



Eleventh United Nations Congress on Crime Prevention and Criminal Justice



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Information for participants

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I. Background

1. The United Nations congresses on crime prevention and criminal justice trace their origin to the international penitentiary congresses that had been organized by the International Penal and Penitentiary Commission (IPPC) since the nineteenth century. The General Assembly, in its resolution 415 (V) of 1 December 1950, authorized the transfer of the functions of IPPC to the United Nations, and approved the initiative whereby the United Nations would undertake, inter alia, to convene every five years a worldwide congress, so as to provide a forum for discussion of priority concerns by policy makers, administrators, academicians and other professionals in the field. Those intergovernmental forums have served as a stimulus for work in the field of criminal justice and the interest generated by them over the years has increased considerably. The First United Nations Congress on the Prevention of Crime and the Treatment of Offenders was attended by 61 countries and territories, while the Tenth Congress was attended by approximately 2,000 participants, of whom 89 were at the ministerial level or Heads of State, including representatives of 137 Governments. A similar, if not higher, attendance is expected at the Eleventh Congress on Crime Prevention and Criminal Justice, to be held in Bangkok from 18 to 25 April 2005.

2. The statement of principles and programme of action of the crime prevention and criminal justice programme of the United Nations, annexed to General Assembly resolution 46/152 of 18 December 1991, stipulates, in paragraph 29, that:

“The United Nations congresses ..., as a consultative body of the programme, shall provide a forum for:

“(a) The exchange of views between States, intergovernmental organizations, non-governmental organizations and individual experts representing various professions and disciplines;

“(b) The exchange of experiences in research, law and policy development;

“(c) The identification of emerging trends and issues in crime prevention and criminal justice;

“(d) The provision of advice and comments to the Commission on Crime Prevention and Criminal Justice on selected matters submitted to it by the Commission;

“(e) The submission of suggestions, for the consideration of the Commission, regarding possible subjects for the programme of work.”

3. To date, 10 congresses have been held. The First Congress was held in Geneva in 1955; the Second Congress, with the Government of the United Kingdom of Great Britain and Northern Ireland acting as host, was held in London in 1960; the Third Congress, with the Government of Sweden acting as host, was held in Stockholm in 1965; the Fourth Congress, with the Government of Japan acting as host, was held in Kyoto in 1970; the Fifth Congress was held at the Palais des Nations, Geneva, in 1975; the Sixth Congress, with the Government of Venezuela acting as host, was held in Caracas in 1980; the Seventh Congress, with the Government of Italy acting as host, was held in Milan in 1985; the Eighth Congress, with the Government of Cuba acting as host, was held in Havana in 1990; the Ninth

Congress, with the Government of Egypt acting as host, was held in Cairo in 1995; and the Tenth Congress was held in Vienna in 2000.

4. The Ninth Congress was the first to be held after the establishment of the Commission on Crime Prevention and Criminal Justice. That Congress invited the Commission to establish an open-ended intergovernmental working group to consider measures for combating transnational organized crime and to request the views of Governments on the development of relevant international instruments. The results achieved by the working group led to the establishment by the General Assembly of an Ad Hoc Committee on the Elaboration of a Convention against Transnational Organized Crime and the subsequent negotiation of the United Nations Convention against Transnational Organized Crime (General Assembly resolution 55/25, annex I) and three supplementary protocols, the Protocol to Prevent, Suppress and Punish Trafficking in Persons, Especially Women and Children (resolution 55/25, annex II); the Protocol against the Smuggling of Migrants by Land, Air and Sea (resolution 55/25, annex III); and the Protocol against the Illicit Manufacturing of and Trafficking in Firearms, Their Parts and Components and Ammunition (resolution 55/255, annex).

5. The Tenth Congress was the first to include in its proceedings a high-level segment, which adopted by acclamation the Vienna Declaration on Crime and Justice: Meeting the Challenges of the Twenty-first Century (General Assembly resolution 55/59, annex), in which Member States pledged to take resolute and speedy measures to combat terrorism, trafficking in human beings, illicit trade in firearms, smuggling of migrants and the estimated \$600-billion money-laundering business. States further committed themselves to taking enhanced international action against corruption. It also stressed the need for an effective international legal instrument, independent of the Organized Crime Convention. Considerable attention was also paid to the need to address the rising tide of computer-related crime and crime resulting from xenophobia and ethnic hatred.

6. In its resolution 56/119 of 19 December 2001, the General Assembly requested the Eleventh Congress to adopt a single declaration. In its resolution 59/151 of 20 December 2004, the Assembly requested the Commission to begin preparation of a draft declaration at intersessional meetings to be held following its thirteenth session, for submission to the Eleventh Congress, taking into account the recommendations of the regional preparatory meetings. At its fourteenth session, which will be held following the Eleventh Congress, from 23 to 27 May 2005, the Commission will give priority attention to the conclusions and recommendations of the Eleventh Congress, with a view to recommending, through the Council, appropriate follow-up by the Assembly.

7. The following regional preparatory meetings were held to prepare for the Eleventh Congress: African Regional Preparatory Meeting, held in Addis Ababa from 1 to 3 March 2004; Asian and Pacific Regional Preparatory Meeting, held in Bangkok from 29 to 31 March 2004; Latin American and the Caribbean Regional Preparatory Meeting, held in San José from 19 to 21 April 2004; and the Western Asian Regional Preparatory Meeting, held in Beirut from 28 to 30 April 2004.

II. Date and venue

8. In its resolution 57/171 of 18 December 2002, the General Assembly accepted with gratitude the offer of the Government of Thailand to host the Eleventh Congress. Pre-Congress consultations will be held on 17 April 2005 in the afternoon, in Plenary Hall 1. The Queen Sirikit National Convention Centre will be the venue of the Eleventh Congress, to be held from 18 to 25 April 2005. A floor plan of the Centre is contained in annex I to the present document.

III. High-level segment and special treaty event

9. A high-level segment will be held during the last three days of the Eleventh Congress to allow Heads of State or Government, government ministers or other high-level representatives to focus on the main substantive agenda items of the Congress. The list of speakers will be opened on 4 April 2005, two weeks before the opening of the Congress.

10. Consistent with the views repeatedly expressed by the General Assembly, the United Nations Office on Drugs and Crime (UNODC) and the Office of Legal Affairs of the Secretariat have agreed to offer States the opportunity to undertake treaty actions during the high-level segment of the Eleventh Congress in Bangkok (deposit of instruments of ratification, acceptance, approval or accession) in relation to the Organized Crime Convention and its three Protocols and the four United Nations instruments against terrorism. States will also be able to undertake such actions in Bangkok for the United Nations Convention against Corruption (General Assembly resolution 55/4, annex). Arrangements will include a formal setting and coverage by the international media.

IV. Appointment of a Secretary-General and an Executive Secretary of the Eleventh Congress

11. In its resolution 58/138 of 22 December 2003, the General Assembly requested the Secretary-General to appoint a Secretary-General and an Executive Secretary of the Eleventh Congress, in accordance with past practice, to perform their functions under the rules of procedure for United Nations congresses on crime prevention and criminal justice.

12. On 20 February 2004, the Secretary-General of the United Nations appointed Antonio Maria Costa, Executive Director of UNODC and Director-General of the United Nations Office at Vienna, Secretary-General of the Eleventh Congress. The Secretary-General appointed Eduardo Vetere, Director of the Division for Treaty Affairs of UNODC, Executive Secretary of the Eleventh Congress.

V. Pre-Congress consultations

13. Pre-Congress consultations will take place at 3 p.m. on 17 April 2005 in Plenary Hall 1. The purpose of the pre-Congress consultations is to reach agreement on the recommendations to be made on all procedural and organizational matters to

be dealt with by the Congress on the opening day, such as the election of officers and composition of the General Committee, the adoption of the agenda and organization of work and the appointment of members of the Credentials Committee.

VI. Opening of the Eleventh Congress and seating arrangements

14. The formal opening of the Eleventh Congress will take place on Monday, 18 April 2005, at 10 a.m. and will be held in Plenary Halls 2 and 3, which will be combined for the purpose. Delegates are requested to be in their seats by 9.45 a.m.

15. For the opening, each government delegation will be assigned four seats, two at the table plus two in the row behind. Specifically identified seating will be available for other participants in the Congress.

16. Committee I will start in Plenary Hall 1 on 18 April 2005 in the afternoon. Committee II will start in the Ballroom on 18 April 2005 in the afternoon and will continue in Plenary Hall 3 on 19 April 2005 in the morning. Each government delegation will be assigned two seats. Specifically identified seating will be available for other participants in the Congress.

17. Participants are kindly requested to note that no photographic equipment is permitted at the opening ceremony. Photographic equipment will be confiscated by security guards and returned after the opening ceremony, should this request be ignored. Participants are also kindly requested to note that mobile telephones should be either switched off or switched to "Silent" mode during the entire proceedings of the Congress.

VII. General theme, agenda and programme of work

18. In its resolution 57/171, the General Assembly decided that the main theme of the Eleventh Congress would be "Synergies and responses: strategic alliances in crime prevention and criminal justice". At the opening of the Congress, a representative of UNODC will present the overview of the Secretary-General on the state of crime and criminal justice worldwide (A/CONF.203/3).

19. The substantive agenda items to be considered by the Congress, as approved by the Assembly, are as follows:

- (a) Effective measures to combat transnational organized crime;
- (b) International cooperation against terrorism and links between terrorism and other criminal activities in the context of the work of the United Nations Office on Drugs and Crime;
- (c) Corruption: threats and trends in the twenty-first century;
- (d) Economic and financial crimes: challenges to sustainable development;
- (e) Making standards work: fifty years of standard-setting in crime prevention and criminal justice.

20. Annotations on the substantive agenda items of the Congress are contained in document A/CONF.203/1. A discussion guide on those themes has been issued as document A/CONF.203/PM.1. Documents are available on the Internet at <http://www.unodc.org>.

21. The General Assembly also endorsed the holding of six technical workshops with a practical orientation on the following subjects:

- (a) Enhancing international law enforcement cooperation, including extradition measures;
- (b) Enhancing criminal justice reform, including restorative justice;
- (c) Strategies and best practices for crime prevention, in particular in relation to urban crime and youth at risk;
- (d) Measures to combat terrorism, with reference to the relevant international conventions and protocols;
- (e) Measures to combat economic crime, including money-laundering;
- (f) Measures to combat computer-related crime.

22. The Assembly also decided that the Eleventh Congress should hold a high-level segment, which will be held from 23 to 25 April 2005, to allow Heads of State or Government or government ministers to focus on the main theme of the Congress. The high-level segment will offer an opportunity to high-level representatives of Governments to inform the Congress of progress made in their countries in crime prevention and criminal justice, discuss the experience of their Governments in undertaking criminal justice reform and exchange views on good and promising practices in that field. It will also offer an opportunity for high-level representatives to engage in dialogue and exchange views on the implications of the report of the High-level Panel on Threats, Challenges and Change, entitled "A more secure world: our shared responsibility" (A/59/565 and Corr.1), in which the Panel concluded that there was an urgent need for the nations of the world to come together and reach a new consensus, both on the future of collective security and on the changes needed if the United Nations is to play its part.

23. A proposed timetable for the work of the Congress will be circulated for consideration by the Congress in document A/CONF.203/1 and the programme of meetings will be printed in the daily *Journal*, giving details about the daily activities and information such as titles, times and locations of meetings, agenda items to be considered and relevant documentation.

24. In addition to the discussions in plenary, the two committees and the six technical workshops, a large number of ancillary meetings will be organized, primarily by non-governmental organizations, on specific topics. They will feature distinguished speakers and interesting issues likely to generate lively discussion. The programme of ancillary meetings to be held at the Eleventh Congress is now being drawn up. The programme may be obtained from the official website of the International Scientific and Professional Advisory Council of the United Nations Crime Prevention and Criminal Justice Programme network of collaborating institutes (<http://www.ispac-italy.org/>).

VIII. Participation and costs

25. In accordance with the provisional rules of procedure for the Eleventh Congress (A/CONF.203/2), the following may attend or be represented at the Congress:

- (a) Member States of the United Nations;
- (b) Associate members of the regional commissions of the United Nations;
- (c) Organizations that have received a standing invitation from the General Assembly to participate in the sessions and work of all international conferences convened under its auspices, in accordance with Assembly resolutions 3237 (XXIX) of 22 November and 3280 (XXIX) of 10 December 1974 and 31/152 of 20 December 1976;
- (d) Organs of the United Nations;
- (e) Specialized agencies of the United Nations and the International Atomic Energy Agency;
- (f) Intergovernmental organizations;
- (g) Non-governmental organizations in consultative status with the Economic and Social Council;
- (h) Individual experts in the field of crime prevention and the treatment of offenders invited by the Secretary-General, such as members of teaching staff at universities, of criminological institutes and of national non-governmental organizations for crime prevention and criminal justice, members of courts and bar associations, social workers, youth workers, specialists in education, specialists in behavioural sciences, police officials and the like;
- (i) Officials of the Secretariat;
- (j) Other persons invited by the United Nations;
- (k) Other persons invited by the host Government.

26. Individual experts who wish to participate are advised to communicate their interest to the Executive Secretary of the Congress at their earliest convenience. Provisions governing Congress participants who are not delegates of Member States are set out in the provisional rules of procedure for the Eleventh Congress (A/CONF.203/2). The Congress is also open to representatives of the private sector and civil society.

27. All costs of participation will be the responsibility of participating Governments for their delegations, of intergovernmental and non-governmental organizations for their representatives and of individuals for their own participation. There is no registration fee to participate in the Eleventh Congress. Limited funds are available to assist least developed countries with participation.

IX. Registration

28. In accordance with rules 1, 2 and 3 of the provisional rules of procedure for the Eleventh Congress, the delegation of each State participating in the Congress should consist of a head of delegation and such other representatives, alternate representatives and advisers as may be required. The credentials (full name, title, address, facsimile and electronic mail (e-mail) address) of representatives, alternate representatives and advisers should be submitted by the Head of State or Government or by the Minister for Foreign Affairs to the Executive Secretary of the Congress, if possible not later than two weeks before the opening of the Congress. Any changes in the composition of delegations should be submitted, in writing, by the Head of State or Government or by the Minister for Foreign Affairs to the Executive Secretary of the Congress.

29. The contact address for the Executive Secretary of the Eleventh Congress is:

Mr. Eduardo Vetere
Executive Secretary
Eleventh United Nations Congress on Crime Prevention and Criminal Justice
United Nations Office on Drugs and Crime
P. O. Box 500
1400 Vienna
Austria
E-mail c/o: maureen.mcgregor@unodc.org

For general information regarding the Congress, please contact:

Ms. Maureen McGregor
Programme Assistant and Conference Servicing Clerk
Legal Advisory Section, Division for Treaty Affairs
Room L-351
United Nation Office on Drugs and Crime
P. O. Box 500
1400 Vienna
Austria

Telephone: (+43-1) 26060-5278
Facsimile: (+43-1) 26060-75278
E-mail: maureen.mcgregor@unodc.org

30. Admission to the Queen Sirikit National Convention Centre will require the presentation of identification cards at all times. All participants in the Congress are therefore required to register in the Congress registration area of the Queen Sirikit National Convention Centre, located in Zone A, upper level entrance hall.

31. As part of the security arrangements, all participants in the Congress will be required to present their invitations or credentials together with their passports at the entrance before proceeding to the registration area of the Queen Sirikit National Convention Centre, located in Zone A, upper level entrance hall, to register and collect their security passes for the Congress. Security passes must be worn visibly at all times at the Congress venue. All persons and their bags/luggage will be screened at the entrance to the Convention Centre.

32. Registration will begin on 15 April 2005, at 10 a.m., and the desk will remain open until 6 p.m. The registration desk will be open from 16 to 25 April 2005, from 8 a.m. to 6 p.m. For the high-level segment, the registration desk will be open on 22 and 23 April from 8 a.m. to 9 p.m. As a large number of participants are expected for the Congress, delegates and representatives arriving during the week before the opening of the Congress are encouraged to register as early as possible.

Registration of Heads of State and ministers

33. It is highly recommended that delegations submit ministers' names and photographs (in JPEG format) in advance to Lieutenant Imad Zaher, Officer-in-Charge of the Pass and Identification Unit (e-mail: Imad.Zaher@unvienna.org), for advance preparation of their badges in order to minimize inconvenience. These will be ready for collection in Bangkok on arrival in the registration area.

Vehicle passes

34. Parking permits will be issued by the host country authorities at the information desk located in the corridor leading from the registration area to the Plenary Hall. Delegations are advised to obtain their vehicle parking permits before the opening day of the Congress to allow for easier access into the venue premises.

Registration of members of the press and the media

35. Media representatives are also required to register at the Press Registration Counter in the Congress registration area of the Queen Sirikit National Convention Centre, located in Zone A, upper level entrance hall. For further information on media arrangements, please refer to section XII below.

Registration of family members accompanying delegates and participants

36. Delegates and participants wishing to bring family members are encouraged to do so. Those persons will be issued with "Family" badges, which will allow access to the Queen Sirikit National Convention Centre.

X. Languages and documentation

37. The six official languages of the Eleventh Congress are Arabic, Chinese, English, French, Russian and Spanish. Statements made in a language of the Congress during the meetings of the Plenary, Committee I and Committee II will be interpreted into the other languages of the Congress. A representative may speak in a language other than the languages of the Congress if he or she informs the Secretariat beforehand and provides for interpretation into one of the official languages of the Congress. Official United Nations documents of the Congress will be made available in the six official languages of the Congress. The Thai National Organizing Committee for the Congress has arranged for interpretation from and into English and Thai for all plenary meetings and for a number of press briefings.

38. Each seat in the Congress halls at the Queen Sirikit National Convention Centre in which simultaneous interpretation is available will be provided with a portable receiving set and a headphone. Participants are requested not to remove

these from the meeting rooms so that the equipment may be checked and, if necessary, batteries may be recharged before the next meeting takes place.

39. UNODC has prepared documents to facilitate consideration of each item of the provisional agenda of the Congress, as well as background papers for the workshops. In addition, the Congress will have before it other documents, such as the discussion guide and the reports of the regional preparatory meetings.

40. The main documents distribution counter will be located at the Atrium Corner of the Convention Centre. Each delegation will be assigned an individual pigeonhole at the documents distribution counter, into which all documents issued during the Congress will be placed. To determine exact requirements, each delegation is requested to advise the documents distribution counter of its daily requirements, specifying the number of copies of each document needed and the language (or languages) in which it wishes to receive them during the Congress. The quantity requested should be sufficient to cover all requirements, since it will not be possible to provide complete sets of documents after the end of the Congress.

XI. Submission of papers

41. In its resolution 59/151, the General Assembly encouraged Governments to submit national position papers on the various items of the agenda and called for contributions from the academic community and relevant scientific institutions. To the extent possible, those reports should contain specific recommendations to be considered by the Congress, including recommendations to be included in the declaration to be adopted. They may also contain relevant research findings, examples of best practices and indications of ways to further common objectives and joint strategies with the United Nations and other stakeholders. Assessments of existing needs could be accompanied by proposals for meeting them.

42. National statements and/or position papers prepared by participating States will be distributed at the Congress in the languages and quantities provided by the Governments. It is suggested that the following minimum numbers of copies be provided:

<i>Language</i>	<i>Number of copies</i>
English only	600
English plus French or Spanish	425 copies in English; 175 copies in French or Spanish
English plus Arabic	425 copies in English; 175 copies in Arabic
English plus French and Spanish	375 copies in English; 125 copies in French; 100 copies in Spanish
English plus Russian	425 copies in English; 100 copies in Russian
English plus Chinese	425 copies in English; 10 copies in Chinese

43. If the suggested number of copies cannot be provided, 300 is the absolute minimum number necessary for distribution to cover one copy per delegation and limited copies for Secretariat use. Reproduction facilities will be available for delegates at the Congress site, operated on a commercial basis. However, it is strongly recommended that sufficient quantities be brought or shipped to the Congress site by delegations well before the Congress.

44. In order to properly identify the national papers as background documents to the Eleventh Congress, the symbol A/CONF.203/G/... (to be followed by the name of the country) should be clearly indicated on the upper right-hand corner of the cover page. When more than one paper is presented, each paper should be numbered sequentially after the name of the country (for example, A/CONF.203/G/[*name of the country*]/1, A/CONF.203/G/[*name of the country*]/2, ...). The cover page should, below that symbol, also indicate the date and language (or languages) of submission. Finally, so as to comply with United Nations practice, the following footnoted disclaimer should be included in the paper: "The designations employed, the presentation of material and the views expressed in the present paper are those of the Government of [*name of the country*], and do not necessarily reflect the views of the Secretariat of the United Nations in any of these respects."

45. United Nations specialized agencies, funds and programmes, international governmental organizations and individual experts may submit background information on specific questions pertaining to the subject matter under consideration (see paras. 42 and 43 for recommended languages and quantities). An electronic version of papers should be sent to the Secretariat at the following e-mail address: maureen.mcgregor@unodc.org.

46. Information copies of all national statements and/or position papers and other relevant documents should be submitted in electronic format as soon as possible to the Secretary of the Eleventh Congress:

Mr. Andres Finguerut
Secretary
Eleventh United Nations Congress Crime Prevention and Criminal Justice
Officer-in-Charge
Commissions Secretariat Section
Division for Treaty Affairs
Room L-345
United Nations Office on Drugs and Crime
P. O. Box 500
1400 Vienna
Austria

E-mail c/o: maureen.mcgregor@unodc.org

47. In order to ensure that national papers are available at the Congress without failure, sufficient time for delivery and customs clearance should be allowed, especially when air freight is not used. The official freight forwarder engaged for the Congress by the Thai National Organizing Committee is the Elite Transportation Service Ltd. The company offers a full range of services to international clients participating in conferences, exhibitions and similar events. National papers, clearly marked as such on the outside and inscribed "National paper of [*name of country*]" for the Eleventh United Nations Congress on Crime Prevention and Criminal

Justice”, can be forwarded to Elite by any courier or other delivery company. Elite will store them on arrival and retrieve them for delegates contacting the Elite Customer Service Counter at the Congress venue.

Contact details:

Elite Transportation Service Ltd.
134/17 Soi Athakravi 3 Rama IV
Bangkok 10110
Thailand

Telephone: (+66-2) 258-2991, ext. 15
Facsimile: (+66-2) 258-5990
E-mail via website: www.elitethai.com

XII. Information and the media

48. Regular United Nations media facilities will be available at the Eleventh Congress, including a Press Centre and a Press Briefing Room. Interpretation from and into English and Thai will also be available for press briefing rooms.

49. Media representatives wishing to cover the Eleventh Congress need to apply for accreditation before or during the Congress. The application form is available at www.unis.unvienna.org.

50. Completed application forms with accompanying documents should be either e-mailed or faxed to Ms. Veronika Crowe-Mayerhofer, Accreditation Assistant, United Nations Information Service, Vienna (facsimile: (+43-1) 26060-7-3342; e-mail: veronika.crowe-mayerhofer@unvienna.org) **by Monday, 11 April 2005**.

51. Media representatives can obtain accreditation in person at the accreditation counter in the Queen Sirikit National Convention Centre **from Friday, 15 April 2005 onwards**. Completed application forms must be accompanied by a copy of a press card and/or a letter of assignment, issued on paper with an official letterhead and signed by the editor or bureau chief of the media affiliation.

52. Only those representatives of the media with a special press pass will be allowed access to the meetings, the side events and the press working area. Press passes will be issued at the site of the Congress upon presentation of a photo identification document.

53. For further information for journalists, please see www.unis.unvienna.org, and for further information on the Congress, see www.unodc.org.

54. Wireless connectivity is available throughout the Queen Sirikit National Convention Centre except on the Lotus level. Participants needing a wireless network connection should purchase an access card at the Centre in Bangkok.

XIII. National Organizing Committee and Preparatory Office

55. As the host of the Eleventh Congress, the Government of Thailand has appointed three committees for the preparation of the Congress:

(a) The National Organizing Committee, chaired by a Deputy Prime Minister, is responsible for overseeing the preparations for the Eleventh Congress undertaken by both the Substantive Committee and the Logistics Committee;

(b) The Substantive Committee is chaired by the Minister of Justice and is run primarily by the Office of the Attorney-General. It works out all substantive and workshop issues and produces national reports stating Thailand's position on crime prevention and criminal justice;

(c) The Logistics Committee, chaired by a Deputy Prime Minister, is responsible for all logistical arrangements, including conference premises, public relations, receptions, security and medical services.

56. The Government of Thailand has nominated Mr. Wisit Wisitsora-At, Director-General, Office of Justice Affairs, as the National Liaison Officer between the United Nations and the Government with responsibility for making the necessary arrangements for the Congress in consultation with the Secretary-General or the Executive Secretary of the Congress.

57. The Office of Justice Affairs, as the Secretariat of the Logistics Committee, has set up the Eleventh United Nations Congress Preparatory Office (UNCPO), directed by Mr. Vitaya Suriyawong, Director of the Justice Officials Training Institute, Office of Justice Affairs. UNCPO is the focal point for coordination with all the agencies involved, as well as with the United Nations itself, in preparing for the Congress.

Contact details:

Mr. Vitaya Suriyawong
 Director, Eleventh United Nations Congress Preparatory Office
 Ministry of Justice, 14th floor
 Chaengwattana Road, Pak-kred
 Nonthaburi 11120
 Thailand

 Telephone: (+66-2) 502-8249
 Facsimile: (+66-2) 502-8258
 E-mail: secretariat@11uncongress.org

XIV. Visas, travel and hotel reservations

58. All participants are required to possess a valid passport and to obtain the appropriate entry visas before entering Thailand. Visas may be obtained from the nearest Thai embassy or consulate. Further information regarding visa requirements may be obtained from Thai embassies or consulates (see para. 60 below) or at <http://www.mfa.go.th> or <http://www.11uncongress.org/participation/a.htm>.

Flight information

59. The National Organizing Committee of the Eleventh United Nations Congress on Crime Prevention and Criminal Justice has appointed Thailand's national flag carrier, Thai Airways International (THAI), official carrier of the Congress. A member of the Star Alliance Group, THAI flies to 74 destinations in 34 countries.

Online bookings for all THAI's domestic and international flights can be made 24 hours a day, 7 days a week.

Head Office
 Thai Airways International
 89 Vibhavadi Rangsit Road
 Bangkok 10900
 Thailand

Telephone: (+66-2) 545-1000
 Reservation service (24-hour):
 (+66-2) 280-0060 and (+66-2) 628-2000
 E-mail: rsvn.info@thaairways.com
 Website: www.thaairways.com

Embassies

60. A list of Thai embassies and consulates worldwide may be obtained at: <http://www.thaiembassy.org>. Should participants have difficulty in obtaining visas, they are advised to contact the Thai National Organizing Committee (see para. 57 above).

Accommodation

61. Participants are required to make their own accommodation arrangements. Hotel accommodation can be booked online at the official Thai website for the Congress (<http://www.11uncongress.org/participation/accommodation.htm>), which provides a list of recommended hotels and information about their location. Only the recommended hotels listed will be provided with reinforced Thai security and a shuttle bus service to take participants to the Congress site in the mornings and return them to their hotels in the evenings.

62. For those participants who have no Internet access, a hotel accommodation reservation form is attached (see annex II). This should be completed in full and faxed to the National Organizing Committee in Thailand at the number indicated on the form. The recommended hotels are:

<i>Hotel</i>	<i>Room type</i>	<i>Rate (United States dollars)</i>	<i>Location/transport facilities</i>
Room rates at over US\$ 100			
Grand Hyatt Erawan	Grand room	Single 130	Thirty minutes from Bangkok International Airport and very close to the Chit Lom Sky Train station
		Double 145	
Plaza Athénée, Royal Meridien	Deluxe	Single 130	Traditional luxury Thai hotel situated centrally, 3 minutes' walk to the Phloen Chit Sky Train station
		Double 130	
JW Marriott	Deluxe	Single 130	Central business district, 5 minutes' walk to two Sky Train stations, Phloen Chit and Nana
		Double 140	

<i>Hotel</i>	<i>Room type</i>	<i>Rate (United States dollars)</i>	<i>Location/transport facilities</i>
Dusit Thani	Superior	Single 100 Double 110	Centrally located on Silom road 20 minutes from the airport, with easy access to both Sky Train (Sala Daeng) and subway (Silom) stations
Westin Grand Sukhumvit	Deluxe	Single 130 Double 140	Five minutes from the Queen Sirikit National Convention Centre by subway (Sukhumvit station)
Intercontinental	Deluxe	Single 130 Double 145	Immediate access to the Chit Lom Sky Train station
Room rates at US\$ 70-100			
Landmark	Superior	Single 98 Double 108	Immediate access to the Nana Sky Train station
Imperial Queen's Park	Deluxe	Single 80 Double 85	Five minutes from the Phrom Phong Sky Train station
Rembrandt	Superior	Single 80 Double 85	Five minutes from the Queen Sirikit National Convention Centre and 6 minutes from the Phrom Phong Sky Train station.
Novotel Lotus	Superior	Single 75 Double 85	Thirty minutes from the airport and 3 minutes' walk to the Phrom Phong Sky Train station
Windsor Suites	Counsellor suites	Single 75 Double 85	Short walk to either Asok or Phrom Phong Sky Train stations
Montien Suriwongse	Superior	Single 70 Double 80	Five minutes' walk to the Sala Daeng Sky Train station and a few minutes' walk to the Sam Yan subway station
Holiday Inn	Deluxe	Single 85 Double 85	Immediate access to the Chit Lom Sky Train station
Room rates at US\$ 40-70			
Ambassador Bangkok	Superior (Tower Wing)	Single 48 Double 53	Two minutes' walk to the Nana Sky Train station
Park Avenue	Superior	Single 50 Double 55	A few minutes' walk to the Phrom Phong Sky Train station
Royal Benja Hotel	Deluxe	Single 43 Double 45	A few minutes' walk to the Nana Sky Train station
Regency Park	Superior	Single 45 Double 55	Quick access to the Phrom Phong Sky Train station
Emerald Hotel	Superior	Single 50 Double 55	Twenty minutes from the airport, only moments from the commercial areas of Sukhumvit and Silom Roads

XV. Facilities at the Congress site

Delegates' Lounge

63. A coffee/snack bar with lounge furniture, telephones and photocopying facilities at participants' expense will be located in the Plaza for the use of delegates.

Cyber Café

64. A Cyber Café, providing independent Internet access and 30 personal computers, will be located in the Plaza.

Medical/First Aid Room

65. First aid facilities will be located in the Main Foyer.

Bank and Post Office

66. Banks and post offices will be located in Zone A-ground and Zone D.

Travel Agency

67. For the convenience of participants wishing to reconfirm or change their flights and to book tourist tours, a travel agency will be located in the Atrium.

Information Counter

68. An information counter staffed with two local staff (delegates' aides) will be set up in the corridor leading from the registration area to the Plenary Hall.

XVI. Programme of social activities

Welcome reception

69. All participants are invited to the welcome reception on Saturday, 23 April 2005, at 7 p.m., at which they will enjoy cocktails and traditional Thai performances.

70. Participants wishing to arrange social events are kindly requested to contact the Protocol Officer at the Congress at the following address:

Ms. Phillipa Lawrence, Protocol Officer
Office of the Director-General/Executive Director
United Nations Office at Vienna
United Nations Office on Drugs and Crime
Room L0E-32
P. O. Box 500
1400 Vienna
Austria

Telephone: (+43-1) 26060-5497
Facsimile: (+43-1) 26060-5929
E-mail: phillipa.lawrence@unvienna.org

Technical visits

71. Participants and accompanying persons interested in experiencing criminal justice operations in Thailand first-hand are invited to participate in the technical visits to be organized during the Congress. The site options that participants may choose from include juvenile agencies, prisons, the Anti-Money Laundering Office and hospitals treating drug addiction.

Courtesy excursion

72. A courtesy excursion to the Grand Palace will be arranged for participants and accompanying persons attending the Eleventh Congress free of charge. The Grand Palace, built in the time of King Rama I (1782-1809), is well known for its highly decorative architecture and includes the Royal Chapel, which houses the Emerald Buddha, the most sacred image of Buddha in Thailand.

XVII. Useful information about Bangkok***Airport reception**

73. A welcome area, fast-track immigration, arrival lounge and information desk will be set up at Bangkok International Airport to assist participants arriving for the Eleventh Congress. A shuttle bus service to official hotels will be arranged free of charge for participants.

74. Alternatively, participants may take a limousine or a public taxi to their hotels. The fare depends on the distance travelled. Participants are advised to contact the information desk at the airport for assistance.

Transportation to and from the Congress venue

75. Participants are required to make their own arrangements for transportation to and from the Congress venue. The easiest way is to take the Bangkok Mass Transit System (BTS) Sky Train and the Mass Rapid Transit (MRT) subway. Shuttle buses will transport participants mornings and evenings from and to the officially recommended hotels.

Bangkok Mass Transit System Sky Train

76. There are two lines in operation, the Sukhumvit Line and the Silom Line. BTS Sky Trains run daily from 6 a.m. to midnight, with frequent service throughout the day, especially during rush hours. The fare is based on the distance travelled. For more information, please visit the BTS Sky Train website (<http://www.bts.co.th>).

Mass Rapid Transit Subway

77. The MRT Chaloem Ratchamongkhon Line has 18 stations and operates from 6 a.m. to midnight, with frequent service throughout the day, especially during rush hours. The fare is based on the distance travelled. For more information, please visit the MRT website (<http://www.mrta.co.th>).

* Information supplied by the Tourism Authority of Thailand.

78. Alternatively, participants may travel to and from the Congress site by using a wide range of transportation, for example, public buses, boats, trains, taxis, *tuk-tuks* and so on. Information on transportation may be found at <http://www.tourismthailand.org>.

Bangkok

79. Thailand, formerly known as the Kingdom of Siam, lies in the heart of South-East Asia. It can be divided into four distinct geographical regions: the mountains and forests of the north; the fertile land of the central plains; the semi-arid plateau of the north-east; and the tropical beaches and islands of the southern peninsula. Thailand consists of 76 provinces, which are further divided into districts, subdistricts and villages. Because of the friendliness and hospitality of the Thai people, Thailand is widely known as the “Land of Smiles”.

80. Bangkok, or Krung Thep, meaning “City of Angels”, was constructed in 1782, or 222 years ago, by King Rama I of the Chakri dynasty. Bangkok, one of the biggest cities in the world, is the capital of Thailand and is home to some 7 million of Thailand’s 62 million citizens. Bangkok is also the centre of political, commercial, industrial and cultural activities. Over the years, the city has retained its traditional charm, with a mixture of old cultural heritage and modern architecture and facilities.

Climate

81. Thailand enjoys a tropical climate, with a high level of humidity throughout the year. The year is divided into three distinct seasons: hot (March-May), rainy (June-October) and cool (November-February). The average annual temperature is 28° C (82.4° F). At the time of the Eleventh Congress, the weather is expected to be warm and humid, around 34-35° C (93.2-95° F). Light, loose clothing is recommended.

Language

82. Thai is the official language in Thailand. However, English is widely understood, in particular in Bangkok, where it is almost the major commercial language. English and other European languages are spoken in most hotels, shops and restaurants in major tourist areas.

Currency

83. The unit of currency in Thailand is the baht. Bank notes are issued in denominations of 10 (brown), 20 (green), 50 (blue), 100 (red), 500 (purple) and 1,000 (grey) baht. There are also 1, 5 and 10 baht coins and 25 and 50 satang coins; 100 satangs equal 1 baht.

84. Major credit cards (Visa, MasterCard, American Express, Diner’s Card) and travellers’ cheques in major foreign currencies are generally accepted in leading hotels, restaurants, department stores and several large stores. Travellers’ cheques and notes in all major foreign currencies may be exchanged at any commercial bank and most hotels and foreign exchange counters.

Time

85. The time in Thailand is seven hours ahead of Greenwich Mean Time (GMT).

Taxes and tipping

86. A 7 per cent government value added tax (VAT) is applied to goods and services in Thailand. However, there is a VAT refund scheme for tourists, who may claim the refund on certain items purchased in Thailand. Look for a sign saying “VAT Refund for Tourists”.

87. Tipping has now become the usual practice in Thailand. It is customary to tip porters and hotel staff who have given good personal service. A 10 per cent tip is appreciated in restaurants, especially where a service charge is not included. However, it is not necessary to tip taxi drivers and cinema ushers.

Electricity

88. The electric current in Thailand is 220 volts AC (50 Hertz) throughout the country. Various kinds of plugs and sockets are in use. Participants should bring a plug adapter kit for shavers, tape recorders and other small appliances. Rooms in leading hotels may have 110-volt outlets.

Telephone services and useful telephone numbers and links

89. Telephone services are available in hotels, restaurants, caf  s and call boxes (coin or card-operated). To use, insert a coin or a phone card, dial a number (all telephone numbers have nine digits), then speak:

For Bangkok calls: dial 02 + phone number; for example, **0-2694-1222**.

For provincial calls: dial area code + phone number; for example, **0-5324-8604** (053 is the area code for Chiang Mai).

For international direct calls: dial 001 + country code + area code + phone number.

To make international calls through the operator: dial 100.

Making international calls to Thailand: add 66 (Thai country code) + phone number (omit the initial 0).

Emergency

Central Emergency (police, ambulance, fire)
Telephone: 191

Tourist Police
Telephone: 1155
Website: <http://tourist.police.go.th>

Transportation

By air

Bangkok International and Domestic Airport
Telephone: 0-2535-1111 and 0-535-2081-3
Website: <http://www.airportthai.co.th>

Thai Airways International Ltd.
Telephone: 0-2628-2000
Website: <http://www.thaiair.com>

Bangkok Airways Co., Ltd.
Telephone: 0-2265-5555
Website: <http://www.bangkokair.com>

By train

State Railway of Thailand
Telephone: 0-2222-0175, 0-2621-8701 and 0-2220-4567
Website: <http://www.railway.co.th>

By bus

Bangkok Mass Transit Authority
Telephone: 0-2246-0973 and 0-2246-0741-4
Website: www.bmta.co.th

By boat

Chao Phraya River Express
Telephone: 0-2623-6342

By BTS Sky Train

Bangkok Mass Transit System Public Company Ltd.
Telephone: 0-2617-6000
Website: <http://www.bts.co.th>

By MRT Subway

Mass Rapid Transit Authority of Thailand
Telephone: 0-2246-5733 and 0-2246-5744
Website: <http://www.mrta.co.th>

Immigration

Immigration Bureau
Telephone: 0-287-3101-10
Website: <http://www.imm.police.go.th>

Tourism

Tourism Authority of Thailand
 Telephone: 0-2250-5500
 Website: <http://www.tat.or.th> or <http://www.tourismthailand.org>

Bangkok Tourist Bureau
 Telephone: 0-2225-7612-4
 Website: <http://bangkoktourist.bma.go.th>

Telecommunication

CAT Telecom Public Company Ltd.
 Telephone: 0-2573-0099
 Website: <http://www.cattelcom.com>

TOT Corporation Public Company Ltd.
 Telephone: 0-2505-1000
 Website: <http://www.tot.co.th>

Thailand Post Company Ltd.
 Telephone: 0-2831-3095
 Website: <http://www.thailandpost.com>

Postal, facsimile and Internet services

90. Postal and facsimile facilities are available at post offices and in most leading hotels. Internet services are also available in most leading hotels and at cyber cafés in Bangkok, especially in major tourist areas.

Business hours

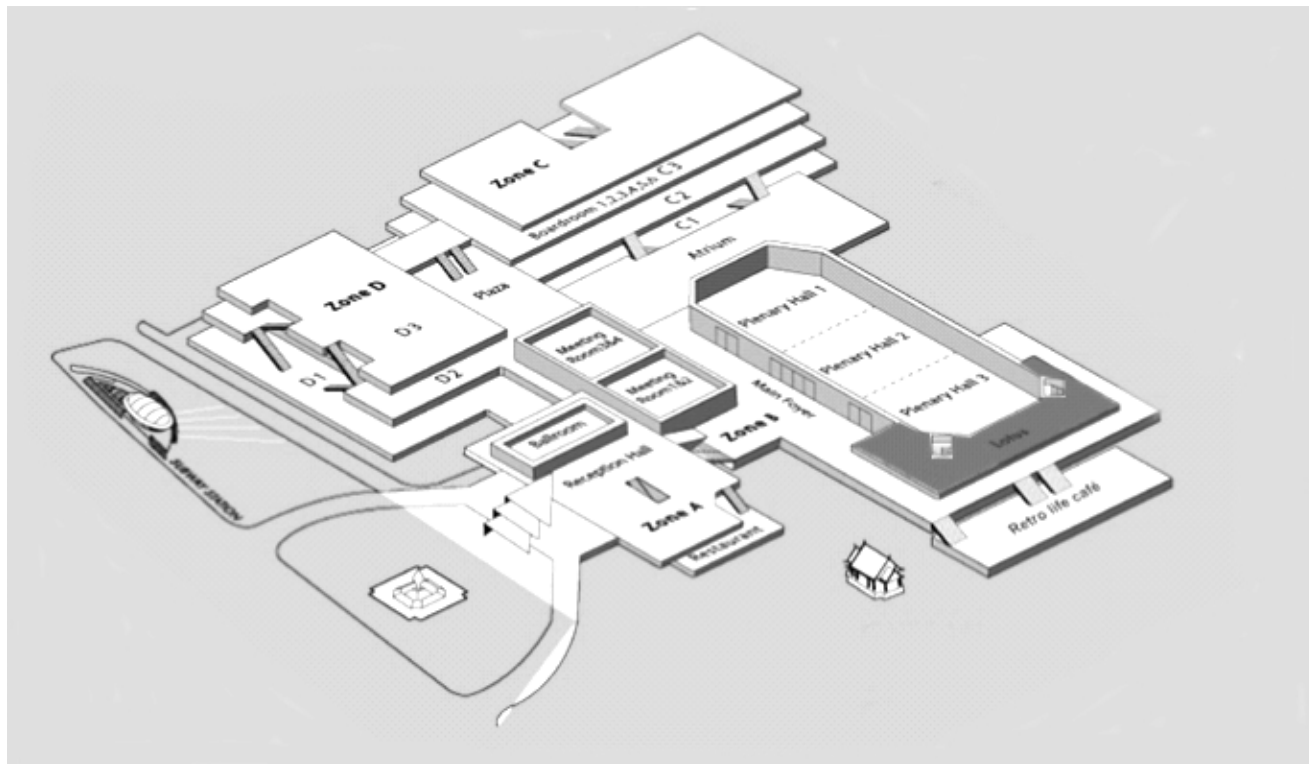
91. Most private offices in Bangkok operate on a five-day week, from 8 a.m. to 5 p.m. Government offices are generally open between 8.30 a.m. and 4.30 p.m., from Monday to Friday. Many stores operate daily from 10 a.m. to 10 p.m. Banks are open from Monday to Friday between 9.30 a.m. and 3.30 p.m., except on public holidays. Major post offices are open from Monday to Friday between 8 a.m. and 5 p.m. and on Saturday and Sunday from 8 a.m. to 1 p.m.

Thai justice-related government agencies

Ministry of Justice	http://www.moj.go.th
The Judiciary of Thailand	http://www.judiciary.go.th
Office of the Attorney-General	http://www.ago.go.th
Office of Justice Affairs	http://www.oja.moj.go.th
Anti-Money-Laundering Office	http://www.amlo.go.th
Office of the Narcotics Control Board	http://www.oncb.go.th
Department of Special Investigation	http://www.dsi.moj.go.th
Royal Thai Police	http://www.police.go.th

Annex I

Floor plan of the Queen Sirikit National Conference Centre



Annex II

Eleventh United Nations Congress on Crime Prevention and Criminal Justice: hotel accommodation booking form^a

Customer information			
Mr./Mrs./Ms./Miss./Dr.		First name: _____	Last name: _____
Telephone: _____		Facsimile number: _____	
Country code/area code/number		Country code/area code/number	
Home address: _____			

E-mail: _____			

Nationality: _____		Country of residence: _____	
Booking information			
Arrival date: _____		Check-in-date: _____	Flight number: _____
Departure date: _____		Check-out date: _____	Flight number: _____
Type of hotel requested (please tick)			
Room rates at over US\$ 100 <input type="checkbox"/>		Room rates at US\$ 70-100 <input type="checkbox"/>	Room rates at US\$ 40-70 <input type="checkbox"/>
Name of hotel requested (if known): _____			
Alternative hotel 1: _____			
Alternative hotel 2: _____			
Room requirements (please tick the appropriate box)			
Single room <input type="checkbox"/>	Double room <input type="checkbox"/>	Twin bed room <input type="checkbox"/>	Number of adults _____
Non-smoking <input type="checkbox"/>	Floor: high <input type="checkbox"/>		
Credit card: _____		Name on card: _____	
Number: _____		Expiry date: _____	
Please fax this form to:			
Ms. Warisa Raktham			
Telephone: +662 229 3811			
Facsimile: +662 229 3305			
E-mail: uncrime@QSNCC.CO.TH			

^a Participants are encouraged to book online whenever possible at <http://www.11uncongress.org/participation/accommodation.htm>