

Third ICAO/UNOOSA Aerospace Symposium

Vienna International Centre, Vienna
29-31 August 2017

Practical information for participants

Opening date and place of the Workshop

The Third ICAO/UNOOSA Aerospace Symposium will be held at the Vienna International Centre (VIC), Wagramer Strasse 5, 1220, Vienna. The Symposium will open on Tuesday, 29 August **at 9:30 a.m. in Board Room D on the 4th floor of the C building**. The subsequent meetings of the Symposium will be held according to the Programme.

Access to VIC

For security reasons, conference/grounds passes are necessary for admittance to the Vienna International Centre. Conference badges will be issued at the United Nations Security and Safety Section Pass Office at Gate 1 (please, see the building plan below). 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 8:30 to 10:00 a.m. on Tuesday 29 August for registration and access.

Please, note that all participants should register through the following webpage. Participants accredited to the United Nations in Vienna and who already have a grounds pass are encouraged to register through this webpage.

<https://www.icao.int/meetings/space2017/Pages/default.aspx>

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, that Gate 1 where the participants enter for the security check and to collect their ground pass (please, see above) 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.

