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OCCASION

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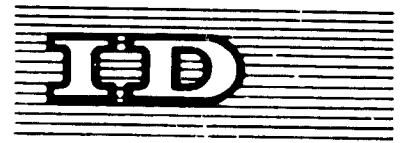
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Industrial Development Board

Third Session

Vienna, 24 April – 15 May 1969

ADVANCE INFORMATION FOR DELEGATIONS

Opening date and place of the session

1. The third session of the Industrial Development Board will open on Thursday 24 April 1969, at 3 p.m. It will be held in the Kongresszentrum, Neue Hofburg, Heldenplatz, Vienna I.
2. A meeting of heads of delegations is to be held in the Kongresszentrum at 3 p.m. on 23 April for an exchange of views on the organization of the work of the session.

Composition of delegations

3. Rule 16 of the rules of procedure of the Board provides that "each member of the Board shall be represented by an accredited representative, who may be accompanied by such alternate representatives and advisers as may be required".
4. The first edition of the list of members of delegations will have to go to press on 18 April, so as to be available before the session opens; it will not be revised until after the session has begun. Only names which are communicated to the secretariat by 14 April can be included in the first edition of the list, and Governments are accordingly requested to communicate at least the provisional composition of their delegations in good time.

Credentials of representatives

5. Rule 17 of the rules of procedure of the Board provides that "the credentials of representatives and the names of alternate representatives and advisers shall be submitted to the Executive Director before the first meeting which the representatives are to attend". Credentials must be issued either by the Head of the State or Government or by the Minister for Foreign Affairs. Governments are requested to ensure that they reach the Executive Director before 22 April; he will then submit them to the Bureau of the Board which shall examine them and present its report to the Board.

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.

Registration of delegations

6. There will be a guide on duty in the entrance hall to direct members of delegations to the protocol office which will open in the Kongresszentrum at 2 p.m. on Wednesday 23 April, for the registration of delegations. Any delegation wishing to register earlier is invited to communicate with the secretariat of the Board, UNIDO Headquarters, Rathausplatz 2 (Miss Vida Jovanovic, room 609, telephone 4350/264).

Documents

7. The provisional agenda for the session is to be found in documents ID/B/42, ID/B/42/Add.1 and ID/B/42/Add.1/Rev.1.

Working documents relating to the various items, as well as information papers for the Board, will be circulated as they come off the press.

8. During the session, documents may be collected from the Documents Station at the Kongresszentrum, where each delegation will be provided with a distribution box. This will initially contain:

- (a) A handbook of information about the session;
- (b) A set of the documents already issued;
- (c) The first issue of the Board Journal; and
- (d) A form on which the delegation should state the documents it will require during the session, mentioning the number of copies and the working language desired.

9. The secretariat will translate and reproduce papers (memoranda, draft resolutions etc.) that are formally introduced as Board documents. For the translation, typing or reproduction in Vienna of papers other than official documents, delegations are asked to make advance arrangements, with which the secretariat will be glad to give such help as it can.

Reservation of hotel rooms

10. The secretariat wishes to draw the attention of delegations to the fact that the session of the Board will open shortly after the Easter holiday and that the United Nations International Conference on the Law of Treaties will be held at Vienna during the same period. In order to avoid any difficulties that might arise through the shortage of hotel rooms, delegations are recommended to make their reservations as soon as possible. Although the secretariat is not responsible for reserving hotel rooms, it is at the disposal of delegations to help them in this matter if needed.

Currency

11. Bank notes, travellers' cheques and letters of credit may be brought into Austria without restriction, but a few currencies may not be easily negotiable. Departing visitors may take with them the foreign currency and securities they brought into the country and up to 15,000 schillings in Austrian currency.

Bank

12. The Creditanstalt-Bankverein will have an office on the ground floor in the Kongresszentrum. This office will be open during Conference working hours.

The weather

13. In mid-April, the average temperature by day is 12°C (54°F) and the average temperature by night 5°C (41°F).





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