

# Accessible Europe: ICT for ALL

ICT Accessibility: The Key to Inclusive Communications

12-14 December 2018 | Vienna, Austria

Regional Forum Organized Jointly by ITU and European Commission  
 within the Framework of the ITU Regional Initiative for Europe on Accessibility, Affordability,  
 and Skills Development for All to Ensure Digital Inclusion and Sustainable Development

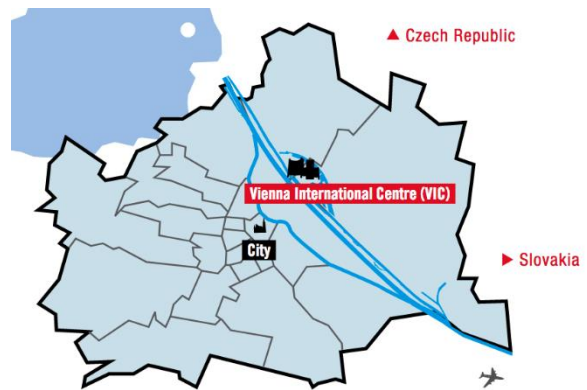
## PRACTICAL INFORMATION

Specific Accessibility related information accessible via [www.itu.int/qo/AccessibleEurope2018](http://www.itu.int/qo/AccessibleEurope2018)

### 1. Venue of Event

The Venue of the Regional Forum is the United Nations Office in Vienna, in Vienna, Austria.

United Nations Office in Vienna  
 Vienna International Centre  
 Wagramer Strasse 5  
 1220 Vienna  
 Austria



### Access to the Vienna International Centre

Participants arriving at the Vienna International Centre **by taxi** are advised to get off in the side lane (Nebenfahrbahn) of Wagramerstrasse, register at Gate 1, walk across Memorial Plaza, proceed to entrance “C” and follow the signs to building “M”.

Participants arriving **by metro** (U1 line) should get off at the “Kaisermühlen/Vienna International Centre” stop, follow the signs marked “Vienna International Centre”, register at Gate 1, walk across Memorial Plaza and enter building “C”.





Trains leave the airport for Wien Mitte/Landstrasse every 30 minutes from 6.06 a.m. to 11.36 p.m. and leave Wien Mitte/Landstrasse for the airport every 30 minutes from 5.36 a.m. to 11.06 p.m.

## 5. Accommodation

Each participant is responsible for making his or her own accommodation arrangements.

**A List and Rates of Recommended Hotels can be found in ANNEX 1**

Participants who arrive at the Vienna International Airport without having made a hotel reservation may wish to contact the Vienna tourist service desk located next to the information counter in the arrival area. The Vienna tourist service desk is open daily from 7 a.m. to 10 p.m.

For specific **Accessibility related information** accessible via [www.itu.int/go/AccessibleEurope2018](http://www.itu.int/go/AccessibleEurope2018)

## 6. Visas

Participants who require a visa must contact the competent diplomatic or consular authorities of Austria and apply for a Schengen short-stay (C) visa at least three weeks prior to their intended date of arrival in Austria. In countries where Austria does not have diplomatic or consular representation, visa applications can be submitted to the consular authority of a State party to the Schengen Agreement acting on behalf of Austria (Belgium, France, Germany, Italy, Netherlands, Portugal or Spain) in the country concerned.

## 7. Currency

National currency in the Republic of Austria is the Euro (EUR), with 1 EUR = 100 cents. Credit cards are accepted in cities and tourist centres by numerous hotels, restaurants, shops and gas stations. If and which credit cards are accepted is indicated by the logos displayed on the exterior facade of the respective business (usually on the entrance door). **Current Exchange rate is:**

1 USD = 0.880686 EUR	1 EUR = 1.13548 USD	
1 GBP = 1.12714 EUR	1 EUR = 0.887198 GBP	(as of 26 October 2018)

At Vienna International Center, Bank Austria has a branch providing full banking services on the first floor of the C-Building, as well as cashpoints (ATMs) at the entrance level of the D-Building and on the first floor of the C-Building of the Vienna International Centre. The office hours are Mondays, Tuesdays, Wednesdays and Fridays from 9 a.m. to 3 p.m., and Thursdays from 9 a.m. to 5.30 p.m.

Banking hours in Austria are generally – Monday, Tuesday, Wednesday, Friday from 8am to 12:30pm and 1:30pm to 3pm, and Thursdays from 8am to 12:30pm & 1:30pm to 5:30pm.

Cash Withdrawal and ATMs – Outside of banks, cash can be withdrawn around the clock. National and foreign Maestro cards (cash cards) are accepted. Other automated teller cards are national and foreign MasterCard, American Express cards, Visa credit cards and Diners cards, as well as the Cirrus



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and Visa-Plus cash cards that belong to this payment system. International ATM machines may charge a fee when you use your debit card, and the amount varies from bank to bank.

## 8. Communication

The event participants will be provided with Wi-Fi internet access at the event venue. There is WiFi coverage in the entire M Building, including inside the meeting rooms and at the Delegates Lounge/coffee area.

The telephone code for Austria is +44. For international calls from Austria, one should dial +, then code of the country, (then code of the city,) then phone number or follow the instructions on telephone card.

A post office on the first floor of the C-Building of the Vienna International Centre (ext. 4986) provides all regular postal services, including a fax service, from Monday through Friday, from 8 a.m. to 6 p.m.

## 9. Climate

Austria is located in a temperate climatic zone with a Central European climate influenced by the Atlantic climate. The four seasons all have typical temperatures and climatic characters.

Due to the topographical diversity of Austria and the relatively large West-East expanse, there are **differentiating climatic regions**. Vienna in the East, has Pannonian climate with a continental influence – low precipitation, hot summers, but only moderately cold winters.

## 10. Time

Time in the Republic of Austria is 1 hours ahead of Greenwich Mean Time (GMT+1).

## 11. Electricity

The standard supply is 220 V, 50 Hz. A standard voltage converter and an adapter should be sufficient for conversion. Normally, the electricity outlet in Vienna requires a two-prong plug with round prongs. Computers require a European plug adapter and phone jack adapter that can be purchased at appliance stores.

## 12. Cafeteria and Coffee areas

The coffee areas in the M-Building and the C-Building (C07) are open from 9 a.m. to 4.30 p.m. The Cocktail Lounge is located in the C-Building (C02), with opening hours from 11.30 a.m. to 3 p.m. and 4.30 p.m. to 8 p.m.



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A cafeteria is located on the ground floor of the F- Building. The cafeteria is open from 7.30 a.m. to 10 a.m. (breakfast) and from 11.30 a.m. to 2.30 p.m. (lunch). The coffee area in the cafeteria is open from 8.30 a.m. to 3.30 p.m.

### 13. First aid medical service

Medical attention is available from the clinic operated by the Joint Medical Services located at the Vienna International Centre, F-Building, seventh floor (ext. 22224 and, for emergencies, ext. 22222). The clinic is open from 8.30 a.m. until noon and from 2 p.m. to 4.30 p.m., except on Thursdays, when it is open from 8.30 a.m. until noon and from 2 p.m. to 3 p.m.

A pharmacy is located on the 7th floor of building F (F0715). It sells over-the-counter and prescription drugs. Opening hours are 10:00–12:00 and 12:30–16:30 (ext. 21599).

For emergency assistance at other times, please contact the Central Security Office in room F0E21 (ext. 3903).

### 14. Contacts

#### Accessible Europe Team, ITU Office For Europe

Direct contact:

Mr. Jaroslav PONDER

Head of the ITU Office for Europe

Phone: +41 22 730 5111 Fax: +41 22 730 5484

E-mail: [eurregion\(@\)itu.int](mailto:eurregion(@)itu.int)

#### Vienna Service Office

The Vienna Service Office, located in the rotunda of the Vienna International Centre (C-building), offers free information on cultural, shopping, dining and related tourist matters. The office also provides free brochures such as city maps. It is open Monday to Thursday from 8.30 a.m. to 1.30 p.m.

Vienna Service Office

Vienna International Centre Wagramerstrasse 5, C0E14

1400 Vienna

Telephone: +43 (0) 1 26026 4234

Email: [viennaserviceoffice@unvienna.org](mailto:viennaserviceoffice@unvienna.org)



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**ANNEX 1**

**List and Rates of Recommended Hotels**

Please make hotel reservations directly with your preferred Hotel. Hotel room rates include breakfast, services and taxes unless otherwise mentioned. Rates effective 01 January 2017

HOTEL	STARS	SINGLE ROOM	DOUBLE ROOM
<b>HOTEL ASTORIA (Trend hotels)</b> Kaerntner Strasse 32-34 1010 Vienna Tel: 51577-0 Subway stop: U1/Stephansplatz All major credit cards accepted	****	EUR 137 incl. breakfast and free wifi	EUR 154 incl. breakfast and free wifi
<b>HOTEL EUROPA WIEN (Trend hotels)</b> Kaerntner Strasse 18 1010 Vienna Tel: 51577-88 Subway stop: U1/Stephanplatz All major credit cards accepted	****	EUR 137 incl. breakfast and free wifi	EUR 154 incl. breakfast and free wifi
<b>HOTEL MELIA VIENNA</b> Donau-City-Strasse 7 1220 Vienna Tel: 90104-20141 5 minutes walk to VIC Subway stop: U1/Kaisermuehlen All major credit cards accepted	*****	EUR 115 incl. breakfast and free wifi	EUR 115 incl. breakfast and free wifi
<b>HOTEL DONAUZENTRUM (Arcotel)</b> Wagramer Strasse 83-85 1220 Vienna Tel: 203 55 45-0 Subway stop: U1/Kagran All major credit cards accepted	***	EUR 87 incl. breakfast and free wifi	EUR 92 incl. breakfast and free wifi
<b>HOTEL SAVOYEN VIENNA (Trend hotels)</b> Rennweg 16 1030 Vienna Tel: 20633-0 Subway stop: U1/Karlsplatz All major credit cards accepted	****	EUR 140 incl. breakfast and free wifi	EUR 163 incl. breakfast and free wifi



<b>HOTEL RATHAUSPARK (Trend hotels)</b>	****	EUR 118	EUR 134
Rathausstrasse 17 1010 Vienna Tel: 404120 Subway stop: U2/Schottentor All major credit cards accepted		incl. breakfast and free wifi	incl. breakfast and free wifi
<b>SOFITEL VIENNA STEPHANSDOM (Accor)</b>	*****	EUR 169	EUR 201
Praterstrasse 1 1020 Vienna Tel: 906 160 Subway stop: U1/Nestroyplatz All major credit cards accepted		incl. breakfast and free wifi	incl. breakfast and free wifi
<b>HOTEL MESSE WIEN (Trend hotels)</b>	***	EUR 88	EUR 104
Messestrasse 2 1020 Vienna Tel: 72727-0 Subway stop: U2/Prater Messe All major credit cards accepted		incl. breakfast and free wifi	incl. breakfast and free wifi
<b>HOTEL CAPRICORNO (Schick hotels)</b>	****	from EUR 97	EUR 135
Schwedenplatz 3-4 1010 Vienna Tel: 533 31 04-0 Subway stop: U4/U1 Schwedenplatz All major credit cards accepted			(room rate vary according to time of reservation) (10% discount from the daily rate)
<b>HOTEL CAPRI</b>	***	EUR 104	EUR 124
Praterstrasse 44-46 1020 Vienna Tel: 214 84 04 Subway stop: U1/Nestroyplatz All major credit cards accepted		incl. breakfast	incl. breakfast
<b>NOVOTEL WIEN CITY (Accor)</b>	***	EUR 140,10	EUR 154,10
Aspernbruckengasse 1 1020 Vienna Tel: 90303 Subway stop: U1 Nestroyplatz		incl. breakfast and free wifi	incl. breakfast and free wifi



All major credit cards accepted			
<b>SUITE NOVOTEL WIEN CITY (Accor)</b> Radingerstrasse 2 1020 Vienna Tel: 24588 0 Subway stop: U1/Vorgartenstrasse All major credit cards accepted	***	EUR 100	EUR 114
<b>HOTEL IBIS WIEN MESSE (Ibis)</b> Lassallestrasse 7A 1020 Vienna Tel: 217705 Subway stop: U1/Praterstern All major credit cards accepted	***	EUR 82	EUR 93
<b>HOTEL MERCURE WIEN ZENTRUM (Accor)</b> Am Fleischmarkt 1A 1010 Vienna Tel: 53460 0 Subway stop: U1/U4 Schwedenplatz All major credit cards accepted	****	EUR 132	EUR 146
<b>MERCURE GRAND BIEDERMEIER (Accor)</b> Landstrasser Hauptstr 28 1030 Vienna Tel: 716710 Subway stop: U3 All major credit cards accepted	****	EUR 118	EUR 127
<b>MERCURE WIEN CITY (Accor)</b> Hollandstrasse 3 1020 Vienna Tel: 21313 Subway stop: U1/U4 Schwedenplatz All major credit cards accepted	****	EUR 117	EUR 133
<b>MERCURE SECESSION WIEN (Accor)</b> Getreidemarkt 5 1060 Vienna Tel: 58838 Subway stop: U1/U4 Karlplatz All major credit cards accepted	****	EUR 109	EUR 127







<b>PARK INN VIENNA (Radisson)</b> Wagramerstrasse 16/16a 1220 Vienna Tel: 260 40 0 Subway stop: U1/Vienna Int. Center All major credit cards accepted	****	EUR 97	EUR 112
		Free use of underground parking bays subject to availability	
<b>IBIS BUDGET WIEN MESSE (Accor)</b> Lassellestrasse 7 1020 Vienna Tel: 2120424 Subway stop: U1/Praterstern All major credit cards accepted	***	EUR 43 (room only) (rate according to season) Free Internet	EUR43 (room only)
<b>ARCOTEL KAISERWASSER (arcotel)</b> Wagramerstrasse 8 1220 Vienna Tel:224 24 0 Subway stop: U1/VIC All major credit cards accepted	****	EUR 95  incl. breakfast	EUR 95  incl. breakfast
<b>HOTEL NH DANUBE CITY</b> Wagramerstrasse 21 1220 Vienna Tel: 260 200 Subway stop: U1/Alte Donau All major credit cards accepted	****	EUR 101  excl. breakfast Breakfast: EUR 19,90	EUR 101  excl. breakfast Breakfast: EUR 19,90
<b>HOTEL MARRIOTT</b> Parkring 12a 1010 Vienna Tel: 51518 0 Subway stop: U4/Stadtpark All major credit cards accepted	*****	EUR 183 (room only)	EUR 183 (room only)
<b>HOTEL STARLIGHT SUITEN</b> Salzgies 12 1010 Vienna Tel: 5359222 Subway stop: U1/Swedenplatz All major credit cards accepted	*****	EUR 120 incl. breakfast	EUR 150 incl. breakfast
<b>INTERCONTINENTAL VIENNA</b>	*****	EUR 141	EUR 141





Johannesgasse 28 1030 Vienna Tel: 711 22 0 Subway stop: U4 Stadtpark All major credit cards are accepted		incl. breakfast, wifi low speed, gym	Breakfast for 2. person EUR 25
<b>HOTEL ROYAL (Kremslehner)</b> Singerstrasse 3 1010 Vienna Tel: 515686 Subway stop: U1/Stephansplatz All major credit cards accepted	****	EUR 120  incl. breakfast	EUR 150  incl. breakfast
<b>HOTEL AM GRABEN (Kremslehner)</b> Dorotheergasse 3 1010 Vienna Tel: 51215310 Subway stop: U1/Stephansplatz All major credit cards accepted	****	EUR 120  incl. breakfast	EUR 150  incl. breakfast
<b>HOTEL REGINA (Kremslehner)</b> Rooseveltplatz 15 1090 Vienna Tel: 404460 Subway stop: U2/Schottentor	****	EUR 100  incl. breakfast	EUR 150  incl. breakfast
<b>ADAGIO VIENNA CITY APARTMENT</b> Uraniastrasse 2 1010 Vienna Tel: 908 303 email: h7216@adagio-city.com		<b>Length of Stay</b> 4-9 NIGHTS	<b>Price per night</b> STUDIO EUR 95 APARTMENT EUR 155
		10-27 NIGHTS	STUDIO EUR 85 APARTMENT EUR 133
		28-90 NIGHTS	STUDIO 75 APARTMENT EUR 118
		from 91 NIGHTS	STUDIO EUR 71 APARTMENT 104

Please note that a credit card with expiry date is needed for your room reservation as guarantee. Most rooms will be reserved till 16:00 pm on the day of arrival. Please note, that there will be a no-show charge of one night rate if confirmed reservation is not cancelled on time.

