



UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION

Journal

GENERAL CONFERENCE

No. 1

Fourteenth session

Vienna, 28 November-2 December 2011

SCHEDULE OF MEETINGS

Monday, 28 November 2011

**FOR PROTOCOL REASONS, ALL PARTICIPANTS ARE INVITED TO TAKE THEIR SEATS IN THE
PLENARY HALL BY 9.50 a.m.**

10.00 a.m.-12.30 p.m. Opening of the fourteenth session **Plenary Hall**
(Item 1 of the provisional agenda, GC.14/1/Rev.1) (first floor)

Followed by **1st plenary meeting** **Plenary Hall**
Item 2: Election of officers (first floor)

Address by the President

The Conference will be opened by
H.E. Mr. Michael Spindelegger
Vice-Chancellor and Federal Minister for
European and International Affairs
Republic of Austria

Item 3: Adoption of the agenda

Address by the Director-General

Addresses by Heads of State and
other dignitaries

General debate – Items 7 to 20

Matters for inclusion in the *Journal* should be sent as far in advance as possible to the *Journal* Editor, room M0112.

V.11-87339 (E)



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SCHEDULE OF MEETINGS (*continued*)

Monday, 28 November 2011

2.00 p.m.	EU meeting	Conference Room M4 (ground floor)
2.00 p.m.	G-77 meeting	Conference Room M0E 100 (ground floor)
3.00 p.m.-4.30 p.m.	2nd plenary meeting General debate Items 7 to 20 (<i>continued</i>)	Plenary Hall (first floor)
4.30-6.30 p.m.	Item 9: Industrial Development Forum The new industrial revolution: making it sustainable	Plenary Hall (first floor)
6.30 p.m.	Reception – Hosted by the President of the Conference and the Director-General	VIC Restaurant

FORECAST OF MEETINGS

Tuesday, 29 November 2011

9.00 a.m.	Meeting of the General Committee	Conference Room M7 (ground floor)
9.15 a.m.	Informal meeting of the Credentials Committee (for members of the Credentials Committee only)	M0E 24
9.30 a.m.-11.00 a.m.	Round table (Africa): Economic diversification strategies: a key driver in Africa's new industrial revolution	Board Room A (second floor)
10.00 a.m.-1 p.m.	3rd plenary meeting Item 4: Organization of work Item 5: Credentials of representatives to the Conference General debate Items 7 to 20 (<i>continued</i>)	Plenary Hall (first floor)
10.30 a.m.-1.30 p.m.	Main Committee – 1st meeting	MOE 71A (ground floor)
11.30 a.m.-1 p.m.	Round table (Asia and the Pacific): Prosperity for the billions in Asia and the Pacific: green growth and poverty reduction	Board Room A (second floor)
2.30 p.m.-4.00 p.m.	Round table (Arab): Youth participation in the inclusive economic development of the Arab region	Board Room A (second floor)
3.00 p.m.-7.00 p.m.	4th plenary meeting General debate Items 7 to 20 (<i>continued</i>)	Plenary Hall (first floor)
3.00 p.m.-6.00 p.m.	Main Committee – 2nd meeting	MOE 71A (ground floor)

ANNOUNCEMENTS

Reception

All participants are cordially invited by the President of the Conference and the Director-General on the occasion of the fourteenth session of the General Conference to a reception on Monday, 28 November at 6.30 p.m. in the restaurant of the Vienna International Centre (VIC).

International Day of Solidarity with the Palestinian People

On the occasion of the International Day of Solidarity with the Palestinian People, participants are invited to attend an observance event on Tuesday, 29 November 2011, at 4 p.m. in Board Room A.

Cybercafé

A cybercafé will be available on the ground floor of the M-building with desktop computers connected to the internet.

Conference coverage on Internet

All official General Conference documents have been published on the UNIDO website (www.unido.org/gc/14).

INFORMATION FOR PARTICIPANTS

Journal

1. The *Journal* of the Conference will be issued daily in English, French and Spanish, and made available online on UNIDO's website (www.unido.org/gc/14). It will contain such information as the schedule of meetings for the day, a brief summary of the plenary and Main Committee meetings held on the previous day, a forecast of meetings for the following day and various announcements. Communications for inclusion in the *Journal* should be sent to its Editor (room M0112, extension 5369/5368).

Secretariat

2. The Executive Secretary of the fourteenth session of the General Conference is Ms. Fatou Haidara (room M01 18, extension 4402/5709/3708). Her office is located on the first floor of the M-building.

Registration

3. Registration and issuance of conference access cards will be as follows:

28 November – 8 a.m.-4 p.m. VIC Gate 1
1 December

2 December 8 a.m.-11 a.m. VIC Gate 1
(limited registration)

Participants registering on 2 December 2011 will be reflected in an addendum to the list of participants (GC.14/INF.2/Rev.1) to be issued after the session.

4. Registration will be effected only for those delegates whose names have been communicated to the Secretariat in an official letter. Delegates are reminded that written notifications bearing an authorized signature are to be sent as an attachment to an e-mail to pmo-registration@unido.org. These notifications should indicate the names of the members of the delegation as well as a valid contact e-mail address. It is essential that the original notifications are still mailed to the Policymaking Organs Secretariat, Room D2209, UNIDO, Vienna International Centre (VIC), P.O. Box 300, 1400 Vienna, Austria. Any queries relating to registration should be referred to the Office of the Executive Secretary of the Conference.

Credentials

5. Representatives who have been unable to submit their credentials before the opening of the Conference are requested to deposit them at the Registration Desk (see para. 3) as soon as possible.

Conference access cards

6. Each participant will require a conference access card with a photograph for entry into the VIC premises during the session. Conference access cards will be issued to those accredited participants who are not already in possession of a valid VIC access card. Access cards must be worn visibly at all times in the conference areas and VIC premises.

7. The loss of an access card must be reported immediately to the United Nations Security and Safety Service, who will issue a duplicate card.

List of participants

8. A provisional list of participants will be available on the first day of the Conference. It will contain information on the composition of delegations which has been communicated to the Secretariat by 5 p.m. on Wednesday, 23 November 2011. Names and titles will be entered in accordance with information received from Governments and organizations. Delegations are requested to notify, in writing, the staff at the Registration Desk, or the Secretariat of the Conference, of any subsequent changes to ensure the accuracy of the final list.

Conference rooms available

9. The following conference rooms are available in the M-building:

Room	Purpose
Plenary Hall	Plenary and Industrial Development Forum
Board Room A	Round tables
Board Room A or Press Conference Room M-building	Main Committee
Conference rooms in M-building (M4, M5, M7)	Group meetings

10. Within the limits of space and services available, every effort will be made to accommodate groups of delegations wishing to meet. Requests for such meetings should be made to the Meetings Management Unit, room M0222, extension 4615, 3115, 5455/5304.

Seating arrangements

11. Delegations will be seated in English alphabetical order. The name of Kenya was drawn by lot and the delegation of this Member State will therefore sit at the extreme right of the front row in the Plenary Hall as

seen from the podium. The same order will be maintained for meetings of the Main Committee.

12. At the opening of the Conference and at subsequent meetings of the plenary, each government delegation will be assigned four seats: two seats at a table and two seats behind. There will also be assigned seating for participants representing organizations.

Simultaneous interpretation

13. Interventions made in any of the official languages (Arabic, Chinese, English, French, Russian, Spanish) will be interpreted into the other official languages.

14. A participant may speak in a language other than the official languages. In this case, however, the speaker must inform the Meetings Management Unit in advance and provide for interpretation into one of the official languages. Interpretation into the other official languages will then be provided by the Secretariat's official interpreters.

15. Each seat in the meeting rooms at the M-building with simultaneous interpretation equipment will be provided with a portable receiver set and headphones. **As these receivers must be serviced between meetings, participants are requested not to remove them from the meetings rooms.**

Speakers in the general debate

16. The list of speakers for the Plenary meetings was opened on 9 November 2011. As of 28 November, once the Conference has started, delegates who wish to speak in the Plenary are requested to give their names to the Conference Officer in the Plenary Hall. The names of speakers will be entered on the list in the order in which the requests are received.

17. Delegates are urged to keep the duration of their statements in the general debate to a maximum of 10 minutes.

18. Time for short statements of representatives of the United Nations, its agencies, intergovernmental and non-governmental organizations may be accommodated, to the extent possible, after the statements of the delegations within the time frame allotted for the debate.

Prepared statements

19. To facilitate the work of the interpreters, précis writers and press officers, speakers are requested to submit in advance and as early as possible, at least 12 copies of their statements to the Meetings Management Unit in room M02 22 or to the Conference Officer in the Plenary Hall.

Sound recordings

20. Sound recordings will be made of the meetings of the Plenary, the Main Committee and other sessional bodies as appropriate. Delegations wishing to listen to the sound recordings of a particular meeting should address their requests to the Conference Secretariat (room M01 16)

Documents distribution

21. The main documents of the Conference will be available in Arabic, Chinese, English, French, Russian and Spanish. Pre-session documents are published on the UNIDO website (www.unido.org/gc/14). All participants are urged to bring these documents with them, as stocks are limited. Participants are also urged to bring with them UNIDO basic documents — i.e. the Constitution, rules of procedure, decisions of the General Conference and the Board, etc. — since, as part of its saving measures, the Secretariat does not reproduce documents that have been the subject of wide distribution on previous occasions.

22. During the Conference, documents may be collected from the Documents Distribution Counter (outside the Plenary Hall, 1st floor, M-building) where each delegation will have a pigeonhole. The Documents Distribution Counter will be open each day of the session from 8.30 a.m. and will close half an hour after the end of the last meeting of the day.

23. Delegations are reminded that the pigeonholes are to be used exclusively for the distribution of official documents of the Conference and may not be used for the circulation of any other papers or documents. Requests for distribution of official invitations or material other than legislative documents through the Documents Distribution Counter must be submitted to the Executive Secretary.

Submission of draft decisions or resolutions

24. Delegates wishing to propose draft decisions or resolutions during the session are requested to submit the text to the President as soon as possible and by the deadline that will be established by the General Committee at its first meeting. The submission of a text should be done by providing a copy, bearing the signature of a member of the delegation submitting the draft, to the Conference Secretariat.

Summary records

25. Summary records will be prepared for meetings of the Plenary and the Main Committee and will be issued electronically on the Permanent Missions extranet after the session. Summary records convey the proceedings in a concise, abbreviated form and are not

intended to reproduce statements textually. They need not refer specifically to each intervention as in a verbatim record of a meeting.

Information Desk (entrance to M-building)

26. At the Information Desk, general information may be obtained about the Conference, such as the location of meeting rooms and offices, telephone extensions and the various services. The Information Desk will be open daily from 8.30 a.m., extension 5612/5365.

Media

27. Enquiries should be addressed to Mr. M. Evstafyev, Advocacy and Communications Group, telephone (0043699) 1459-7329, e-mail: m.evstafyev@unido.org.

Commissary

28. In accordance with the Commissary Agreement between UNIDO and the Republic of Austria, the heads of delegations of Member States to meetings of or convened by UNIDO — Austrian nationals and stateless persons resident in Austria excluded — are entitled to commissary access cards for the duration of the session. If a head of delegation leaves before the end of the Conference, she/he should designate a new head of delegation. Delegates entitled to commissary cards should collect their cards at the Pass Office, VIC Gate 1, on Monday, 28 November 2011, from 12 noon to 4 p.m., and on Tuesday, 29 November 2011, from 8 a.m. to 4 p.m. Should a head of delegation be unable to collect the commissary access card in person, a member of his/her delegation can collect the card on his/her behalf.

29. The Commissary is located in building F of the VIC, floor -1. Opening hours, Monday through Friday from 12 noon to 7 p.m. Access to the Commissary is limited to holders of an access card validated for Commissary access.

30. Any questions in connection with the issuing of commissary access cards should be directed to the registration desk. For more information regarding Commissary purchases, please contact Mr. I. Zabaar, Customer and Public Relations Assistant (extension 22577).

Postal services

31. A post office, on the first floor of the C-building, provides all regular postal services, express mail service and some banking services, Monday through Friday from 8 a.m. to 6 p.m. Other services include express money transfers with Western Union,

sale of prepaid telephone cards useable at public telephone booths and some hotel room telephones, packing material (boxes and envelopes), souvenirs from the United Nations Postal Administration and lottery tickets.

32. Telephone cards may be purchased at post offices and tobacco shops (*Tabak-Trafik*) throughout Vienna.

Banking services

33. An Austrian bank with multilingual staff offers full banking services at the VIC. The Bank Austria has a branch on the first floor of the C-building and another at the entrance level of the D-building. Bank services are provided by the Bank Austria on the first floor of the C-building. The opening hours are as follows:

Monday, Tuesday, Wednesday 9 a.m.-3 p.m.
and Friday

Thursday 9 a.m.-5.30 p.m.

International ATM machines are available on the first floor (C0113) and the ground floor (D0E71). Some banking services are also provided from 8.00 a.m. to 5.00 p.m. by the post office on the first floor of the C-building.

Language, currency and credit cards

34. The official language of Austria is German.

35. The currency unit is the euro. The euro is subdivided into cents (100 cents = 1 euro). Most hotels and many restaurants and shops accept internationally recognized credit cards.

36. Bank notes and travellers' cheques may be brought into Austria without restriction; however, as not all currencies are in equal demand, some might not be easily convertible. Departing visitors may take with them any foreign and local currency and securities that they brought into the country. It is recommended that visitors keep receipts for major currency exchange transactions in case they need to exchange currency again before leaving the country.

VIC entry for official cars

37. Cars of Permanent Missions registered at the VIC will be able to park as usual. Parking facilities for non-registered cars are not available at the VIC. However, if informed in writing, non-registered cars will be allowed entry via Gate 2 for drop-off and pick-up of passengers. A note verbale requesting car access should be forwarded to the Protocol Office in room M0E 12, e-mail: protocol@unido.org. Vehicle entry permits will be available at the Pass Office at Gate 1 (also refer to document GC.14/INF.1/Add.1, para. 9).

38. Taxis are not permitted to access the premises of the VIC. Should delegates be arriving by taxi, they should arrange to be dropped off at Gate 1 and proceed to the VIC on foot.

39. Participants without access to authorized cars are advised to use the excellent public transportation system, as the VIC is located directly next to the underground station “Kaisermühlen — Vienna International Centre” on the U1 line.

Medical services

40. For emergencies, call 22222. Medical attention is available in the clinics operated by the Joint Medical Service on the seventh floor of the F-building (extensions 22223 and 22225). The clinics are open on weekdays from 8.30 a.m. to 4.30 p.m. (Thursdays to 3 p.m.). For emergencies, the clinics are open anytime during regular office hours (at other times, please apply to the Security Duty Room (F0E21, extensions 99 or 3903).

41. A pharmacy is located next to the clinics which is open on weekdays from 10 a.m. to 5 p.m.

Security advice

42. Participants are advised not to leave briefcases and other personal items unattended. *Suspicious objects should be reported to security immediately.*

Lost and found

43. During the Conference, a lost and found office will operate on the ground floor of the F-building, room F0E21.

Catering services

44. The M-building catering services are as follows:

Coffee corner on ground floor:
Monday-Thursday, 9 a.m.-6.30 p.m.
Friday, 9 a.m.-4 p.m.

Coffee corner on first floor:
Monday-Thursday, 9 a.m.-6.30 p.m.
Friday, 9 a.m.-4 p.m.

Coffee corner on second floor:
Tuesday-Thursday, 9 a.m.-6.30 p.m.

45. In addition to facilities in the M-building, catering services located in the F-building on the entrance level will be in operation with opening hours as follows:

VIC Cafeteria:
Monday-Friday,
7.30 a.m.-2.45 p.m.

VIC Restaurant:
Monday-Friday, 11.30 a.m.-3 p.m.
(for table reservations, call 26060-4877)

VIC Cocktail lounge:
Monday-Friday,
11.30 a.m.-3 p.m. and
4.30 p.m.-8 p.m.

46. Luncheons in private dining rooms and receptions can be arranged through the VIC Catering Service (extension 4875).

Travel services

47. The travel agencies Carlson Wagonlit Travel and American Express are available to participants requiring assistance with such matters as travel, sightseeing, car rental and excursions. The office of Carlson Wagonlit Travel is located in the F-building on the ground floor. It is open on weekdays from 9 a.m. to 5 p.m. American Express is located in the C-building on the ground floor. It is open on weekdays from 8.30 a.m. to 5.30 p.m.

Smoking

48. Smoking is not permitted in the VIC except in specially designated areas. Smoking is not permitted in conference and meeting rooms.

Cellular telephones and computers

49. The use of cellular telephones and laptop computers during meetings can be disruptive and can disturb the infrared transmission of interpretation equipment. Participants are requested to ensure that such equipment is switched off during meetings.

Cloakroom

50. Delegates are kindly requested to leave their coats in the cloakroom on the ground floor.

UNIDO telephone number

51. Telephone number — (00 43 1) 26026 0.

Advisory for participants when outside the VIC

52. Participants should exercise caution at all times, particularly when visiting areas outside the VIC. Due to an increasing number of criminal incidents, participants are especially reminded of the need to be aware of their surroundings. In particular, if approached by strangers claiming to be police officers, it is recommended that participants request to see the individual's official identification card and police badge.

**For further information refer to documents
GC.14/INF.1 and GC.14/INF.1/Add.1 “Advance**

information for participants”.



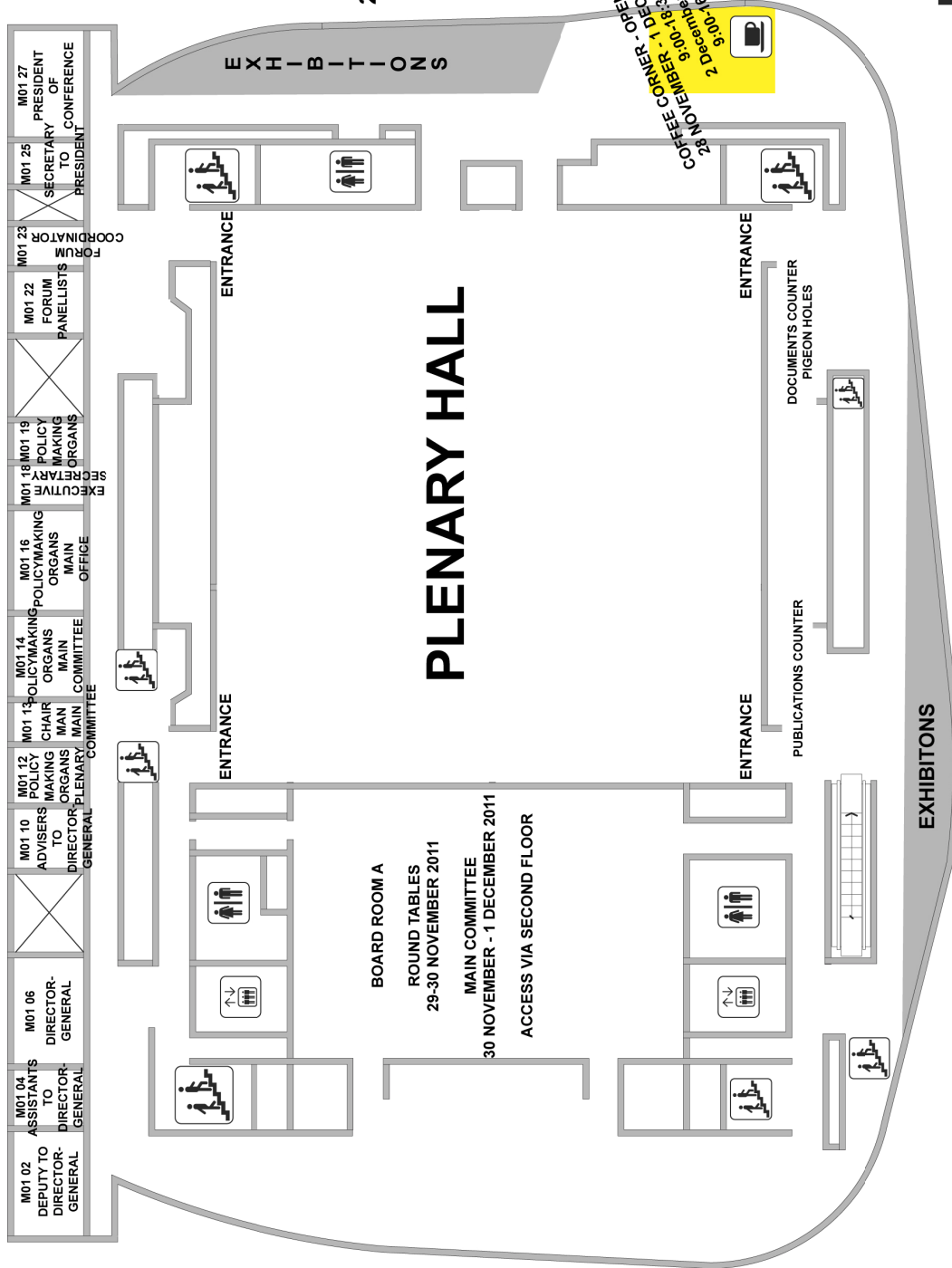
**UNIDO General Conference
14th session
28 November - 2 December 2011**



MOE



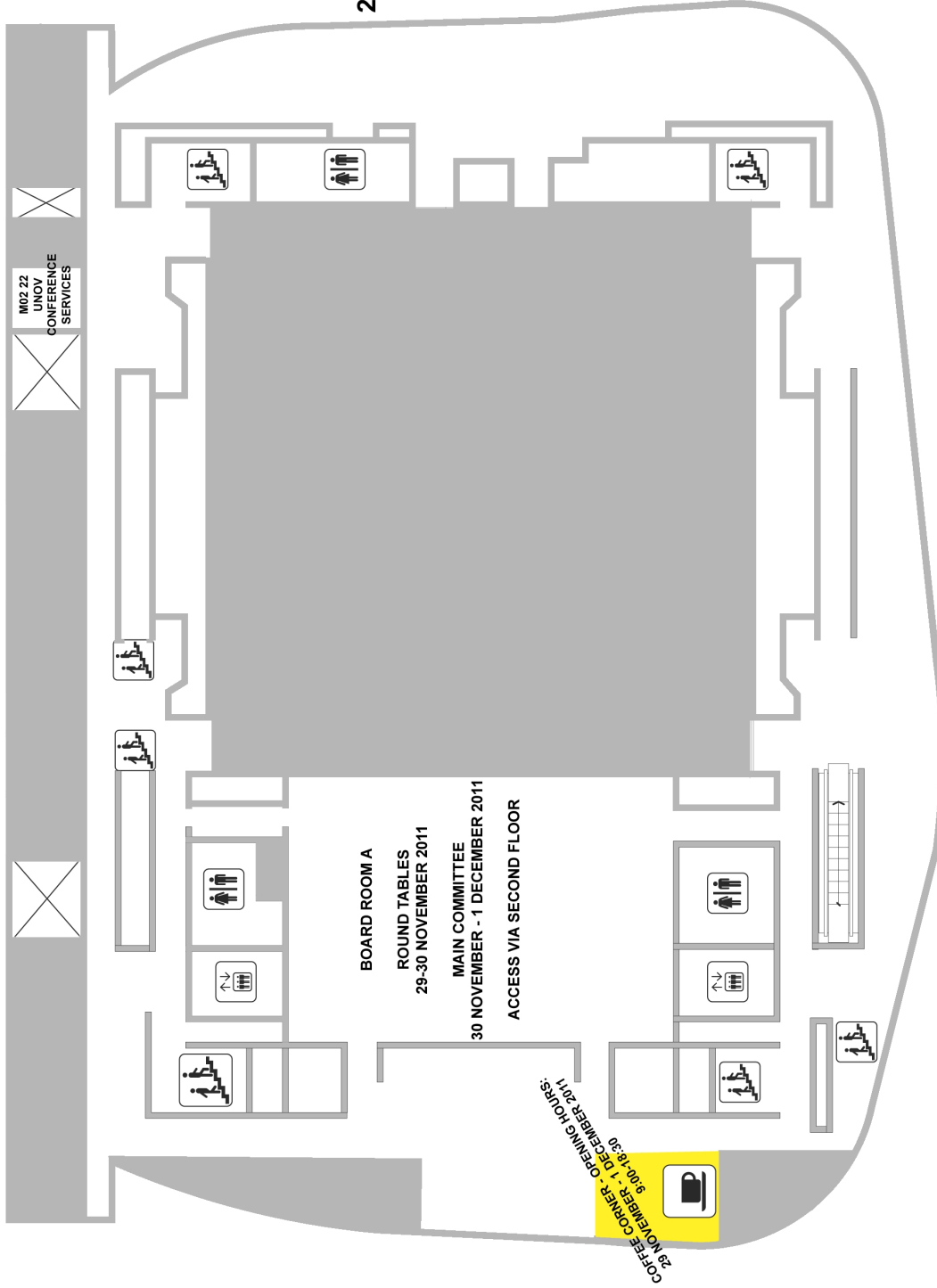
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M01



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M02

