



**Organization for Security and Co-operation in Europe  
The Secretariat**

ENGLISH only

**Office of the Co-ordinator of OSCE Economic  
and Environmental Activities**

**Vienna, 10 April 2014**

**Second Preparatory Meeting of the 22<sup>nd</sup> OSCE Economic and Environmental Forum**  
*“Responding to environmental challenges with a view  
to promoting cooperation and security in the OSCE area”*  
**20-21 May 2014, Montreux, Switzerland**

**Logistical information**

The OCEEA would like to inform once again on some important **deadlines** related to your travel to Montreux:

- The deadline for the booking of an accommodation at the Fairmont Le Montreux Palace hotel, venue of the Economic and Environmental Forum Meeting, has been extended to **16 April 2014**. Please find further information in item 7 of the attached Logistical Modalities (EEF.GAL/8/14/rev.1).
- The deadline for the **registration** to the Economic and Environmental Forum Meeting (20 May) and to the Field Visits (21 May) is **28 April 2014**. *For logistical reasons, registrations to the Field Visits, submitted after the deadline of 28 April 2014, cannot be admitted.* Only registered participants will be able to attend. Further information on the Field Visits can be found in Annex 1 of the attached document.
- Additional information on the Forum Meeting can be found on:  
[http://www.osce.org/event/22nd\\_eef\\_prep2](http://www.osce.org/event/22nd_eef_prep2)

The Office remains at your disposal to provide any further information if required.

**To the Delegations of participating States  
and the Partners for Co-operation**



**Organization for Security and Co-operation in Europe**  
**The Secretariat**

Office of the Co-ordinator of OSCE Economic and  
Environmental Activities

Vienna, 10 April 2014

**22<sup>nd</sup> OSCE Economic and Environmental Forum**

“Responding to environmental challenges with a view to promoting cooperation and security  
in the OSCE area”

**SECOND PREPARATORY MEETING**

Montreux, Switzerland, 19 - 21 May 2014

**LOGISTICAL MODALITIES**

<b>1. VENUE</b>	<b>Fairmont Le Montreux Palace</b> Avenue Claude Nobs 2 CH-1820 Montreux Switzerland Tel + 41 21 962 1212 Fax + 41 21 962 1717 <a href="http://www.fairmont.com/montreux/">http://www.fairmont.com/montreux/</a>
<b>2. PARTICIPANTS</b>	Representatives from the OSCE participating States, OSCE Partners for Co-operation, OSCE institutions and field presences, representatives of international organizations and the business community, non-governmental organizations and the academic community will participate in the meeting, according to the Decision of the OSCE Permanent Council (PC.DEC/1088/13). No fee for participation is requested.
<b>3. WORKING MODUS OF THE MEETING</b>  <b>PLENARY SESSIONS</b>	The Second Preparatory Meeting of the 22nd Economic and Environmental Forum cycle is dedicated to “ <i>Responding to environmental challenges with a view to promoting cooperation and security in the OSCE area</i> ”. The Meeting should stimulate a free-flowing discussion out of which recommendations to the OSCE and its participating States should emerge. The recommendations will be taken into consideration during the deliberations of the Forum’s Concluding Meeting, taking place in Prague, on 10-12 September 2014.  The Forum Meeting will consist of <i>plenary sessions on 20 May 2014</i> and of a <i>full day Field Visit on 21 May 2014</i> :  → <b>PLENARY SESSIONS</b> (20 May 2014) with presentations of experts/panellists followed by discussions. Sessions will aim at the exchange of experiences on the concept of integrated disaster risk management based on concrete examples and thereby address inter alia preparedness, emergency response and recovery related to environmental challenges and their impact on security and co-operation. The <i>Consolidated Summary</i> of the conference will be

<p><b>FIELD VISIT</b></p>	<p>published on the OSCE Forum conference website <a href="http://www.osce.org/event/22nd_eef_prep2">http://www.osce.org/event/22nd_eef_prep2</a> shortly after the event.</p> <p>→ <b>FIELD VISIT</b> (21 May 2014): participants are kindly invited to a <b>Field Visit, to be selected out of two options:</b></p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p><b>FIELD VISIT 1:</b> Cross-border cooperation in applied disaster risk management along the transnational route of the Grand-Saint-Bernard (Italy – Switzerland)</p> </div> <p style="text-align: center;"><b>or</b></p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p><b>FIELD VISIT 2:</b> Management of natural and technical risks (plain of River Rhone)</p> </div> <p style="text-align: center;"><u>More details about content and registration</u> can be found in Annex 1.</p>
<p><b>4. DEADLINES</b></p>	<p><b>We thank the participants for paying attention to the following <u>deadlines</u>:</b></p> <ul style="list-style-type: none"> <li>⇒ <b>16 April 2014: Hotel bookings;</b> deadline for special rates (see par. 7).</li> <li>⇒ <b>Application for a visa for Switzerland (Schengen)</b> should be submitted a minimum of 4 weeks in advance of travel.</li> <li>⇒ <b>28 April 2014: online registration</b> for the <b>Forum Meeting</b> (see par. 5).</li> <li>⇒ <b>28 April 2014: online registration</b> for the selected <b>Field Visit</b> (see par. 5 &amp; Annex1)</li> <li>⇒ <b>28 April 2014: online registration for the return transfer to Geneva airport or Montreux</b> after the Field Visit on 21<sup>st</sup> May (see par. 5 &amp; Annex 1)</li> </ul>
<p><b>5. REGISTRATION</b></p> <p><b>TO THE MEETING AND FIELD VISITS</b></p>	<p><b><u>DEADLINE 28 APRIL 2014</u></b></p> <p>⇒ <b>ONLINE REGISTRATION to the Forum Meeting &amp; Field Visits:</b></p> <p>Each participant is requested to register online, using the following link:</p> <ul style="list-style-type: none"> <li>• <b><a href="http://www.eda.admin.ch/22eefprep2">www.eda.admin.ch/22eefprep2</a></b></li> <li>• <b>User name: osce</b></li> <li>• <b>Password: montreux2014</b></li> </ul> <p>The provisional list of participants will be available at the accreditation desk. The final version will be available on the Forum Meeting website <a href="http://www.osce.org/event/22nd_eef_prep2">http://www.osce.org/event/22nd_eef_prep2</a></p> <p>⇒ <b>IMPORTANT NOTICE:</b></p> <p>For logistical reasons, <b>registrations to the Field Visits, submitted after the deadline of 28 April 2014, cannot be admitted.</b> Only registered participants will be able to attend.</p> <p>Detailed information on the Field Visit options can be found in <b>Annex 1.</b></p> <p><b>A return transfer</b> (free of charge) <b>is provided to either Geneva airport or Montreux</b> (Hotel Fairmont Montreux Palace) <u>after the Field Visit on 21<sup>st</sup> May (only).</u> Please register on the same online registration form as indicated above.</p> <p><b>Luggage:</b> Participants <b>selecting the transfer to Geneva Airport</b> are kindly requested to <u>bring their luggage along</u> in the morning when taking the bus for their selected Field Visit.</p>

<p><b>6. ACCREDITATION</b></p>	<p>The <b>accreditation</b> to the <u>Forum Meeting and the Field Visits</u> will take place at the Conference Venue, (Hotel Fairmont le Montreux Palace, Petit Palais, Léman C), in the lobby next to the Plenary Hall, on <b>Tuesday, 20 May 2014, from 8.00 – 10:00.</b></p> <p>A <b>pre-accreditation</b> will be available on <b>Monday, 19 May 2014 between 19h00 – 20h30</b> during Welcome Cocktail. Information on the venue will be provided in due time.</p> <p>The presentation of a valid ID is required for the issuance of the conference badge. The badge will be required to access the conference hall and the Field Visit.</p> <p>Advanced <i>online</i> registration is requested in order to avoid delays caused by the issuing of badges (see par. 5).</p> <p><u>Press representatives</u> can, as deemed appropriate, be admitted to the Conference Hall during <i>the opening and the closing</i> sessions of the meeting. The presentation of a Press ID is required at the accreditation counter.</p>
<p><b>7. HOTELS IN MONTREUX</b></p>	<p>The OSCE Chairmanship <b>pre-booked a contingent of rooms at a reduced rate</b> at the Forum Meeting venue. For logistical reasons and taking into consideration the tight programme, the organizers kindly advise to select their accommodation at the below hotel:</p> <p><b>Fairmont Le Montreux Palace (5*) – venue of the Forum Meeting</b>  Avenue Claude Nobs 2  CH-1820 Montreux, Switzerland  Tel + 41 21 962 1212, Fax + 41 21 962 1717  <a href="http://www.fairmont.com/montreux/">http://www.fairmont.com/montreux/</a></p> <p><b>Location:</b> 400 metres (around 5 minutes' walk) from the train station (see Annex 2)  <a href="http://www.fairmont.com/montreux/map/googlemapdirection/">http://www.fairmont.com/montreux/map/googlemapdirection/</a></p> <p><b>BOOKING DEADLINE: 16 April 2014!</b></p> <p>A <b>limited</b> amount of rooms is <b>available until 16 April 2014</b> at the <b>special rate of CHF 280/night</b> (rd. EUR 230; Double use upgrade CHF 40.00), incl. breakfast and VAT.</p> <p>A city taxes of CHF 6.50 per person per night is payable separately.  A <b>credit card</b> is required for the booking.  Check in time from 15h00 onwards. Check-out time is 12h00 (noon).</p> <p><b>Reservations</b> can be made by contacting the Hotel directly:  <a href="mailto:reservation.montreux@fairmont.com">reservation.montreux@fairmont.com</a>.</p> <p>Please mention the <b>BOOKING CODE</b> <b>“OSCE Prep Meeting”</b>.</p> <p><b>IMPORTANT NOTICE: Rooms will be allocated on a first come, first served basis and these rates can only be guaranteed until 16 April 2014!</b></p> <p><b>Cancellation Policy:</b> For cancellations incurred within 72hrs to arrival date, 100% of the booking will be charged. Cancellations over 72hrs prior to arrival are free of charge.</p> <p>Other hotels can be booked under:  <a href="http://www.montreuxriviera.com/en/page.cfm/Hebergement/reservations_tomas">http://www.montreuxriviera.com/en/page.cfm/Hebergement/reservations_tomas</a></p> <p>On the same website, practical information on Montreux can be found.</p>

<p><b>8. WRITTEN CONTRIBUTIONS</b></p>	<p>Participants are welcome to submit <b>written contributions</b> reflecting their views on the issues and topics proposed for discussions. Written materials may be submitted in advance for circulation by the OSCE Secretariat.</p> <p>Please send an electronic copy of the paper in advance to the Office of the Co-ordinator of OSCE Economic and Environmental Activities (Ms. Edelmira Campos-Nunez, e-mail: <a href="mailto:edelmira.campos-nunez@osce.org">edelmira.campos-nunez@osce.org</a>, Fax. + 43 1 514 36 62 51; Tel. + 43 1 514 36 6688) to enable a timely distribution to the participants via conference website.</p>
<p><b>9. DOCUMENT DISTRIBUTION</b></p>	<p>All documents will be published on the <b>OSCE Forum conference website</b> to be found at <a href="http://www.osce.org/event/22nd_eef_prep2">http://www.osce.org/event/22nd_eef_prep2</a>.</p> <p>For this reason and <u>in view of preserving the environment</u>, the Organizers are seeking to limit the paper copies of the documents to the strict minimum. Except of the Agenda and necessary technical information, documents will be available on the above mentioned Forum Website during the Forum Meeting or shortly after.</p> <p><b>Requests for the distribution of documents during the Meeting</b> should be addressed to the Information Desk, located outside the Plenary Hall, Léman C, Petit Palais, Fairmont le Montreux Palace.</p>
<p><b>10. INSTRUCTIONS FOR SPEAKERS</b></p> <p><i>Co-ordination Meeting for Moderators &amp; Speakers</i></p>	<p><b>Speakers</b> are kindly requested to send a <b>short CV</b> (with photo) and an <b>electronic copy of their presentation in advance</b> to the Office of the Co-ordinator of OSCE Economic and Environmental Activities <b>possibly no later than 28 April 2014</b> (Ms. Edelmira Campos Núñez, E-mail: <a href="mailto:edelmira.campos-nunez@osce.org">edelmira.campos-nunez@osce.org</a>, Fax. + 43 1 514 36 6251; Tel. + 43 1 514 36 6688) and to take <u>an electronic copy of their presentation</u> (on a USB stick) <i>as back-up</i> to the Meeting.</p> <p>The Conference Hall at the venue is equipped with technical facilities for multi-format presentations, including power point, large screen, projectors and laptops.</p> <p><b>Speakers</b> should address their <b>request for technical support</b> well in advance to Ms. Andrea Gredler, OSCE OCEEA (E-mail: <a href="mailto:andrea.gredler@osce.org">andrea.gredler@osce.org</a>; Fax + 43 1 51436 6251 Tel. + 43 1 51436 6675).</p> <p>It is highly recommended to the speakers to contact the technician in the Plenary Hall, well ahead of their session, in order to cross check the upload for their presentations, as well as the audio-visual equipment in place.</p> <p><b><u>The Co-ordination Meeting for Moderators and Speakers</u></b> will take place on <b>20 May at 08:00</b> in the Salle Pléiades, Petit Palais, Hotel Fairmont le Montreux Palace.</p>
<p><b>11. INTERPRETATION</b></p>	<p>Simultaneous interpretation will be provided into Russian and English.</p>
<p><b>12. TRANSFERS DURING THE FIELD VISITS ON 21<sup>ST</sup> MAY</b></p> <p><b>&amp;</b></p> <p><b>RETURN TRANSFER TO GENEVA AIRPORT OR MONTREUX</b> (after the Field Visits)</p>	<p><b>Meeting point for departure:</b> Entrance of the Hotel Fairmont Montreux Palace.</p> <p><b>Time: 08:00 a.m. (sharp)</b> Please note that late arrivals will unfortunately not be considered for the field visits due to a tight schedule.</p> <p><b>Luggage:</b> Participants selecting the <b>transfer to Geneva Airport</b> are kindly requested to bring their luggage along in the morning when taking the bus for their selected field visit.</p> <p><b>Arrival of the return transfer:</b> arrival in <i>Montreux</i> at around 16:30 and at <i>Geneva Airport</i> at around 18:00</p> <p>Please note that:</p> <p>→ <i>the above return transfers will only be available on 21<sup>st</sup> May 2014</i></p> <p>→ <i>no transfers from Geneva airport to Montreux will be provided</i></p>

<p><b>13. INTERNET WORKING AREA</b></p>	<p><b>An <u>Internet working area</u></b> with PC working stations &amp; wireless Internet access will be available free of charge to the participants in the lobby next to the Plenary Hall.</p> <p>The hotel will have facilities for using telephone lines at own costs.</p>
<p><b>14. COFFEE/TEA BREAKS &amp; LUNCHESES</b></p>	<p><b>Coffee/tea breaks and buffet lunches</b> will be provided to the participants during the Meeting on 20 May as well as during the Field Visit on 21 May 2014.</p>
<p><b>15. SOCIAL EVENTS</b></p>	<p><b>Monday, 19 May 2014, 19:00 – 20:30: <i>Welcome Cocktail</i></b> hosted by the Co-ordinator of OSCE Economic and Environmental Activities. Information on the venue will be provided in due time.</p> <p><b>Tuesday, 20 May 2014, at 19:30: <i>Chairmanship reception</i></b>, to take place in Room “Salle des Fêtes”, 1<sup>st</sup> floor, Hotel Fairmont le Montreux Palace</p>
<p><b>16. VISA</b></p>	<p>Participants, if stipulated under the Swiss law, are asked to make their own arrangements for securing a visa for entry into Switzerland. Further details can be found on <a href="http://www.eda.admin.ch/eda/en/home/rebs.html">http://www.eda.admin.ch/eda/en/home/rebs.html</a></p> <p>Please note that the issuance process for the visa might take up to 4 weeks.</p> <p>In case an <b>invitation letter</b> to the Forum Meeting is required, please contact Ms. Andrea Gredler, OSCE OCEEA – Email: <a href="mailto:andrea.gredler@osce.org">andrea.gredler@osce.org</a></p>
<p><b>17. TRAVEL AND TRANSPORTATION:</b></p> <p><b>TRAIN CONNECTIONS TO MONTREUX</b></p>	<p>Participants are kindly requested to make their own travel and accommodation arrangements, which will not be paid for by the OSCE.</p> <p>Please note that no transfers from Geneva airport to Montreux will be provided by the Organizers.</p> <p>→ <b><u>Reaching Montreux from Geneva Airport (annex 2):</u></b></p> <p>The closest airport to the venue of the Forum Meeting is <b><u>Geneva International Airport</u></b>. The airport has its own train station. The airport arrival level has direct access to the Airport railway station (3 min. walking to Gare CFF). Tickets are available at vending machines or offices (accepting credit cards, maestro cards or cash).</p> <p><u>Travelling time by train to Montreux</u> is approximately 70 minutes and costs CHF 34.00/way 2<sup>nd</sup> class and CHF 60.00/way 1<sup>st</sup> class.</p> <p>There are two direct connections every hour at e.g. 08:23 am, 08:53 am, 09:23 am, 09:53 am, ...</p> <p>The <i>return connections</i> from Montreux to Geneva Airport are available twice every hour as well, at e.g. 08:19 am, 08:53 am, 09:19 am, 09:53 am,....</p> <p>→ <b><u>Reaching Montreux from Zürich International Airport:</u></b></p> <p>The airport has its own train station. Travelling time by train is approximately 2h50min with 1 train change (mostly in Lausanne) and costs CHF 80.00/way 2<sup>nd</sup> class and CHF 140.00/way 1<sup>st</sup> class. Most of the connections with 1 change in Lausanne are hour+13 min and hour+ 43 min.</p> <p>→ Please visit the <b>website of the Swiss Federal Railways</b> (<a href="http://www.sbb.ch/en/index.htm">www.sbb.ch/en/index.htm</a>) for timetables.</p> <p><b><u>Taxis:</u></b> cost approx. CHF 450/way. We therefore recommend the train connections.</p>

<b>18. GENERAL INFORMATION</b>	<p><b>Currency:</b> Swiss francs (CHF)</p> <p><b>Electric current:</b> the standard voltage throughout Switzerland is 220V.</p> <p><b>Insurance:</b> It is the responsibility of each participant to have adequate travel and health insurance for the whole duration of this trip. The organizing committee is not responsible for the loss of property and personal injury, including insurance certificates for such cases.</p> <p><b>Time:</b> Switzerland time differs from Greenwich time by + 1 hour.</p>
<b>19. CONTACTS</b>	<p><b>OSCE Secretariat, Vienna</b>  <b>Office of the Co-ordinator of OSCE Economic and Environmental Activities</b>  Fax. + 43 1 514 36 6251</p> <p><i>For substantial issues:</i>  Mr. Lorenzo Rilasciati  Senior Economic and Environmental Officer  Economic and Environmental Forum Unit.  Email: <a href="mailto:Lorenzo.rilasciati@osce.org">Lorenzo.rilasciati@osce.org</a>  Tel: +43 1 51436 6717</p> <p>Ms. Edelmira Campos-Nunez  Economic and Environmental Advisor  Economic and Environmental Forum Unit  E-mail: <a href="mailto:edelmira.campos-nunez@osce.org">edelmira.campos-nunez@osce.org</a>  Tel. + 43 1 514 36 6688</p> <p><i>For logistical queries:</i>  Ms. Andrea Gredler  Economic and Environmental Forum Unit  Email: <a href="mailto:andrea.gredler@osce.org">andrea.gredler@osce.org</a>  Tel: +43 1 514 36 6675  Mobile: +43 664 1858396</p>

→ **IMPORTANT NOTICE:**

**LIABILITY**

To the full extent permitted under applicable law, neither the OSCE or any of its officials, employees or other representatives shall be liable for loss or damage, however caused, arising out of or in connection with participation in this conference and the Field Visits. This is a comprehensive limitation of liability that applies to damages of any kind, including, without limitation, personal injury, loss of or damage to, property and claims of third parties.



## INFORMATION ON FIELD VISITS

### **Disaster Risk Management in a mountainous area:**

#### **Field visits in the Canton of Valais (Switzerland) on the 21 May 2014**

The Swiss OSCE Chairmanship kindly invites all participants to take part in field visits organized on Wednesday, 21 May 2014, the 2<sup>nd</sup> day of the 2<sup>nd</sup> Preparatory Meeting of the Economic and Environmental Forum. The aim of the field visits is to provide insights into applied disaster risk management in a mountainous region and to show the threats, challenges and opportunities of living in a risk-prone environment.

#### **Field visit 1:**

#### **Cross-border cooperation in applied disaster risk management along the transnational route of the Grand-Saint-Bernard (Italy – Switzerland)**



*Transit route of the Grand-Saint-Bernard, Swiss side*

The route of the Grand-Saint-Bernard over the Alps is a significant transit route linking Italy and Switzerland. It is part of the *Via Francigena* and had been used long before by the Romans as a road to the north. In mediaeval times the *Via Francigena* became an important trade and pilgrimage route. It has been designated a “Major Cultural Route of the Council of Europe”.

Nowadays, the route of the Grand-Saint-Bernard is often affected by a variety of natural hazards. Risk management relates therefore not only to transport safety, but also to a number of Alpine settlements.

**Field visit 1** will provide insights into applied integrated disaster risk management, including the Italian-Swiss cooperation, early warning systems related to hazards and risks in a narrow alpine corridor, protection measures against different natural hazards (debris flows, rockfalls, snow avalanches), traffic control and tunnel safety.

#### **Field visit 2:**

#### **Management of natural and technical risks (floodplain of the river Rhone)**



*Floodplain of river Rhone, upper Rhone valley*

The first reported natural hazard of Switzerland is the *Tauredunum* landslide on the river Rhone in 563 AD that had produced a wave of up to 16 meters high reaching lake Geneva. Depending the season, the volume of water conducted by the river Rhone varies significantly.

Nowadays, river Rhone is an important economic factor and supplier of energy. The Rhone’s plain is endangered by floods from the Rhone and its tributaries, earthquakes (the Canton of Valais is the region with the greatest seismic threat in Switzerland) and also by natural-hazard triggered industrial accidents.

**Field visit 2** will provide insights into applied integrated disaster risk management, including the 3<sup>rd</sup> river Rhone correctional training works, monitoring and warning systems, earthquake retrofitting measures, emergency plans and precautionary measures.



### **Technical information and registration:**

Participants are kindly requested **to register to the field visit and to the return transfer selected** through the *online registration* (see further details in par. 5).

→ **Departure for both field visits:**

Time: at **08:00** a.m. **sharp**

**Meeting point:** entrance of the **Hotel Fairmont Montreux Palace** in Montreux.

*Please note that late arrivals will unfortunately not be considered for the field visits due to a close-fitting schedule.*

→ **The return transfer** will be provided either **to Geneva Airport or to Montreux** after the Field Visit on 21<sup>st</sup> May (only). Please indicate on the online registration form which return transfer you wish to select.

The time of arrivals is foreseen by:

- around **16:30 in Montreux** (Hotel Fairmont Montreux Palace)
- around **18:00 at Geneva Airport.**

### **Documentation and individual badge for the Field Visit**

The access to the Field Visit will require an individual badge.

This “Field Visit” badge will be delivered with your regular conference badge for the Forum Meeting

- on Monday, 19<sup>th</sup> May at the pre-accreditation on the margins of the Welcome Reception (19:00-20:30)
- and Tuesday, 20<sup>th</sup> May 2014 at the accreditation desk, in the lobby next to the Plenary Hall of the Hotel Fairmont Montreux Palace (conference venue) as of 8:00.

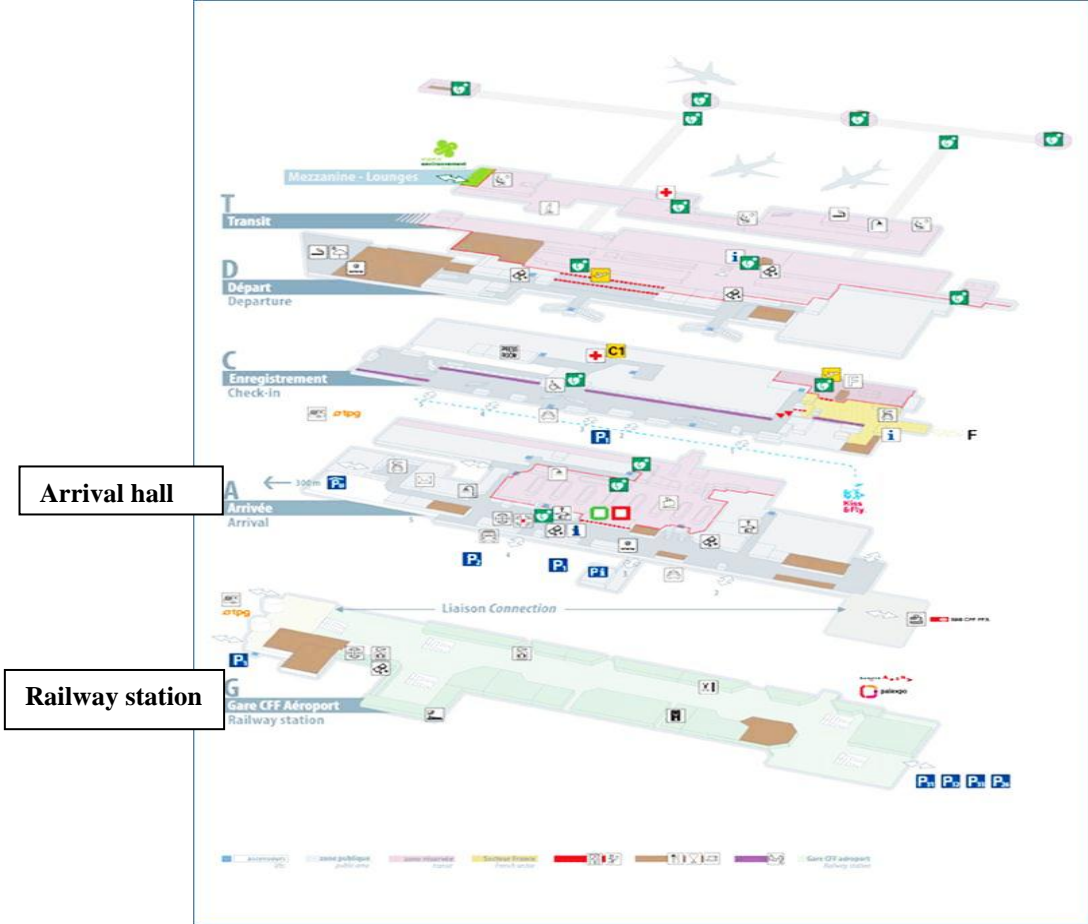
Background documentation will be available.

### **Weather & recommended dress code:**

In mountainous regions, weather conditions may change rapidly, temperatures may vary significantly and sun exposure may be high. Snowy conditions cannot be excluded.

- **As some short walks are planned, good shoes, a rain coat and sun protection are highly recommended.**
- Please inform the Organizers about any mobility restrictions that require special assistance.

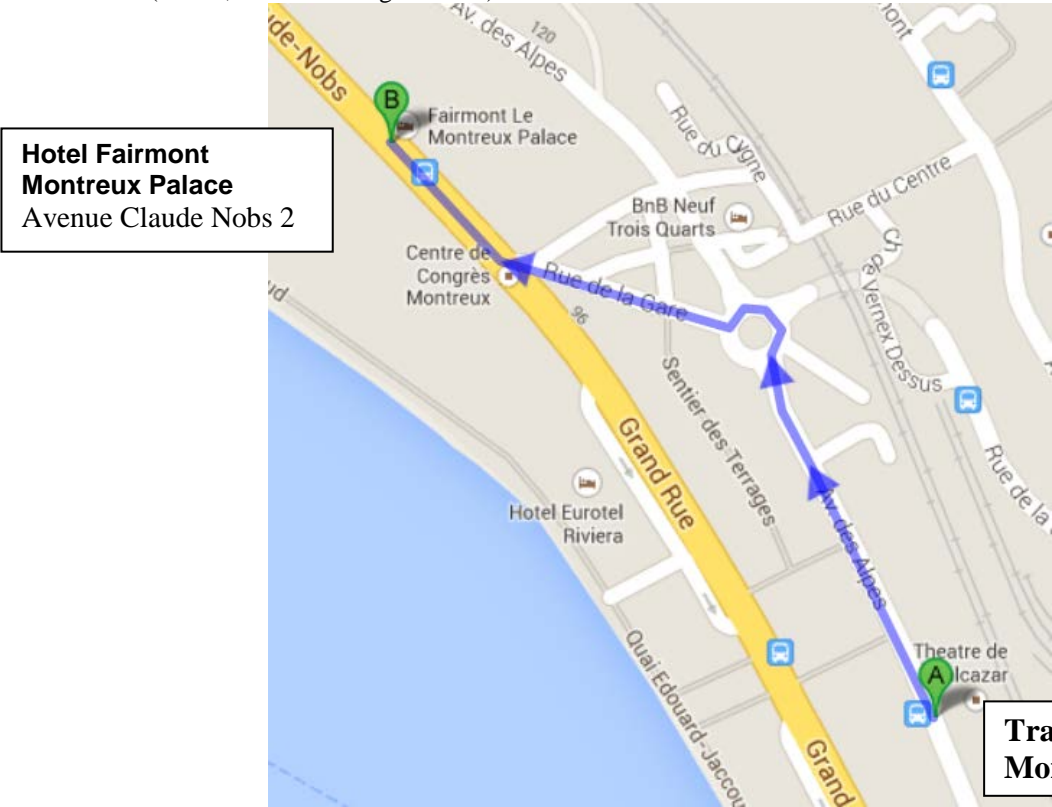
→ **Getting from Geneva airport to Montreux by train**  
(the Train Station at Geneva airport is located in 5 min walking distance from the arrival hall)



Arrival hall

Railway station

→ **From the train station/Montreux to the Hotel Fairmont Montreux Palace**  
(400 m, 5 min walking distance)



Hotel Fairmont Montreux Palace  
Avenue Claude Nobs 2

Train Station in Montreux