



Fourth regular session

PRELIMINARY INFORMATION FOR DELEGATIONS

INTRODUCTION

1. This paper is intended to provide Governments with information of a general character which they may find helpful when planning their representation at the fourth regular session of the General Conference, which will open at 10.30 a. m. on Tuesday, 20 September 1960, and is expected to last about two weeks. Should there be any other matter on which a Government would like information, the Secretariat will do its best to provide it.

2. A handbook giving more comprehensive information for the guidance of delegates and members of their staffs is being prepared. It will be issued about one week before the Conference meets and will be available to members of delegations on their arrival in Vienna.

THE AGENCY'S HEADQUARTERS AND THE CONFERENCE AREA

3. Most of the offices of the Secretariat are at Körntnerring 11, Vienna I. All mail should be addressed there. Telephone number: 52 45 25. Telegraphic address: INATOM VIENNA.

4. The General Conference will meet in the Neue Hofburg, Heldenplatz, Vienna I (telephone: 52 16 87), where the language and documents services, including the distribution service, are located. Branches of the Secretariat responsible for serving the Conference will also move to this building for the session.

5. The offices of the Secretariat and the Neue Hofburg, which are ten minutes' walk apart, are in the centre of the city near to most of the principal hotels and the main shopping area.

INFORMATION DESK

6. On 19 September an Information Desk will open in the entrance hall of the Neue Hofburg to provide delegations with any information they may need immediately after their arrival in Vienna. On application to the Information Desk members of delegations will be directed to the Documents Centre, where documents awaiting them may be collected, and to the Protocol Office, which will issue the passes they will need for the Conference.

CREDENTIALS OF DELEGATES

7. It is laid down in Rule 27 of the General Conference's Rules of Procedure that a delegate's credentials shall be issued either by the Head of State or Government or by the Minister of Foreign Affairs. [1] Each delegate will require such credentials specifically for the fourth regular session of the General Conference even if he is already accredited to the Agency in some other capacity, e. g. as a resident representative.

[1] GC(II)/INF/16 and addendum 1.

8. Rule 27 also requires delegates' credentials to be submitted to the Director General if possible not less than seven days before the beginning of the session to which they relate. For the third regular session last year a considerable number of credentials were received late, some even after the session had begun. This created difficulties, particularly for the Credentials Committee; it is therefore requested that credentials for the forthcoming session be submitted to the Director General not later than 13 September.

COMPOSITION OF DELEGATIONS

9. Under Rule 27 the time limit referred to in the preceding paragraph applies also to the communication to the Director General of the composition of delegations. This information is, however, needed even earlier if a reasonably complete first edition of the delegation list is to be prepared and ready for delegates and members of their staffs immediately on arrival in Vienna. To this end it would be most helpful if Governments could let the Secretariat know the composition of their respective delegations by the end of August, even if at that stage the information is only provisional. Further editions of the delegation list will be circulated during the session to reflect necessary changes, and a final edition will be issued at the end as a printed booklet.

AGENDA AND DOCUMENTS

10. The provisional agenda for the session is set forth in document GC(IV)/109. Documents relating to the various items are being circulated as they come off the press.

11. Should any Member, on or before 21 August 1960, request under Rule 13 of the Rules of Procedure the inclusion of a supplementary item on the agenda, the item will, subject to the provisions of Rule 21, be placed on a supplementary list which will be circulated not later than 31 August. Attention is, however, invited to Rule 20 which requires that a proposal for an item shall be accompanied by an explanatory memorandum and, if possible, by basic documents or by a draft resolution.

TIMES OF MEETINGS

12. The General Conference will usually meet, both in plenary and in committee, at 10.30 a.m. and at 3.00 p.m.

JOURNAL

13. A Journal will be issued for the General Conference every day; publication will start a few days before the session opens and continue until it closes. The Journal will give the programme of meetings, the agenda items to be taken at each meeting and announcements of general interest.

FACILITIES FOR TRANSLATION, TYPING AND REPRODUCTION

14. The Secretariat will only have facilities for translating, typing and copying such papers (memoranda, draft resolutions, etc.) as delegates may wish formally to introduce as part of the work of the General Conference, and which will thus become official documents. It will not be in a position to translate, type or reproduce a large number of copies of other documentary material which delegations may need for their own purposes; and it is accordingly suggested that a delegation foreseeing such a need should make the necessary arrangements on its own account, in advance.

15. The Secretariat is ready to provide such assistance as it can. Both staff and equipment can be obtained for short periods, but it is emphasized that the arrangements may take a few days to conclude. A typist can be engaged for about S 130 a day or S 17 an hour, and a stenographer is paid S 50 an hour. Secretaries who can work in English or in French as

well as in German can be engaged without much difficulty; those having a knowledge of other languages are not so easily obtainable. A typewriter can be hired for about S 100 a month or pro rata for a shorter period, and a duplicating machine for approximately S 690 per month or S 175 per week.

PUBLIC INFORMATION

16. Facilities will be provided during the session for the holding of press conferences, for radio and television recordings, and for the distribution of statements to information media.

GENERAL INFORMATION FOR VISITORS

Accommodation

17. Attention is invited to the Secretariat's note on hotel accommodation for delegations (GC(IV)/INF/26), in which it is pointed out that since the session will be held during the tourist season in Vienna, it will be difficult to secure hotel accommodation unless reservations are made well in advance.

Travel to the city

18. Vienna is well served by air and rail communications. The airport (Flughafen Wien Schwechat) is about 20 kilometres from the centre of the city, and the airlines have arrangements for bringing passengers by coach to their respective town terminals, where taxis are easily obtainable.

19. The following airlines operate services to Vienna:

Air Canada (TCA)	Middle East Airlines (MEA)
Air France (AF)	Panair Do Brasil (PAB)
Air India (AII)	Pan American World Airways (PAA)
Austrian Airlines (AUA)	Polish Airlines (LOT)
British European Airways (BEA)	Romanian Airlines (TAROM)
Bulgarian Airlines (TABSO)	Royal Dutch Airlines (KLM)
Czechoslovak Airlines (CSA)	Russian Airlines (AEROFLOT)
German Airlines (DLH)	Sabena (SAB)
Hungarian Airlines (MALEV)	Scandinavian Airlines System (SAS)
Iraqi Airways (IA)	Swissair (SR)
Israel Airlines (EL AL)	Trans World Airlines (TWA)
Italian Airlines (ALITALIA)	Yugoslav Airlines (JAT)

20. Vienna has three railway stations serving the following countries:

Westbahnhof, (Vienna XV) Europaplatz	Benelux countries England France Germany Hungary Italy (via the Brenner Pass)	Portugal Romania Scandinavian countries Spain Switzerland
Südbahnhof, (Vienna X) Ghegaplatz	Bulgaria Czechoslovakia (Prague only) Greece Italy (via Venice)	Poland Soviet Union Turkey Yugoslavia
Franz Joseph Bahnhof, (Vienna IX) Julius Tandlerplatz	Berlin Czechoslovakia	

Taxis are available at all these stations.

Currency

21. Banknotes of any country, travellers' cheques and letters of credit may be imported into Austria without restriction. Departing visitors may take with them the amount of foreign currency or foreign securities they brought into the country, but not more than S 10 000 in Austrian currency.

The weather

22. During September and October the weather in Vienna is usually mild with average day temperatures of 15°C (59°F) in September and 9°C (49°F) in October. There is normally a difference of about 10°C (18°F) between day and night temperatures during this period. Day temperatures may however rise to 30°C (86°F) during September and night temperatures can be as low as 1°C (34°F).

Transport in Vienna

23. There is an extensive public transport system, mainly of trams (Strassenbahn). There are also some buses, and a subway (Stadtbahn) which serves certain areas. Taxis are readily available. The fare is S 5.40 plus S 3.80 per kilometre. Waiting charge: S 12 an hour. Luggage: S 3 - S 6. There is no additional charge for night service or extra passengers. These rates do not include the tip.

24. The Auto-Ruf day-and-night taxi service has one or more taxi-stands in each district of the city. Their addresses and telephone numbers are listed in the Vienna telephone directory under the general heading "Auto-Ruf". Taxis can also be ordered from the Taxi Zentrale (Telephone: 63 02 08).

25. Private cars can be hired from several firms against a deposit of S 2 000. For cars without chauffeur the charge per day for 100 kilometres or less is S 200 - S 350 according to the type of car. Chauffeur driven cars: charge per day for 120 kilometres or less - S 400 - 600. Charges for each additional kilometre S 1.30 - 2.30 and S 4.50 respectively.