

INFORMATION NOTE FOR PARTICIPANTS

Sixth Review Meeting of the Contracting Parties to the Convention on Nuclear Safety

24 March – 4 April 2014, Vienna, Austria

I. Registration

In order to facilitate the registration process, Contracting Parties to the Convention on Nuclear Safety are kindly requested to submit the composition of their delegation that will attend the Sixth Review Meeting, by **Friday 14, March 2014**, to the following email address: R.Dionot-Ilbegi@iaea.org, with a copy to CNS-2014.Contact-Point@iaea.org.

It should be noted that the practice for the past Organizational, Review and Extraordinary Meetings, consisting of affixing a dot on the ground passes to identify participants with access rights to the meeting rooms was reviewed in order to increase the measures to enforce the confidentiality nature of the Convention meetings (in accordance with Rule 20 of the Rules of Procedure and Financial Rules, INFCIRC/573/Rev.5). It was hence decided, since the Second Extraordinary Meeting held in August 2012, to introduce a **dedicated colour ground pass for all participants, including staff from the Permanent Missions**.

The on-site registration will take place at Gate 1 of the Vienna International Centre (VIC) as follows:

- 1) Friday, 21 March 2014 from 11 a.m. to 4 p.m.;
- 2) Sunday, 23 March 2014 from 11 a.m. to 6 p.m.;
- 3) Monday, 24 March 2014 from 7.30 am to 5 p.m.; and
- 4) Tuesday, 25 March 2014 onwards from 8 a.m. to 5 p.m.

Based on the nominations received by the Secretariat, ground passes with photographs will be issued upon presentation of a valid ID with a photograph. Participants whose nominations have been submitted **after Friday, 14 March** should – in addition to a valid ID – present a copy of the nominations in order to obtain their ground passes.

In order to avoid lines at Gate 1 and to be on time for the official opening on **Monday 24 March, 10 a.m.**, participants are strongly encouraged to avail themselves to the on-site registration facilities available as of **Friday, 21 and Sunday, 23 March**. Permanent Missions may collect the ground passes for all members of their delegations. In such cases, however, the designated collector will need to (a) be in possession of an appropriate authorization signed by the Resident Representative or the Chargé d'Affaires, and (b) be responsible for the delivery of the passes to all members of his/her delegation, as, **once collected, passes can neither be returned to the Registration Desk nor reprinted**.

II. Visas

Participants requiring a visa to enter Austria should contact the nearest consular or diplomatic representative of Austria as early as possible. Austria is a Schengen State and, therefore, visa applications should be for a “Schengen visa” and must be submitted at least 4 weeks before entry into Austria. In States where Austria has no consular or diplomatic representation, visas can be obtained from a Schengen partner State representing Austria in the country in question.

Only in exceptional cases is the Agency able to assist participants who encounter difficulties in obtaining a visa. In such instance, all necessary information (full names as they appear in the passport, date of birth, nationality, type of passport, as well as a copy of the first page, passport number, place and dates of issue and expiry, length of stay, arrival date, flight details and a short description of the problem encountered) should be sent, at least 4 weeks prior to the Meetings to: R.Dionot-Ilbegi@iaea.org.

III. Hotel Accommodation and how to reach Vienna International Centre

Information on hotel accommodation and about how to reach Vienna International Centre can be found on the Secretariat's web site under heading "Other Information" at: <http://www-pub.iaea.org/iaemeetings/>.