



**TOGETHER**  
*for a sustainable future*

## OCCASION

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SECRET

United Nations Industrial Development Organization

Distr.  
LIMITED

ID/WG.77/2  
18 August 1970

ORIGINAL: ENGLISH

Seminar on Industrial Information  
(for the ECAFE and ECA regions)

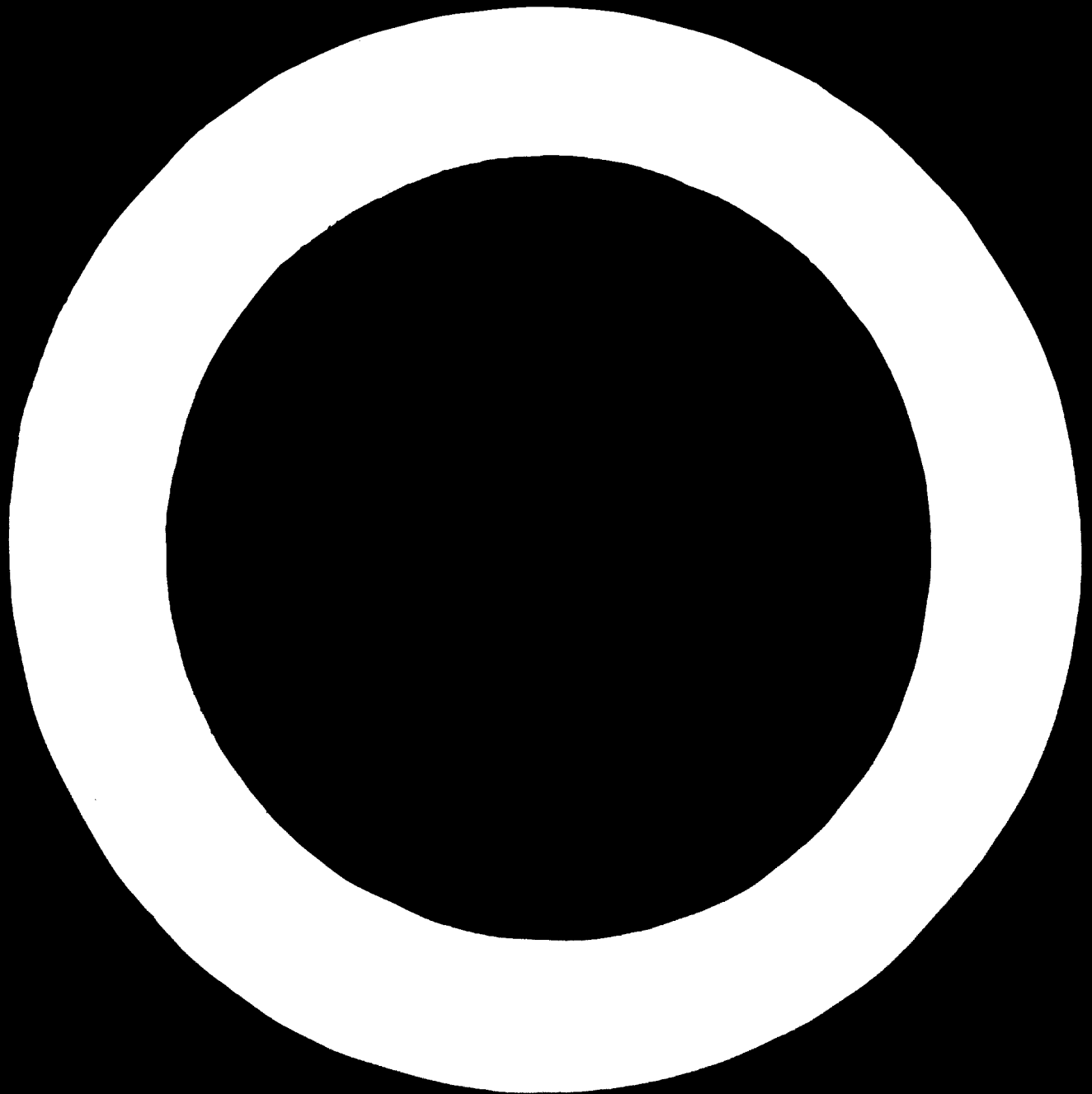
Tehran, Iran, 14 - 25 September 1970

NOTE FOR PARTICIPANTS

Organized in co-operation with the Government of Iran

id.70-4562

We regret that some of the pages in the microfiche copy of this report may not be up to the proper legibility standards, even though the best possible copy was used for preparing the master fiche.



1. DATES

The Seminar on Industrial Information (for the ECAFE and ECA regions), will be held in Tehran, Iran, from 14 - 25 September 1970.

2. LOCATION

The conference site is the Commercial Centre building in the Asian Fair complex. (Please see the attached map for the exact address).

3. DOCUMENTATION

Copies of the Aide-Memoire and Provisional Annotated Agenda are attached. Additional documentation will be mailed to participants, or distributed at the Workshop.

4. WORKSHOP MANAGEMENT

The Workshop is being organized by the United Nations Industrial Development Organization (UNIDO) in co-operation with the Government of Iran.

UNIDO will designate staff members to service the Seminar.

5. CORRESPONDENCE PROCEDURE

(i) Official correspondence concerning the administration of the Seminar should be addressed to:

Mr. Leif G. Gang  
Chief  
Section for Inter-regional Projects and Fellowships  
Technical Cooperation Division  
UNIDO  
P.O. Box 701  
Vienna, Austria.

(ii) Official correspondence concerning technical matters, such as the documentation of the Seminar, should be addressed to:

Mr. H. Einhaus  
Chief  
Industrial Information Section  
Industrial Services and Institutions Division  
UNIDO  
P.O. Box 707  
Vienna, Austria

The cable address for both addresses is: UNIDO VIENNA (Austria)

(iii) All correspondence to the host authorities as well as participants' personal mail, should be addressed to:  
UNIDO Seminar on Industrial Information  
C/o Mr. N. Challen  
Resident Representative of the United Nations Development Programme in Iran  
P.O. Box 1555  
Tehran, Iran

The cable address is : UNDEVPRO TEHRAN (Iran)

The telephone number is: 67 591-5

6. PARTICIPANTS' CONTRIBUTION

Each participant, as mentioned in the Aide-Memoire, is expected to present a paper on his country's experience in the organization and administration of one or more industrial information services. Should participants wish to make this paper available in print prior to their presentation of it, they should arrange to bring 30 copies of the text with them to the Seminar.

7. TRAVEL ARRANGEMENTS

Participants are expected to take the most direct route of travel and are requested to arrange their travel so as to arrive in Tehran on, or as close to, Saturday 13 September 1970 as airline schedules permit, but no later than that date.

It is suggested that participants write to or cable the Resident Representative of the United Nations Development Programme in Iran (at the address given above) detailing date, flight and estimated time of arrival, so that, as far as possible, arrangements can be made to meet them.

8. VISAS AND HEALTH REQUIREMENTS

In preparing for their travel, participants are requested to ascertain from the nearest Iranian diplomatic mission or travel agency, what visa and health requirements exist for citizens of the participant's country wishing to enter Iran. (Participants should also consider health requirements which may be necessary for the route of travel).

Participants are expected to bear any costs involved for visas and vaccinations which they may require.

Participants are recommended to have Typhoid and Cholera vaccinations as well as the required Smallpox.

9.

FINANCIAL ARRANGEMENTS

UNIDO will provide:

- A. Round trip economy class air transportation between the airport of departure in the home country and Tehran, Iran.
- B. A subsistence allowance in the equivalent of \$US 21 per day, for the duration of the Seminar.

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BOARD AND LODGING

The Iranian Government has kindly offered to assist in the reservation of hotel accommodations. Participants wishing to take advantage of this offer should communicate their requirements to the Office of the United Nations Development Programme in Iran which will arrange that participants are informed of reservations made before their departure from their home country. In cases where this is not possible, participants are requested to contact the Office of the United Nations Development Programme on their arrival in Iran.

11.

NEITHER UNIDO NOR THE GOVERNMENT OF IRAN WILL ACCEPT ANY RESPONSIBILITY FOR THE FOLLOWING:

- (a) Travel and other costs incurred by dependents who might accompany participants.
- (b) Costs incurred by participants with respect to travel and accident insurance, medical bills and hospitalization fees in connection with their attending the Seminar;
- (c) Compensation in the event of death or disability of participants in connection with their attending the Seminar;
- (d) Loss or damage to personal property of participants while attending the Seminar.

12.

WEATHER CONDITIONS

September is one of the most pleasant months in which to visit Iran, the weather is mild and the temperature varies between 20 and 30 degrees Centigrade.

13.

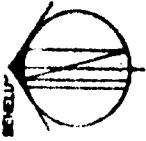
CURRENCY

1\$US is equivalent to approximately 75 Iranian Rials.

PAN AM ROAD

LEGEND

- (1) GERMANY
- (2) FRANCE
- (3) TURKEY
- (4) KAZAKHSTAN
- (5) JAPAN
- (6) ITALY
- (7) SWEDEN



- (8) HALLS OF NATIONS
- (9) IRANIAN WALLS
- (10) PETROCHEMICAL SECTION
- (11) IRANIAN OPEN AREAS
- (12) U.N. PLACE
- (13) COMMERCIAL CENTRE AND OFFICES
- (14) ADMINISTRATION
- (15) PARKINGS
- (16) BUS STATION

UNIDO INDUSTRIAL PROMOTION SERVICE

(22) Commercial Centre

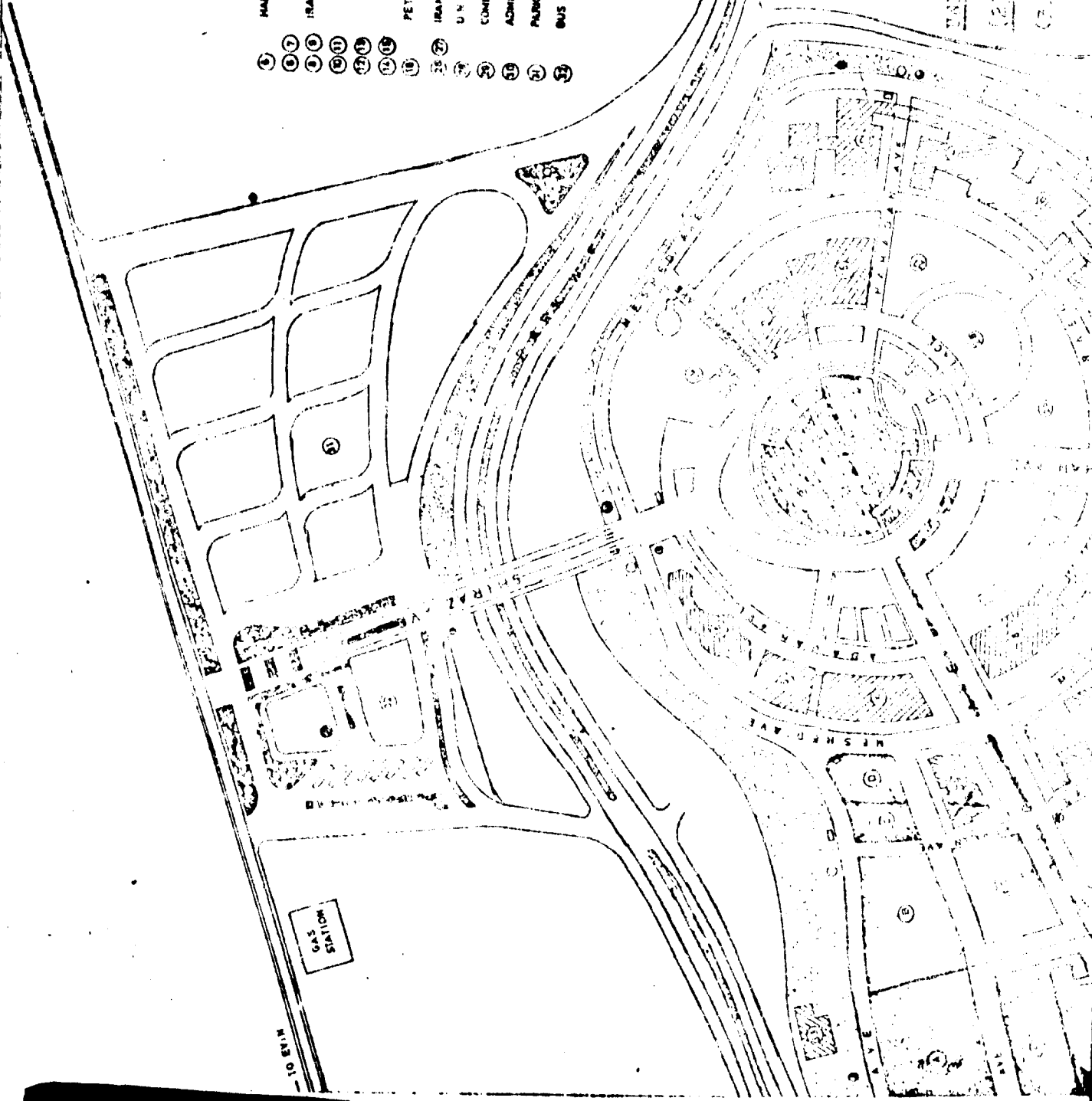
(23) Ministry of Labour Building  
Tehran - Tehran, Hilton Road

HILTON HOTEL

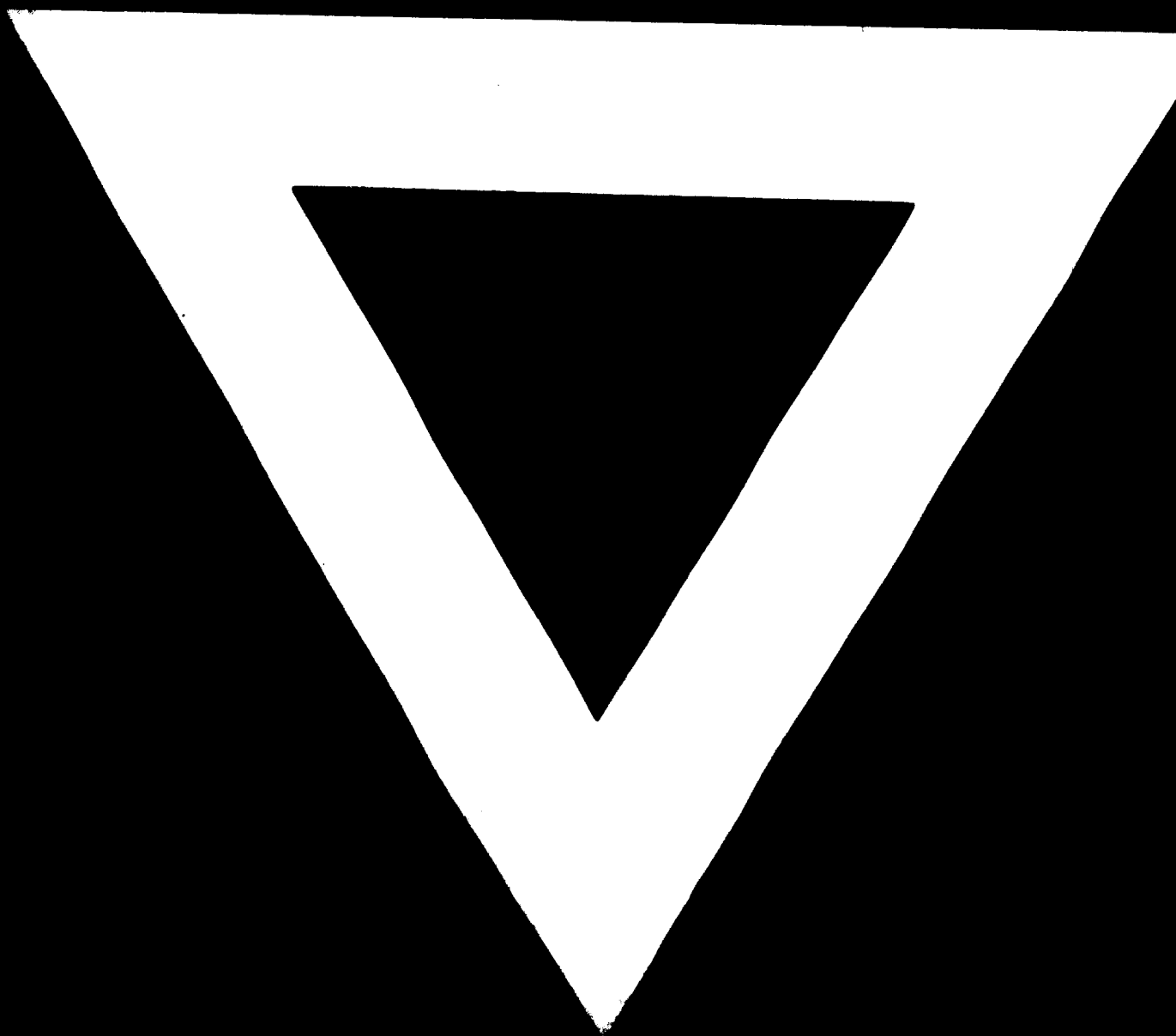
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GAS STATION

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**74.10.17**