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OCCASION

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**UNITED NATIONS
INDUSTRIAL DEVELOPMENT ORGANIZATION**

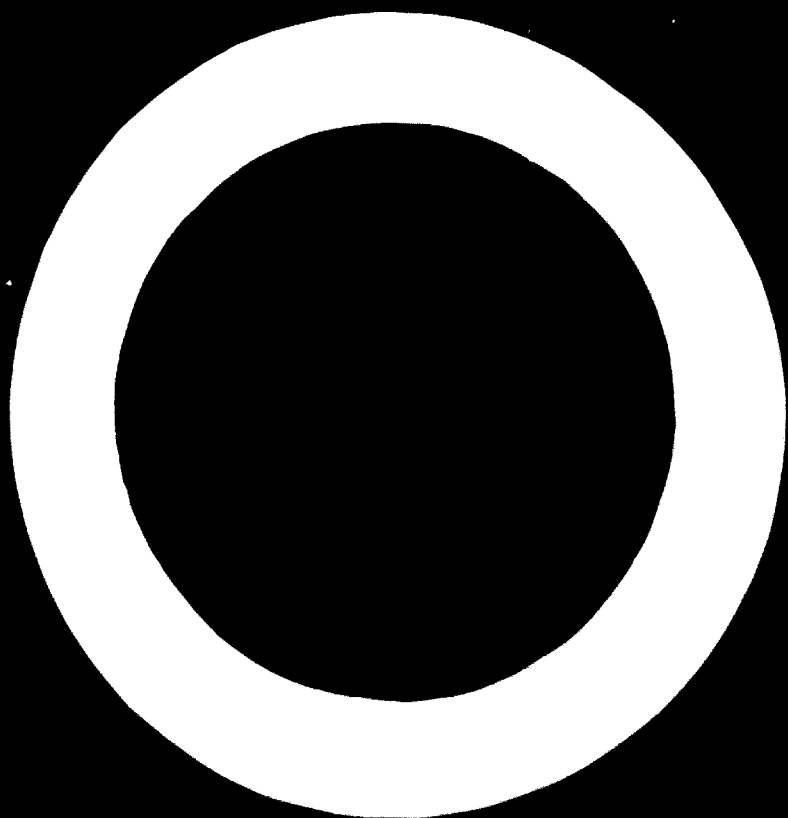
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**INFORMATION
FOR
DELEGATIONS**

INDUSTRIAL DEVELOPMENT BOARD

Fifth Session

Vienna, 24-28 May 1971



ID/B/INF.27



**UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION
VIENNA**

**INFORMATION
FOR
DELEGATIONS**

INDUSTRIAL DEVELOPMENT BOARD

FIFTH SESSION

Vienna, 24-28 May 1971

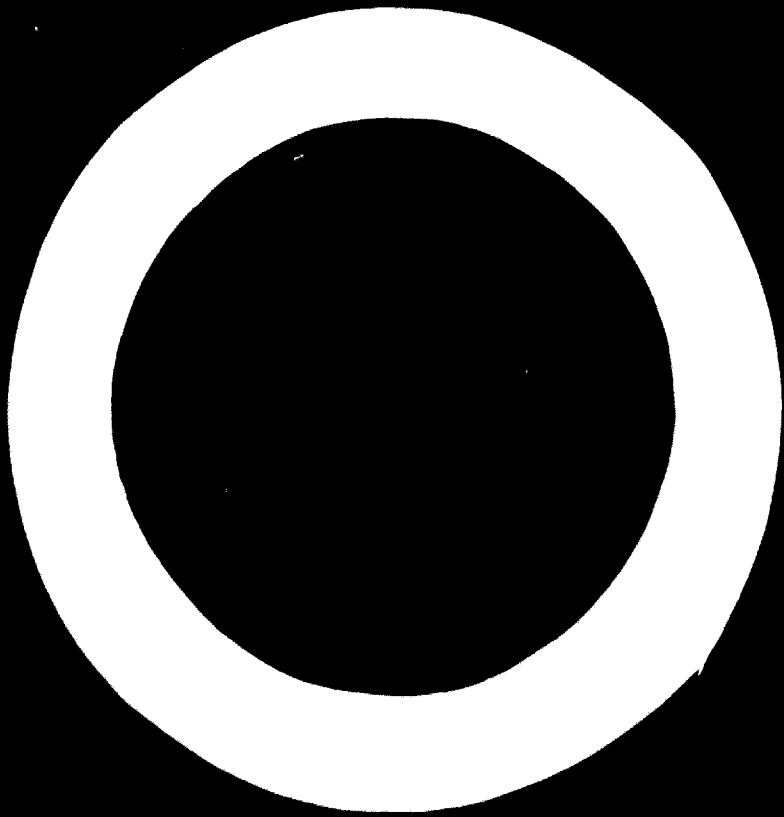


TABLE OF CONTENTS

Page

GENERAL ARRANGEMENTS

1. Date and place of the session	1
2. Registration of delegations	1
3. Credentials	1
4. Documents Distribution	2
5. Information Desk	2
6. Public Information Service	2
7. Accommodation for private meetings	2
8. Passes	3
9. Bars	3
10. Bank	3
11. Post, telegrams and telephones	3
12. Car traffic	4
13. Travel Desk	4
14. First Aid	4

ARRANGEMENTS CONCERNING THE SESSION

15. Board Journal	5
16. Times of meetings	5
17. Meeting rooms	5
18. Languages and interpretation	5
19. Sound recordings of meetings	6
20. Statements, draft resolutions and other documents	6
21. Voting by show of hands	6
22. Offices	6

	<i>Page</i>
ANNEX I Members of the Industrial Development Board for 1971	10
ANNEX II Addresses of embassies and missions in Vienna . . .	12
PLANS	15

GENERAL ARRANGEMENTS

(1) Date and place of the session

The fifth session of the Industrial Development Board will be held from 24–28 May in the Kongresszentrum, Neue Hofburg, Heldenplatz, Vienna 1.

The opening meeting will take place at 10.00 a.m. on Monday 24 May in the Festsaal.

A short meeting of heads of delegations is to be held in the Ratsaal at 9.30 a.m. on 24 May for an exchange of views on the organization of the work of the session.

(2) Registration of delegations

Delegations are invited to register on arrival in Vienna at the Registration Desk in the Entrance Hall, Ground Floor of the Kongresszentrum, which will be open from 8.30 a.m. on Monday, 24 May. Delegations are requested to notify the Registration Desk or the Office of the Secretary of the Board¹, in writing, of any changes subsequently required in the particulars entered on the registration form, so that the list of delegations may be kept up to date.

(3) Credentials

Any member of a delegation who has been unable to submit his credentials earlier, is requested to deposit them at the Office of the Secretary of the Board as soon as possible.

¹ See the plan on page 18.

(4) Documents Distribution

During the session, delegations will be able to collect their documents from Documents Distribution in the "Vorsaal".²

The Chief of Documents Reproduction and Distribution is available to help delegations with documents distribution arrangements. Each delegation is requested to hand in, as early as possible, the form indicating how many copies are requested and in which language.

Documents Distribution will be open every working day of the session, from 8.30 a.m. It will close half an hour after the end of the last meeting of the day.

(5) Information Desk

The Information Desk will be on the Mezzanine floor of the *Kongresszentrum*, at the top of the main staircase.³ In addition to giving information about the session, it will take messages for participants, and arrange for them to be paged when necessary, especially for incoming telephone calls.

(6) Public Information Service

The Chief of the Public Information Service, Miss Leila Doss, will be ready to help delegations to arrange press conferences and to circulate information material.

The location of the office and the telephone number will be indicated in the first issue of the Board Journal.

(7) Accommodation for private meetings

Four conference rooms will be available for delegations wishing to hold group meetings. Application should be made to the Administrative Co-ordination Office (Room 417) or, during meetings, to the Conference Officer, Extension 300 or 261, respectively.

² See the plan on page 17.

³ See the plan on page 17.

(8) Passes

When registering, participants will be given a pass for entry into the premises of the *Kongresszentrum* and a car table if needed.

(9) Bars

Arrangements have been made to have two snack bars available at the conference premises, one opposite the "Festsaal"⁴ (Mezzanine) and one adjacent to the "Ratsaal"⁵ (First floor).

Both snack bars will be open from 9.00 a.m. until half an hour after the end of the last meeting. Sandwiches and light refreshments can be obtained there.

The management of the UNIDO restaurant, bar and cafeteria in the Hostel at Lerchenfelderstrasse 1, will be pleased to serve participants of the Industrial Development Board at the following hours:

Cafeteria open from 9.00 a.m.–4.30 p.m.

Bar and restaurant open from 11.30 a.m.–3.00 p.m. and from 4.30 p.m.–7.30 p.m.

There are several restaurants in the immediate vicinity of the *Kongresszentrum*.

(10) Bank⁶

The "Creditanstalt-Bankverein" will provide banking facilities from 9.00 a.m. to 1.30 p.m. and from 2.30 p.m. to 6.30 p.m., Monday to Friday.

(11) Post, telegrams and telephones

The *post office*⁷ will be open from 9.00 a.m. to 1.30 p.m. and from 2.30 p.m. to 6.30 p.m., Monday to Friday.

⁴ See the plan on page 17.

⁵ See the plan on page 18.

⁶ See the plan on page 16.

⁷ See the plan on page 16.

Telegrams can be dispatched from the post office. Incoming telegrams will be held at the Information Desk and announced on a blackboard there and by paging. If not applied for, they will be forwarded after a few hours to the addressee's private address in Vienna.

Local *telephone calls* are free of charge from telephones in the Lounge, and in the lobbies alongside the "Festsaal". Long-distance calls may be placed only with the post office. The number of the *Kongresszentrum* switchboard is 57 55 76. Incoming calls can be taken by the Information Desk.

(12) Car traffic

A car park for participants, the Press and the Secretariat will be provided in the Heldenplatz immediately outside the *Kongresszentrum*. Only cars displaying a car label issued by the Registration Desk will be admitted to it. Participants are asked to ensure that their chauffeurs obey the traffic and parking signs, as well as the directions of the police officers at the entrance to the car park.

Participants may have their chauffeur-driven cars summoned by loudspeaker when they leave the building if they apply to the porter. The porter will also call taxis on request.

(13) Travel Desk⁸

A Travel Desk by Wagons Lits/Cook will be at the disposal of participants for any assistance concerning travel, sightseeing and excursions, and for booking theatre tickets, etc. Hours of business will be 9.00 a.m. to 6.00 p.m. Monday to Friday.

(14) First Aid (ground floor, ext. 295)⁹

Emergency medical attention will be obtainable in the First-aid Room during the working days of the session, from 9.30 a.m. until the close of the last meeting of the day. For emergency assistance at other times, apply to the porter in the entrance lobby (telephone 57 55 76, extension 440).

⁸ See the plan on page 16.

⁹ See the plan on page 16.

ARRANGEMENTS CONCERNING THE SESSION

(15) Board Journal

The Board Journal will appear every day first thing in the morning. It will give such information as the programme of meetings for the day, a brief summary of the meetings held the day before, a forecast of the meetings for the following day and various announcements, including any necessary changes in the information given in this handbook, and notice of social events taking place during the session.

(16) Times of meetings

Morning meetings will normally begin at 10.00 a.m. and afternoon meetings at 3.00 p.m.

(17) Meeting rooms

Plenary meetings will take place in the "Festsaal" and group meetings can be held in the "Neuer Saal", Ratsaal and Rittersaal.

(18) Languages and interpretation

Chinese, English, French, Russian and Spanish are the official languages of the Board. English and Spanish are the working languages.

Portable radio sets which participants can use to listen to the proceedings will be available; directions for their use will be provided in the meeting rooms. It is particularly asked that these sets, with their headphones, be left behind after meetings, since they must be serviced and tested before they can be used again.

(19) Sound recordings of meetings

A participant wishing to listen to the sound recording of a meeting should request the Conference Officer to make the necessary arrangements.

(20) Statements, draft resolutions and other documents

Texts of statements made by delegations during the General debate, when available, should be provided in seven copies to the Board Secretariat, as early as possible.

Delegations wishing to submit draft resolutions or other documents to the Board are requested to provide the Board Secretariat with seven copies of the text as early as possible.

(21) Voting by show of hands

To facilitate the counting of a vote by show of hands, delegates are asked to register their votes by raising the name plate they will find on their desks.

(22) Offices

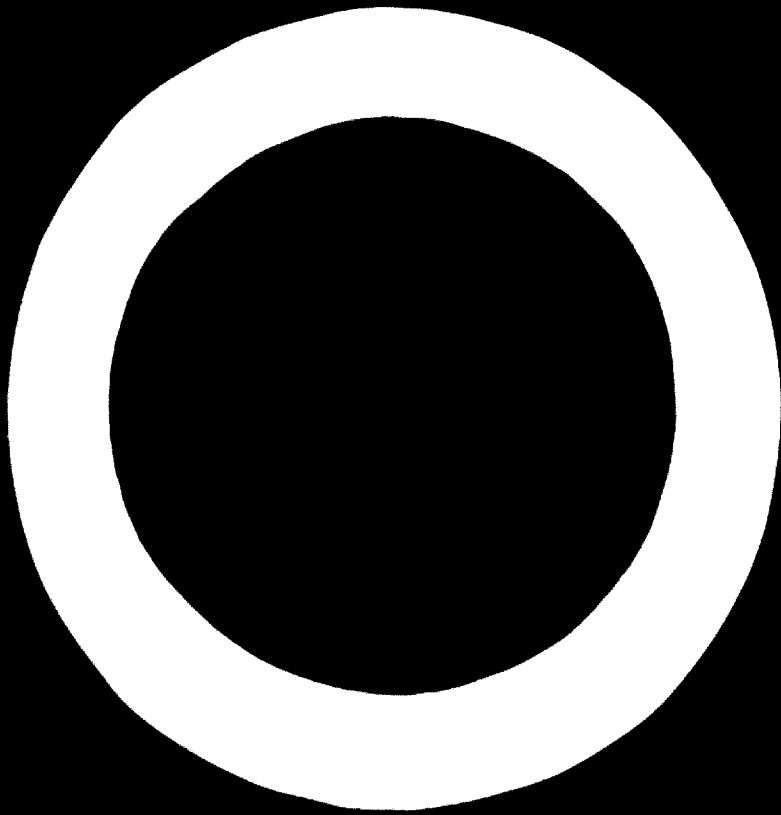
The officers of the Board and senior members of the Secretariat will have use of the following offices:¹⁰

<i>President</i>	Room 409	Extension 313
<i>Rapporteur</i>	Room 406	Extension 238
<i>Executive Director</i>	Room 401	Extension 221/222
<i>Senior Adviser to the Executive Director</i>	Room 404	Extension 224
<i>Directors</i>	Room 303/302	Extension 337/346
<i>Secretary of the Board</i>	Room 408	Extension 223

¹⁰ All offices, except rooms F-514 and F-723, are on the First floor, Mezzanine I and Mezzanine II.

<i>Chief, Co-ordination and External Relations Section</i>	Room 405	Extension 236
<i>Chief, Conference Services</i>	Room 417	Extension 307/308
<i>Chief, Language Section</i>	Room F 514 ¹¹	Extension 505/506
<i>Chief, Documents Section</i>	Room F 723 ¹¹	Extension 591/592
<i>Chief, Public Information Service</i>	Room 207	Extension 286/415
<i>Legal Liaison Officer</i>	Room 407	Extension 244
<i>Chief Interpreter</i>	Room 417	Extension 307
<i>Assistant Secretary of the Board</i>	Room 407	Extension 244
<i>Administrative Co-ordinator</i>	Room 417	Extension 307/308

¹¹ Offices situated in Felderhaus of UNIDO Headquarters, Rathausplatz 2, 1010 Vienna.



ANNEXES

ANNEX I

MEMBERS OF THE INDUSTRIAL DEVELOPMENT BOARD FOR 1971

Expiration of Membership

1. Algeria	31 December 1973
2. Argentina	31 December 1973
3. Austria	31 December 1973
4. Belgium	31 December 1973
5. Brazil	31 December 1971
6. Bulgaria	31 December 1973
7. Chile	31 December 1971
8. Costa Rica	31 December 1973
9. Cuba	31 December 1971
10. Denmark	31 December 1971
11. France	31 December 1971
12. Germany (Federal Republic of)	31 December 1972
13. Ghana	31 December 1972
14. Hungary	31 December 1972
15. India	31 December 1971
16. Indonesia	31 December 1973
17. Iran	31 December 1972
18. Iraq	31 December 1971
19. Italy	31 December 1973
20. Ivory Coast	31 December 1972
21. Japan	31 December 1971
22. Kenya	31 December 1973
23. Kuwait	31 December 1971
24. Madagascar	31 December 1973
25. Mali	31 December 1972
26. Mexico	31 December 1972

Annex I (continued)

27. Netherlands	31 December 1971
28. Norway	31 December 1972
29. Pakistan	31 December 1972
30. Philippines	31 December 1972
31. Poland	31 December 1971
32. Senegal	31 December 1973
33. Spain	31 December 1972
34. Sudan	31 December 1971
35. Sweden	31 December 1973
36. Switzerland	31 December 1973
37. Thailand	31 December 1971
38. Turkey	31 December 1972
39. Union of Soviet Socialist Republics	31 December 1973
40. United Arab Republic	31 December 1973
41. United Kingdom of Great Britain and Northern Ireland	31 December 1972
42. United States of America	31 December 1971
43. Upper Volta	31 December 1971
44. Uruguay	31 December 1972
45. Venezuela	31 December 1972

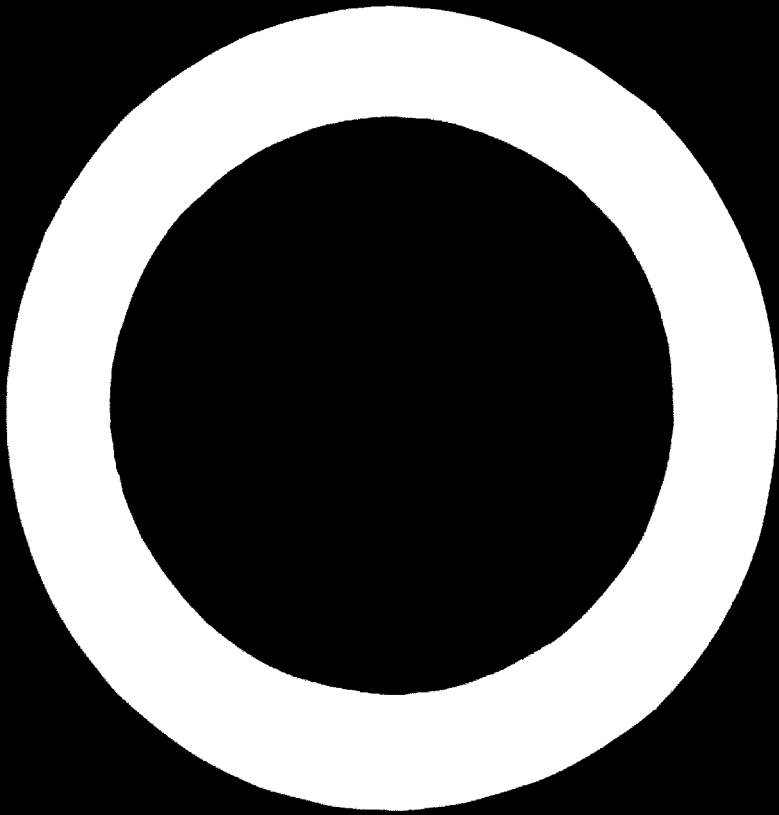
ANNEX II

ADDRESSES OF EMBASSIES AND MISSIONS IN VIENNA

Albania	1030. Jacquingasse 41	73 51 95
Argentina	1010. Hoher Markt 1 I (Emb. and Mission)	63 85 77
(Argentina)	1010. Landskrong 2 I (Consulate)	63 51 71
Australia	1010. Concordiaplatz 2 III	63 98 41 42
Belgium	1010. Parkring 12 6	52 86 88 89
Brazil	1010. Lugeck 1 V 15	52 06 31
Bulgaria	1040. Schwandgasse 8	65 64 44
		65 31 13
Canada	1010. Dr. Karl Lueger Ring 10 IV	63 36 91 95
Chile	1010. Lugeck 1 V 18	57 23 52
Congo		
Dem. Rep. of	1130. Auhofstrasse 7 6	82 51 36 37
Colombia	1010. Stadiongasse 6-8	42 42 49
Costa Rica	1070. Neustiftgasse 117	93 28 085
Cuba	1130. Eitelbergergasse 24	82 81 98
Czechoslovakia	1140. Penzinger Strasse 11-13	(Embassy) 82 26 26 29 (Perm. Miss.) 82 21 01
Denmark	1010. Fuhrichgasse 6	52 79 04 05
Ecuador	1040. Mostgasse 8a. I *	57 05 73
Finland	1020. Untere Donaustrasse 13-15	24 75 21
France	1040. Technikerstrasse 2	57 96 07
Gabon	1130. Maxingstrasse 28	82 81 36
Germany.		
Federal Republic of	1030. Metternichgasse 3	73 65 11 17
Greece	1040. Argentinierstrasse 14	65 31 03
Hungary	1010. Bankgasse 4-6 (Embassy)	63 26 31
	1020. Hollandstrasse 4 (Mission)	24 24 30
India	1010. Opernringhof	57 81 03/12
Indonesia	1010. Schwedenplatz 2 V 38-43	63 71 27/28
Iran	1010. Schwarzenbergplatz 2	72 26 50
		72 26 57 59
Iraq	1010. Johannesgasse 26	73 81 95
Israel	1180. Anton Frankgasse 20	31 15 06

Annex II (continued)

Italy	1030. Rennweg 27	72 51 21
Japan	1010. Rengasse 10 V	63 46 95
		63 46 99
		63 95 21
Korea		
Republic of	1030. Reissnerstrasse 46	72 58 10 12
Lebanon	1190. Hobe Warte 11	36 13 50
Malaysia	1070. Marahüferstr. 20 B	43 22 36 14
Mexico	1010. Gonzagagasse 2 1 4	63 59 33
Netherlands	1020. Untere Donaustrasse 13-15 B	24 85 87
Norway	1030. Bayerngasse 3	72 58 23
Pakistan	1030. Bayerngasse 3 4 12	73 53 67 68
Panama	1040. Johann Straußgasse 6	65 85 86
Peru	1030. Gottfried Keller-Gasse 2	73 43 77
Poland	1130. Hietzinger Hauptstrasse 42c	62 31 03
		62 55 56
Portugal	1010. Johannesgasse 7	52 61 39
	(Consulate)	63 28 31
Romania	1040. Prinz Eugenstrasse 60	65 32 27
		65 23 43
Saudi Arabia	1010. Wallnerstrasse 3 V	63 82 74
		63 62 45
Senegal	1010. Opernring 1, Stiege R (Liaison office)	56 33 56
South Africa	1010. Rengasse 10 1	63 06 56
Spain	1040. Argentinierstrasse 34	65 91 66
		65 85 54
Sweden	1020. Obere Donaustrasse 49-51	33 45 45-47
Switzerland	1030. Prinz Eugenstrasse 7	72 51 11-15
Thailand	1010. Rengasse 4	63 13 22
Tunisia	1010. Himmelfortgasse 20	52 85 65 66
Turkey	1040. Prinz Eugenstrasse 40	65 34 17, 65 34 78
		65 25 10, 65 35 08
Union of Soviet Socialist Republics	1030. Reissnerstrasse 45-47 (Emb.)	73 12 15
	1040. Wohllebengasse 4 (Perm. Mission)	65 81 75
United Arab Republic	1190. Gallmeyergasse 5 (Emb. and Mission)	36 11 34, 35
	1080. Trautsohnngasse 6 (Consulate)	42 67 21
United Kingdom of Great Britain and Northern Ireland	1030. Reissnerstrasse 40 (Emb. and Mission)	73 15 75-77
	1010. Wallnerstrasse 8	63 75 02
United States of America	1090. Boltzmannngasse 16 (Embassy)	34 66 11, 34 75 11
	1010. Kärntner Strasse 42 (Consulate)	
	1080. Schmidgasse 14 (Perm. Mission)	
Uruguay	1010. Elisabethstrasse 6 7 27	57 83 72
Venezuela	1010. Rotenturmstrasse 5-9 VII 18	63 59 20/27
Yugoslavia	1030. Rennweg 3	73 25 95-98





Kongress-
Zeentrum



Temporary
Headquarters
building
of UNIDO



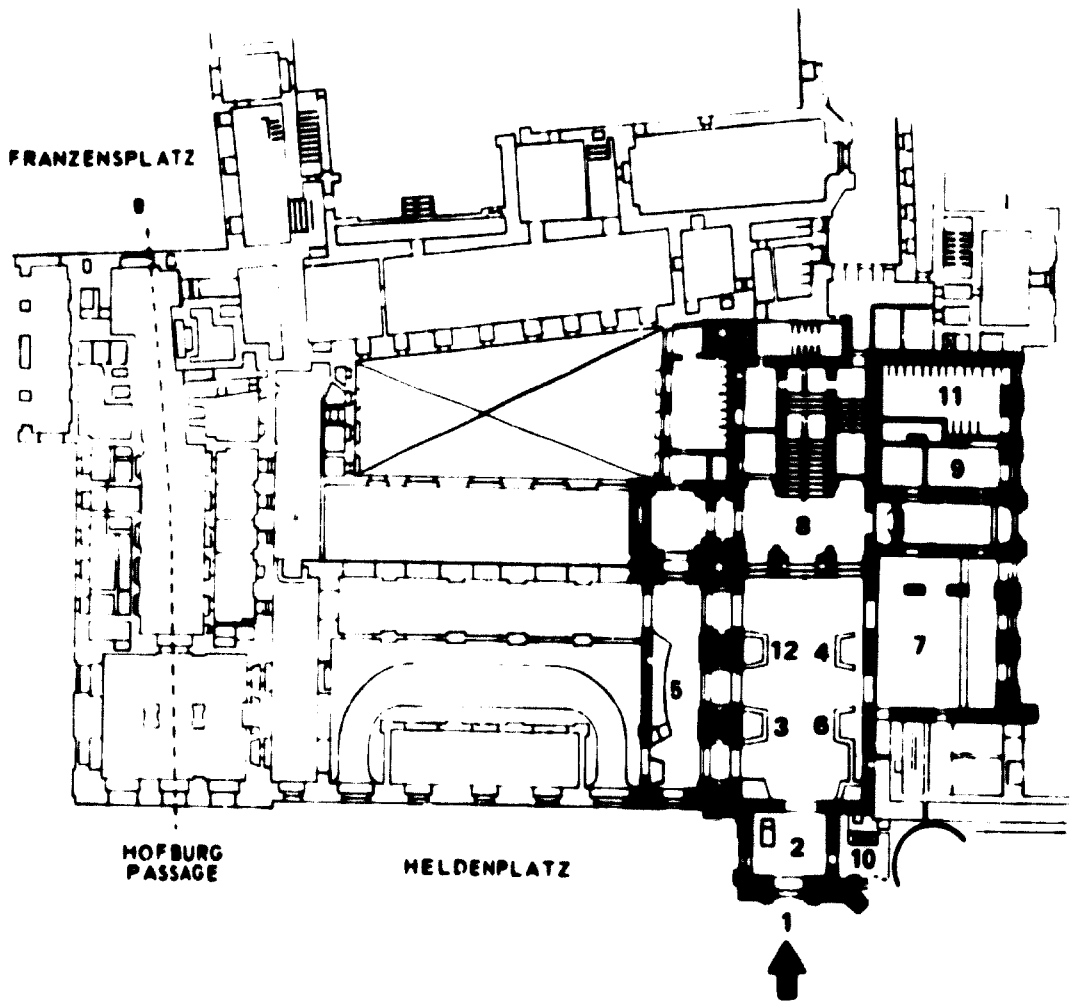
1. Felderhaus
2. Annexes
A, B and C
and Hostel

Temporary
Headquarters
building
of IAEA



GROUND FLOOR

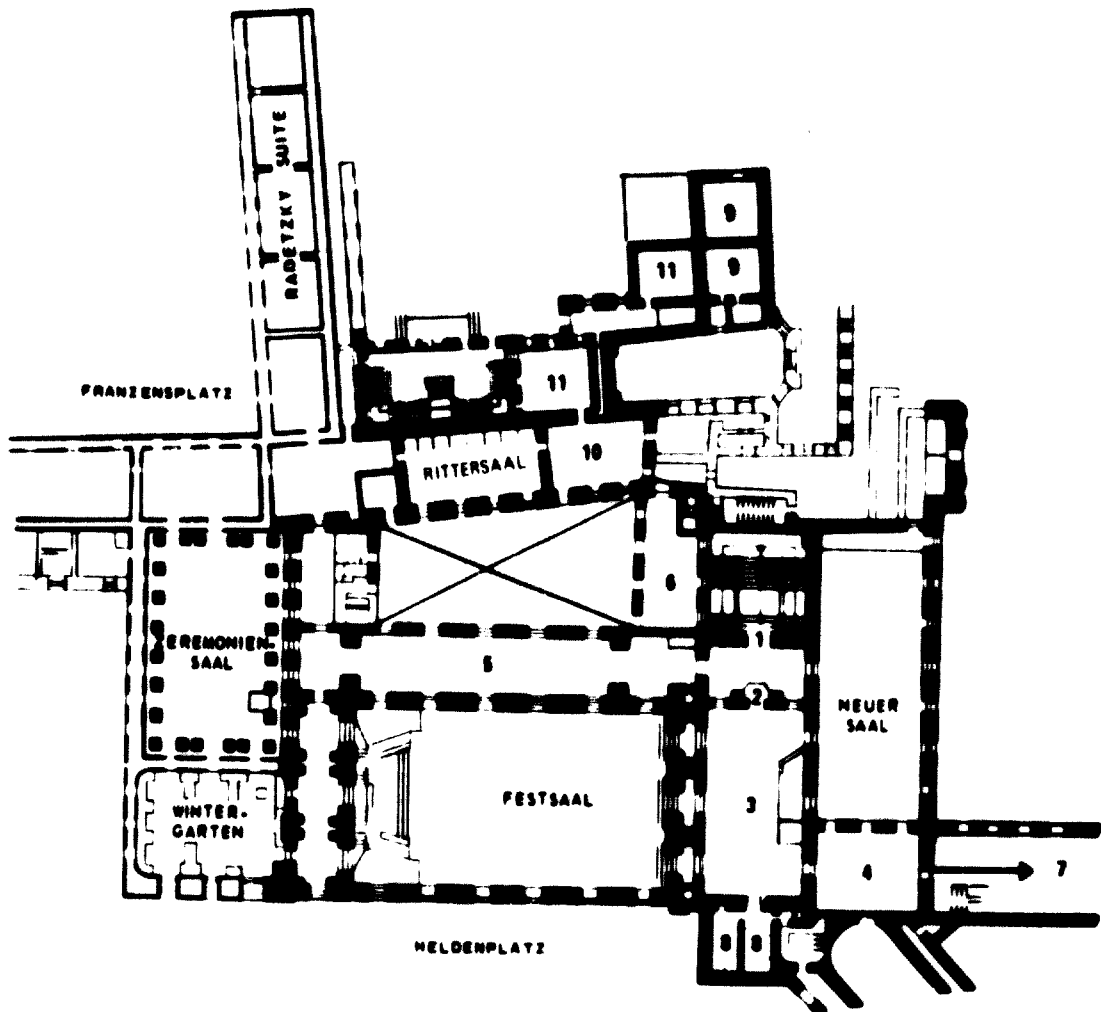
- | | |
|-----------------|------------------|
| 1 Main Entrance | 7 Cloak-room |
| 2 Porter | 8 Main Staircase |
| 3 Registration | 9 First Aid |
| 4 Bank | 10 Lift |
| 5 Post Office | 11 Lavatories |
| 6 Travel Desk | 12 Newspapers |



MEZZANINE FLOOR

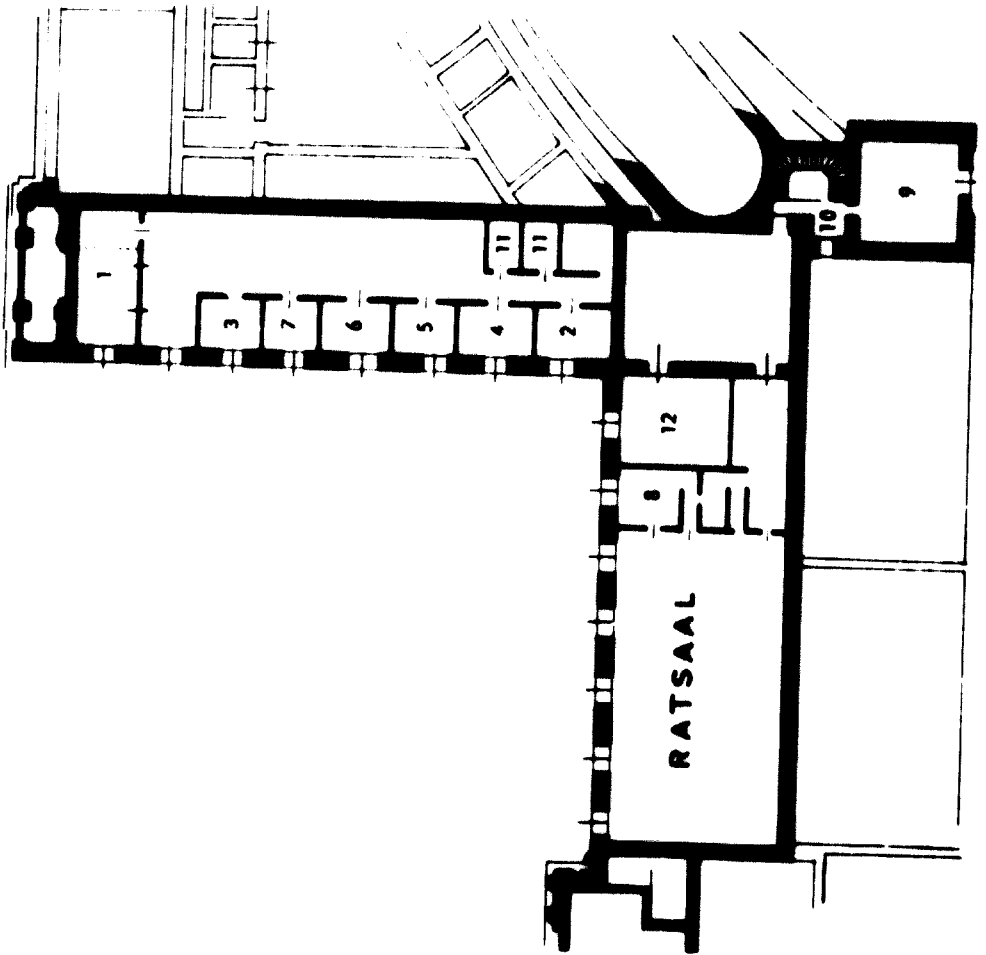
- 1 Main Staircase
- 2 Information Desk
- 3 Vorsaal
- 4 Kleiner Saal
- 5 Lounge
- 6 Snack Bar

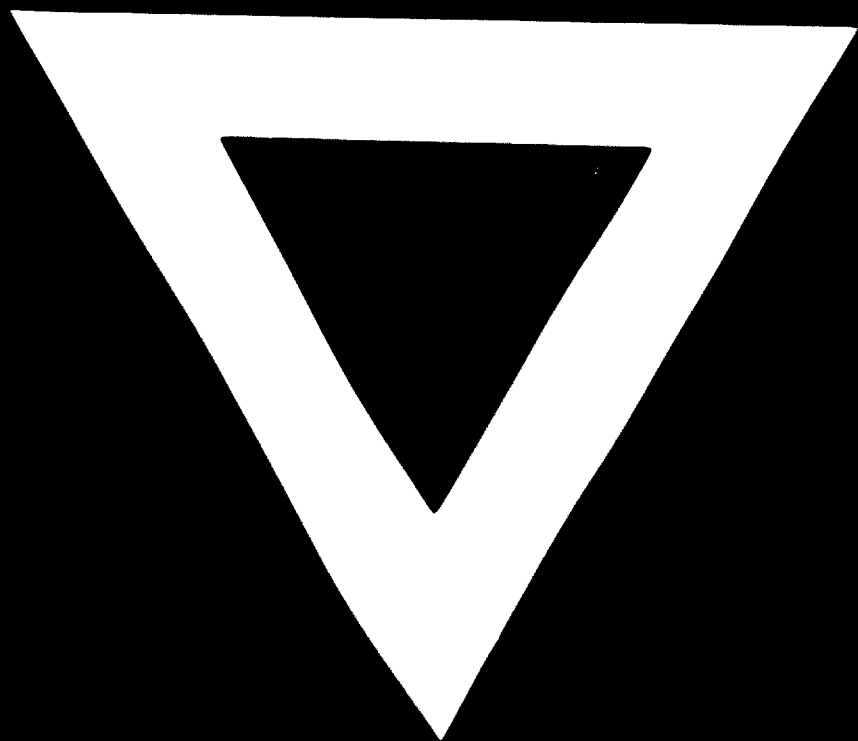
- 7 Offices of Public Information
- 8 Lavatories
- 9 TV and Radio Studio
- 10 Interpreter's Lounge
- 11 Delegate's Typing Pool



FIRST FLOOR

- | | |
|--|---|
| 1 Executive Director | 7 Chief, Co-ordination and External Relations Section |
| 2 President of the Board | 8 Conference Services |
| 3 Senior Adviser to the Executive Director | 9 Room 425/Private Meeting Room |
| 4 Secretary of the Board | 10 Lift |
| 5 Assistant Secretary of the Board | 11 Lavatories |
| 6 Rapporteur | 12 Snack Bar |





22.7.74