

United Nations/Italy Workshop on the Open Universe Initiative

Vienna International Centre, Vienna
20-22 November 2017

Practical information for participants

Opening date and place of the Workshop

The UN/Italy Workshop on the Open Universe will be held at the Vienna International Centre (VIC), Wagramer Strasse 5, 1220, Vienna, from 20-22 November 2017. The session will open on Monday, **20 November, at 9:00 a.m. in Room C2 (7th floor of building C)**.

Orientation details: <http://myconference.unov.org>

Access to VIC

Pre-printing of the badges has been arranged. The participants would be required to upload their pictures to the system when you get an email from the security for uploading photos. The photos should be JPG format and the size 2 x 2 inches (5 x 5 cm) and should be uploaded before the meeting.

Participants without a valid grounds pass are kindly asked to enter via Gate 1, visitor's entrance, where they can have their pre-printed badge issued. Participants should provide an appropriate form of identification at the entrance.

The Pass Office will be open from 8:00 a.m. to 4:00 p.m. Staff from the Office for Outer Space Affairs (UNOOSA) will be present at Gate 1 from 8:15 to 9:15 a.m. on Monday 20 November for registration and access (please see the building plan below).

Postal Service

A post office on the first floor of building C provides all regular postal services, Monday through Friday from 8:00 a.m. to 6:00 p.m.

Bank

The Bank Austria has a branch on the first floor of building C that provides full banking services. Bank hours are Monday, Tuesday, Wednesday and Friday from 9:00 a.m. to 3:00 p.m. and Thursdays from 9:00 a.m. to 5:30 p.m.

Medical Services and other Emergency Services

Medical attention is available from the clinic operated by the Joint Medical Service located at the VIC, building F, seventh floor (extension 22225 and, for emergencies 22222). Within the

Vienna International Centre premises the emergency services can be reached by dialing “99” on any landline phone within the building. Outside of the Vienna International Center the emergency number for the fire brigade is “122”, for the police is “133” and for the ambulance is “144”.

Catering Services

A cafeteria, a restaurant and a bar are located in building F, entrance level.

Please note that:

- The restaurant (table reservation recommended, ext. 4877) is open from 11:30 a.m. to 2:30 p.m.
- The cafeteria is open from 7:30 to 10:00 a.m. and from 11:30 a.m. to 2:30 p.m.
- The opening hours of the coffee corner in the cafeteria are from 8 a.m. to 3.30 p.m.
- The coffee bar located on the seventh floor of the C building opens daily from 9 a.m. to 4.30 p.m.
- There are coffee corners on the second and fourth floors of the C building that are not always open.

Travel Services

American Express Travel Services is at the disposal of participants requiring assistance with such matters as travel, sightseeing, car rental and excursions. The office is located in the corridor in building F. The office hours are Monday through Friday from 8:30 a.m. to 5:00 p.m.

Airport transfer

Please, note that the arrangement of airport transfer is the sole responsibility of the participants. There are taxi, bus, train and other connections from the airport to the city. Further information can be found under the link below:

http://www.viennaairport.com/en/passengers/arrival_parking

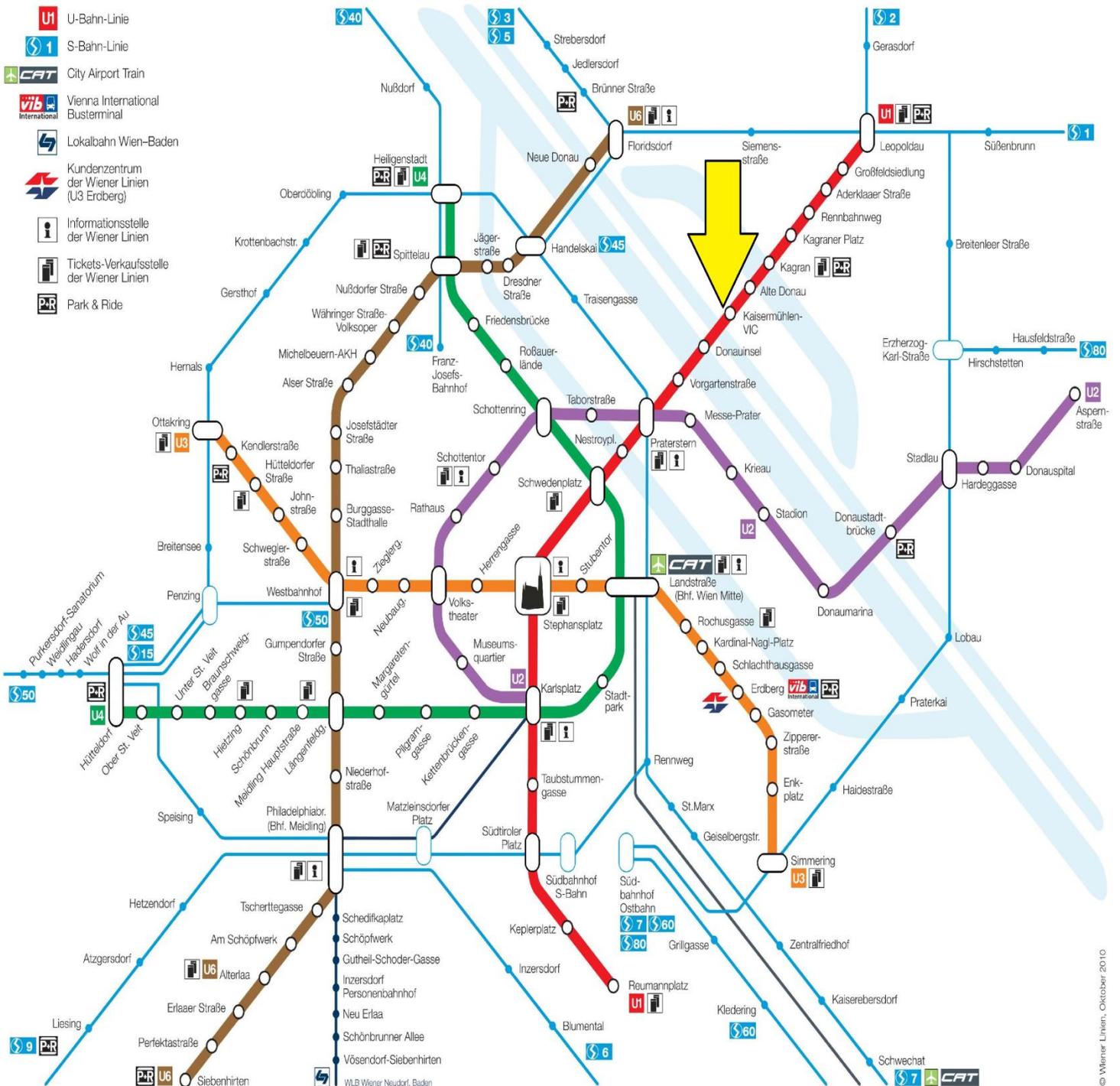
Vienna Public Transport

Please, note that Vienna has a wide network of public transport, which includes the local subway, called U-Bahn (map displayed below), buses and trams. Please, note that the weekly tickets in Vienna are sold based on a calendar week, i.e. Monday to Monday, rather than a week from the moment of sale or validation. Please note that whilst in public transport it is always advisable to have your ticket in your possession as random tickets checks are common. Further information about purchasing tickets can be found under the link below:

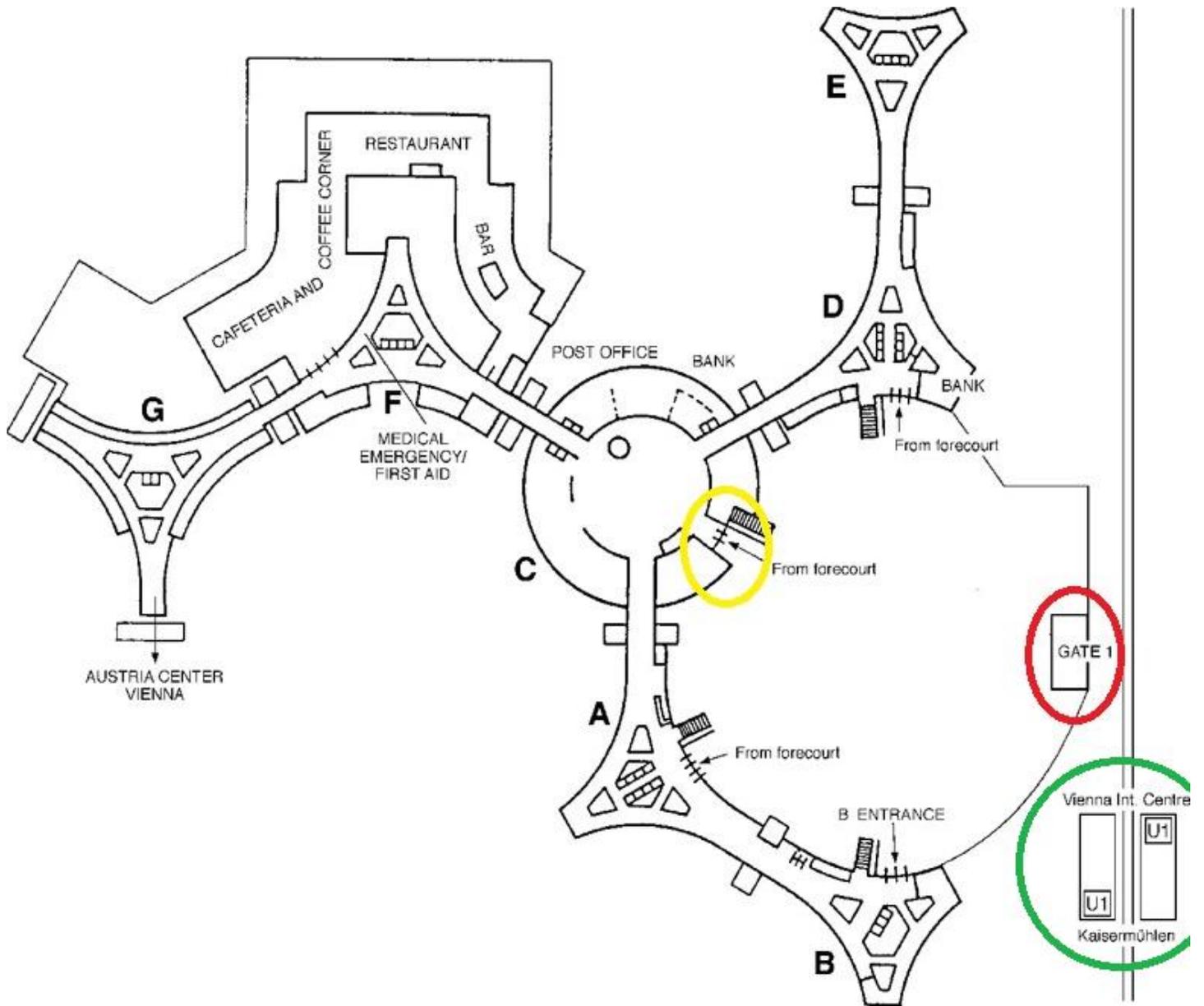
<https://www.wien.gv.at/english/transportation-urbanplanning/public-transport/>

Vienna U-Bahn map

Vienna International Center has its own station, called “Kaisermühlen – Vienna International Center”. It is located on the U-1 line, indicated red on the U-bahn map. For your convenience the station is indicated with the yellow arrow. Once you arrive at the station, please follow the signs to go to the Vienna International Center, **not** the Austria center. In case you were to travel from the city center (in the train heading towards Leopoldau) please turn towards the exit located at the direction of the front end of the train you have just traveled on. In case you were to travel towards the city center (in the train towards Reumannplatz) please turn towards the exit located at the direction of the rear end of the train you have just traveled on.. Gate 1 of the Vienna International Center is right at the exit from the station.



Please note the map of the VIC below. Participants enter through Gate 1 for the security check and collection of their ground pass. Gate 1 is highlighted with the red circle, whilst the entrance to the C building where the Workshop will be held is highlighted in with the yellow circle. The Kaisermühlen U-Bahn Station is marked with the green circle.



More details on orientation in: <http://myconference.unov.org/#!/Orientation>

Floor C07: Rooms C2, C5 and C6

