the station Wien Mitte / Landstraße is about 24 min respectively, because the S7 stops at several stations along the way.

You have good access to the public transport network of Vienna at the stations Wien Mitte / Landstraße (underground lines U3 and U4), Wien Nord / Praterstern (underground line U1) and Handelskai (underground line U6).

Timetable S7

- from Wien Mitte **to the airport:** from 04:56 to 21:56 every 30 minutes
- **from the airport** to Vienna: from 05:39 to 22:39 every 30 minutes

Fare

- one way ticket for one adult: 3.40 €

Note: Your ticket is also valid in the public means of transport of Vienna and you can use it for your trip to and from your hotel in Vienna.

c) Bus Services Vienna Airport Lines (2 lines)

Price :€6 one way; €11 return

Busses go either to Morzzinplatz/Schwedenplatz or to Südbahnhof/Westbahnhof (both having access to the Underground). Please check before taking the bus.

The Vienna Airport Lines operate several bus lines between Vienna and the Vienna International Airport.

Wien Schwedenplatz - Vienna International Airport

The trip takes approx. 20 min. From Schwedenplatz you have **access** to the underground lines U1 and U4.

- to the airport: from 05:00 to 23:30 every 30 minutes
- from the airport: from 06:20 to 00:20 every 30 minutes

www.postbus.at – Tel: +43 (1) 7007-32300

10. Accommodation:

Participants are kindly requested to make their own travel arrangements, which will not be paid for by the OSCE . For your convenience, a list of hotels in Vienna is attached hereto (Annex 3).

Practical information about Vienna can be found at <http://www.hotels-austria.com/vienna-info/wien-practrestaurants.htm>.

11. Catering:

- Coffee/tea/soft drinks will be provided free of charge during scheduled coffee breaks
- A cocktail reception hosted by the Greek Chairmanship for all participants will be held in the Hofburg on 23 June 2009 from 6.15 p.m. to 7.15 p.m.
- Lunch will be served in Vorsaal on 24 June 2009 from 1 p.m. – 3 p.m.

12. Points of Contact:

Overall co-ordination queries should be addressed to Ms. Elke Lidarik (elke.lidarik@osce.org), phone: +43 1 51436 6392.

OSCE Conference Services wishes to thank delegates for their support in the common effort and takes this opportunity to renew to the OSCE Delegations the assurances of its highest consideration.

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MEETING

ANNUAL SECURITY REVIEW CONFERENCE

23 – 24 June 2009

Vienna

REGISTRATION FORM FOR DELEGATIONS AND PARTNERS FOR CO-OPERATION

1. State / Delegation:

2. Surname:

3. First Name(s):

4. Position / Title:

5. Place and Date of birth:

6. Citizenship:

7. Passport No.: Issued by:

8. Sex: F e m a l e O M a l e O

9. Delegation's address:

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Phone: Fax:

E-Mail:

Arrival Date: Departure Date:

Date: Signature:

NOTE: As the capacity of the Conference Centre is limited, you are kindly requested to return this registration form duly completed no later than 9 June 2009 to: elke.lidarik@osce.org or by fax: +43 1 531 37 577



MEETING

ANNUAL SECURITY REVIEW CONFERENCE
23 – 24 June 2009
Vienna

REGISTRATION FORM FOR
OSCE INSTITUTIONS AND FIELD OPERATIONS

1. Institution/Mission:

2. Surname:

3. First Name(s):

4. Position / Title:

5. Place and Date of birth:

6. Citizenship:

7. Passport No.:..... Issued by:

8. Sex: F e m a l e O M a l e O

9. Institution/Mission's address:

.....

Phone: Fax:

E-Mail:

Date: Signature:

NOTE: As the capacity of the Conference Centre is limited, you are kindly requested to return this registration form duly completed no later than 9 June 2009 to: elke.lidarik@osce.org or by fax: +43 1 531 37 577



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MEETING

ANNUAL SECURITY REVIEW CONFERENCE
23 – 24 June 2009
Vienna

REGISTRATION FORM FOR
INTERNATIONAL ORGANIZATIONS

1. Organization:

2. Surname:

3. First Name(s):

4. Position / Title:

5. Place and Date of birth:

6. Citizenship:

7. Passport No.:..... Issued by:

8. Sex: F e m a l e O M a l e O

9. Institution/Mission's address:

.....

Phone: Fax:

E-Mail:

Date: Signature:

NOTE: As the capacity of the Conference Centre is limited, you are kindly requested to return this registration form duly completed no later than 9 June 2009 to: elke.lidarik@osce.org or by fax: +43 1 531 37 577

2009 ANNUAL SECURITY REVIEW CONFERENCE

Vienna, 23 and 24 June 2009

Programme

Tuesday, 23 June 2009

- 10 a.m.–1 p.m. Opening session
- 3–6 p.m. Working session I: The OSCE's approach to and activities in the area of early warning, conflict prevention and resolution, crisis management and post-conflict rehabilitation

Wednesday, 24 June 2009

- 10 a.m.–1 p.m. Working session II: Politico-military aspects of security: Arms control arrangements and confidence- and security-building measures in the OSCE area
- 3–5.45 p.m. Working session III: The OSCE's comprehensive and co-operative approach to preventing and combating terrorism and related threats
- 5.45–6.15 p.m. Closing session

Agenda

Opening session (23 June 2009, 10 a.m.–1 p.m.):

Under the overall theme of Co-operative Security: Concept and Commitment — Achievements, Challenges and Prospects, the opening session will set the stage for the Conference by discussing how participating States have worked together to address common security issues, as well as to generate new ideas for enhancing co-operative and comprehensive security. In this context, the opening session could focus on those proposals brought forth recently by some of the OSCE participating States referring to further enhancing European security. The opening session serves to build an intellectual bridge connecting the ideas of the early years of the CSCE/OSCE with current ideas regarding European security arrangements, providing an opportunity to participants to share their views in a wide and comprehensive forum. Moreover, building on relevant OSCE documents, the session will address the need for synergy in promoting co-operative, indivisible and cross-dimensional security. It would also serve as a link between non-military and politico-military aspects of security.

Working session I: The OSCE's approach to and activities in the area of early warning, conflict prevention and resolution, crisis management and post-conflict rehabilitation
(23 June 2009, 3–6 p.m.):

Working session I highlights the importance of addressing and settling the protracted conflicts on the basis of the Helsinki Final Act and all other agreed OSCE norms and principles. It will review the OSCE activities related to crisis situations, *inter alia*, armed conflicts, and their impact on peace, stability and security in the OSCE area, with special focus on developments since the 2008 ASRC, including in August 2008. In this regard, it will examine the relevant work of the field operations as well as which tools, instruments and procedures were used, including Chapter III of the Vienna Document 1999 and what can possibly be learned from these experiences. Moreover, the session will reflect on whether the OSCE toolbox needs further improvement/updating. Since the OSCE approach to early warning, conflict prevention and resolution, crisis management and post-conflict rehabilitation is an integral part of discussions on European security, this session will benefit directly from the deliberations in the opening session.

Working session II: Politico-military aspects of security: Arms control arrangements and confidence- and security-building measures in the OSCE area
(24 June 2009, 10 a.m.–1 p.m.):

With reference to paragraph 1 of MC.DEC/13/08 on issues relevant to the Forum for Security Co-operation, the session will focus on efforts in the field of arms control agreements and confidence- and security-building measures (CSBMs). Participants will have the opportunity to review the state of play of existing arms control arrangements, with special focus on the CFE regime, as well as the CSBMs and possible ways for their further improvement, including better use of regional and subregional CSBMs.

Working session III: The OSCE's comprehensive and co-operative approach to preventing and combating terrorism and related threats (24 June 2009, 3–5.45 p.m.):

This session will provide an opportunity to explore possibilities for realizing the OSCE's concept of comprehensive security in combating terrorism, *inter alia* through discussing OSCE activities referred to in MC.DEC/10/08. Participants will review implementation of existing OSCE commitments in combating terrorism, as mandated by MC(10).DEC/3. Participants could reflect on the Secretary General's report submitted to participating States on 1 April 2009, as stipulated in MC.DEC/10/08. Security challenges and threats linked to terrorist activities, such as the smuggling of arms and narcotics and trafficking in human beings may also be considered. Other topics that could be addressed, especially from a regional perspective and with the combating of terrorism as the common denominator, are border security and management and cross border co-operation. Moreover, the session can be used as a forum to exchange views on progress made in implementing UNSCR 1540 in respect of its relevance to counter-terrorism work in the OSCE.

Closing session (24 June 2009, 5.45–6.15 p.m.):

In the closing session, the Chairperson will present a first perception of the results of the working groups, as well as recommendations made at the Conference on ways to follow up on them, in order to enhance the security dialogue.

ORGANIZATIONAL MODALITIES OF THE 2009 ANNUAL SECURITY REVIEW CONFERENCE

Vienna, 23 and 24 June 2009

Background

The Tenth Meeting of the OSCE Ministerial Council, at Porto, by adopting its Decision No. 3, dated 7 December 2002, established the Annual Security Review Conference (ASRC) to provide a framework for enhancing security dialogue and for reviewing security work undertaken by the OSCE and its participating States, to provide an opportunity to exchange views on issues related to arms control and confidence- and security-building measures, and to promote the exchange of information and co-operation with relevant international and regional organizations and institutions.

Organization

A representative of the Chairperson-in-Office will chair the opening and closing sessions. The Secretariat will issue a journal of the Conference.

Each working session will have one moderator and at least one rapporteur. The Conflict Prevention Centre (CPC) will serve as co-ordinator for preparing the session.

The FSC contribution to the ASRC includes the chairing of the second working session by a member of the FSC Troika or the Director of the Conflict Prevention Centre (CPC).

The Rules of Procedure of the OSCE will be followed, *mutatis mutandis*, at the Conference. Also, the guidelines for organizing OSCE meetings (Permanent Council Decision No. 762) will be taken into account.

Interpretation from and into all six working languages of the OSCE will be provided at the opening, working and closing sessions.

The Chairmanship will co-ordinate the preparation of the ASRC with the FSC Chairperson and the OSCE Secretariat.

The Chairperson-in-Office will distribute a comprehensive report on the Conference before the summer recess.

The Press and Public Information Section (PPIS) will inform the press, as appropriate.

Participation

The participating States are encouraged to be represented at a high level, by senior officials from capitals, responsible for security-related policy in the OSCE area.

The OSCE institutions will participate in the Conference, as will the Secretary General and the Conflict Prevention Centre (CPC). The OSCE Parliamentary Assembly and the Partners for Co-operation will be invited to participate.

The Chairmanship may also invite some heads of OSCE field operations to participate in the Conference. Consideration should be given to the possibility of inviting heads of field operations to be present as keynote speakers or moderators.

The international organizations that may be invited are the security-related organizations mentioned in Permanent Council Decision No. 862, of 16 October 2008.

Consideration is to be given to the possibility of inviting security-related scientific institutes, think-tanks of international standing, and NGOs to send keynote speakers or to be represented as members of national delegations.

General guidelines for participants

The work of the ASRC will be conducted in five sessions. The opening session is intended to provide an opportunity for formal statements to be delivered and to set the stage for substantive, focused and interactive discussions at the working sessions. The opening session will include the welcoming remarks by the Chairperson-in-Office or her representative and the report by the FSC Chairperson. The Chairmanship will explore the possibility of inviting high-level special guest(s) to address the Conference.

The working sessions will concentrate on one topic, introduced by one or two keynote speakers, whose addresses may be followed by a discussion of relevant subtopics that are mentioned in the agenda.

The aim is an interactive and free-flowing discussion.

In order to reinforce the effectiveness of security activities across all three dimensions of the OSCE, it is expected that, at each of the sessions, the interfaces of security, and also the question of co-operation with other international organizations, will be addressed.

To promote interactive discussion, the formal statements at the opening session and the interventions at the working sessions should be as concise as possible and should not exceed five minutes in length. Prior circulation of statements and interventions will enhance the possibility for engaging in discussion.

By 9 June 2009, the participants in the Conference should inform the OSCE Secretariat of the composition of their delegations to the ASRC, in response to the information circular regarding organizational aspects of the Conference which will be sent out by the OSCE Secretariat.

By 15 June 2009, the participating States and other participants in the Conference are invited to submit any written contributions they may have, including those that contain reactions to the keynote speeches.

Written contributions should be submitted to the Conflict Prevention Centre (CPC), which will then distribute them. The information could also include contributions from OSCE institutions and other international organizations, if appropriate.

Guidelines for keynote speakers

The contributions of the keynote speakers should be focused on the subject of the relevant session, thus setting the scene for the discussion at the sessions, and should stimulate debate among delegations by raising appropriate questions and suggesting potential recommendations based on OSCE realities.

The maximum available speaking time is 20–25 minutes per keynote speaker.

Keynote speakers should be present during the entire session at which they are speaking, and should be ready to engage in the debate following their presentation.

To enable delegations to prepare themselves, keynote speakers should provide a written contribution and their biographical synopsis to the CPC by 6 June 2009. In their presentations, keynote speakers should touch on the highlights of their written contribution.

Guidelines for moderators and rapporteurs

The moderator chairs the session and should facilitate and focus the dialogue among delegations. The moderator should stimulate the debate by introducing items related to the subject of the opening and working sessions, as appropriate, in order to broaden or focus the scope of the discussion.

The rapporteurs' written reports should address issues raised during the relevant sessions, and should cover problem areas, improvements, suggestions made at the session, and other relevant information.

Personal views shall not be advanced.

Guidelines for the participation of other international organizations

International organizations may participate in all the sessions. They are invited to concentrate their contributions on aspects of co-operation with the OSCE within the scope of the relevant session.

International organizations should provide factual information, useful for the participants of the ASRC, to the CPC by 6 June 2009.

HOTELS IN VIENNA

Hotel	Address		Tel/Fax (+43-1)	e-mail/website

RATHAUS €118 - €138 – incl. breakfast	Lange Gasse 13	1080 Vienna	Tel: 407 43 02 Fax: 409 42 72	www.hotel-rathaus-wien.at office@hotel-rathaus-wien.at
ROYAL €79 – incl. breakfast	Singerstraße 3	1010 Vienna	Tel: 515 68-96 Fax: 513 96 98	www.kremslehnerhotels.at royal@kremslehnerhotels.at
KAISERHOF €109 – incl. breakfast	Frankenberggasse 10	1040 Vienna	Tel: 505 17 01-81 Fax: 505 88 75 88	www.hotel-kaiserhof.at reservation@hotel-kaiserhof.at
TIGRA €108 - €176 – incl. breakfast	Tiefer Graben 14	1010 Vienna	Tel: 533 96 41 Fax: 533 9645	www.hotel-tigra.at info@hotel-tigra.at
AMADEUS €87 - €126 incl. breakfast	Wildpretmarkt 5	1010 Vienna	Tel: 533 87 38 Fax: 533 87 38/38	www.hotel-amadeus.at office@hotel-amadeus.at

WANDL €96,30 – €114,30 – incl. breakfast	Petersplatz 9	1010 Vienna	Tel: 534 550 Fax: 534 55 77	www.hotel-wandl.com reservation@hotel-wandl.com
WIENER STAATSOPER €82 - € 96 – incl. breakfast	Krugerstraße 11	1010 Vienna	Tel: 513 12 74 Fax: 513 12 74-15	www.zurwienerstaatsoper.at office@zurwienerstaatsoper.at
Pension NOSSEK €76 - €98 – incl. breakfast	Graben 17	1010 Vienna	Tel: 533 70 41 Fax: 535 36 46	www.pension-nossek.at reservation@pension-nossek.at
AUSTRIA €80 – incl. breakfast	Wolfengasse 3	1010 Vienna	Tel: 515 23 Fax: 515 23-507	www.hotelaustria-wien.at office@hotelaustria-wien.at
KÄRNTNERHOF €76 - €99 – incl. breakfast	Grashofgasse 4	1011 Vienna	Tel: 512 19 23 Fax: 513 22 28/33	www.karntnerhof.com info@karntnerhof.com
POST €73 - €87 – incl. breakfast	Fleischmarkt 24	1010 Vienna	Tel: 515 83/0 Fax: 515 83/809	www.hotel-post-wien.at office@hotel-post-wien.at
SCHWEIZERHOF €85 - €95 – incl. breakfast	Bauernmarkt 22	1010 Vienna	Tel: 533 19 31 Fax: 533 02 14	www.schweizerhof.at office@schweizerhof.at
CLIMA CITYHOTEL €140 – incl. breakfast	Theresianumgasse 21a	1040 Vienna	Tel: 505 16 96 Fax: 504 35 52	www.climacity-hotel.com reservierung@climacity-hotel.com
CARLTON OPERA €89 – incl. breakfast	Schikanedergasse 4	1040 Vienna	Tel: 587 53 02-0 Fax: 581 25 11	www.carlton.at carlton@eunet.at
DREI KRONEN €49 – €119	SchleifmühlgaÙe 25	1040 Vienna	Tel: 587 32 89-0 Fax: 587 32 89-11	www.hotel3kronen.at office@hotel3kronen.at
NH HOTEL MARIAHILF No special rates	Mariahilferstraße 32-34	1070 Vienna	Tel: 521 72-0 Fax: 521 72-15	www.nh-hotels.de nhwien@nh-hotels.com
NH HOTEL ATTERSEEHAUS No special rates	Mariahilferstraße 78	1070 Vienna	Tel: 524 56 00-0 Fax: 524 56 00-15	www.nh-hotels.de nhatterseehaus@nh-hotels.com