



2014 Human Dimension Implementation Meeting

Warsaw, 22 September – 3 October 2014

TECHNICAL INFORMATION

1. The meeting will be held in the hotel Sofitel Victoria Warsaw. The hotel is located in the centre of Warsaw and has the following address:

Sofitel Victoria Warsaw
Królewska St. 11
00-065 Warsaw, Poland

2. The Meeting will start on 22 September at 10.00 a.m. with the opening plenary session, it will be followed by 18 working sessions and the concluding plenary session will finish on 3 October, at 1.00 p.m.
3. The participants will have at their disposal a Conference Room for Plenary and Working Sessions, as well as several smaller rooms for side events. Side events will also take place in the main Plenary Room during the lunch breaks and after the sessions on given days.
4. Participants are kindly requested to register for the Meeting before the opening Plenary Session, preferably by 3rd September. Advance online registration at <http://meetings.odihr.pl> is highly recommended in order to avoid delays in issuing the Meeting badges and materials before the opening Plenary Meeting. The registration desk will also be open during the Meeting from 8 a.m. to 6 p.m.
5. The Meeting will be interpreted into the six official OSCE languages: English, French, German, Italian, Russian and Spanish.
6. The number of seats and order in which the delegations of the participating States will be seated at the Plenary and Working sessions will be similar to that of the previous Implementation Meetings.
7. All participants will have equal access to the list of speakers during the Working Sessions of the Meeting. The delegations of the participating States will be able to exercise their right of reply throughout the Meeting.
8. Participants will be provided with necessary facilities for the display and distribution of relevant publications, documents and information materials. Any participant wishing to distribute documents during the Human Dimension Implementation Meeting will only be able to do so through the Documents Distribution System (DDS), in accordance with special guidelines available on the website prior to the event. Written statements and recommendations can also be forwarded in advance to hdim@odihr.pl (see the Guidelines)



2014 Human Dimension Implementation Meeting

Warsaw, 22 September – 3 October 2014

9. Side events will be held over the course of the Meeting. Those wishing to organize a side event are requested to fill out the checklist available on the HDIM website and send it to Mr. Ireneusz Stepinski at ireneusz.stepinski@odihr.pl by **Friday, 5 September 2014** at the latest. Additional information on the content and objectives of any side event, as well as timing and duration, will be available on the website of the Meeting prior to the event.
10. Participants may display information materials on the tables in the lobby of the main meeting room. They may also distribute documents through the Documents Distribution System, in accordance with special guidelines that will be available on the website prior to the event.
11. There will be a “Delegations” and a “IOs/NGOs room” equipped with computers and an access to Internet available for the duration of the Meeting
12. In order to assist the participants with accommodation, booking forms for the hotel where the Meeting will take place, as well as a list of other chosen hotels in Warsaw, are available on the Meeting’s website.

Additional information concerning the HDIM modalities and further documents related to the Meeting are available on the OSCE website at http://www.osce.org/odihr/hdim_2014.

ODIHR is at the disposal of delegations and all other participants in any other matters related to the Meeting. Please find the contact details below:

Registration of participants: Ms. Anna Sierant at Anna.Sierant@odihr.pl or +48 22 5200 627

Registration and organization of side events: Mr. Ireneusz Stepinski at Ireneusz.Stepinski@odihr.pl or +48 22 5200 658

Organizational matters: Ms. Kamila Czerwinska at Kamila.Czerwinska@odihr.pl or +48 22 5200 657