



Parliament
Austria

Parliamentary Administration

2nd Conference of the Global Accessibility Forum

27 - 28 September 2023

General Information

1. Conference venue

The workshop will be held from 27 to 28 September 2023 in the Austrian Parliament.

Parliament Austria

Dr.-Karl-Renner-Ring 3

1010 Vienna, Austria

Access to the Austrian Parliament

Access to the building is possible with the conference badge and a valid photo ID. You will receive your conference badge at the welcome desk in the entrance hall. For security reasons, all participants are requested to wear their badge visibly during the entire event. The badge will feature your name, country of origin and a photo. If you lose your badge, please contact the organisers immediately.

Admission starts one hour before the event. Please allow sufficient time to clear security at the door.

2. Registration and accreditation

You are kindly asked to fill in the [online registration form](#) no later than

1 September 2023. Please note that registration is compulsory. The agenda will be announced after the registration deadline and will reflect the requests of the participants.

A welcome desk will be placed at the entrance of the Austrian Parliament **on 27 and 28 September in the mornings** where participants can pick up their conference badges.

3. Visas

Please verify whether you require a visa to enter Austria. The responsibility for

obtaining a visa in a timely manner lies solely with conference participants.

4. Working language and interpretation

Please note that the working language is English. No interpretation will be provided.

5. Dress code

Please wear business attire during the meetings at the Austrian Parliament and the official meals.

6. Accessibility

The Austrian Parliament building is largely accessible, allowing individuals with disabilities to access the building independently. However, should you require assistance, please indicate your needs on the registration form.

7. Meals and dietary requirements

The Austrian Parliament will provide refreshments, coffee and lunch during the conference. The evening before, you are invited to a dinner at a local Viennese wine tavern ("Heuriger"). Please indicate any allergies or dietary requirements (e.g., vegetarian, vegan) on the registration form.

8. Internet access

Free wireless Internet access (network ID: "HohesHaus") is available on the Austrian Parliament premises.

9. Smoking

Smoking and vaping are prohibited throughout the entire building.

10. Hotel accommodation

Conference guests are kindly requested to make their own travel arrangements to, from and around Vienna. Participants are encouraged to book their hotel rooms as soon as possible. The Austrian Parliament has made block reservations at three hotels from 26 to 28 September 2023. If you wish to take advantage of the preferential rates, please contact the addresses below. If you have any questions about how to book, please also contact the hotel in question directly.

- ◆ Hotel Sans Souci Wien (5 stars)

Burggasse 2

1070 Vienna, Austria

Phone: +43 1 522 25 20 250

E-mail: reservation@sanssouci-wien.com

Rates: Single rooms including breakfast and spa entry are EUR 299 per night. Double rooms including breakfast and spa entry are EUR 329 per night.

Cancellation policy: Reservations can be cancelled free of charge up to 14 days before arrival at the hotel. Guests are responsible for any charges or cancellation and booking fees.

Location: Hotel Sans Souci Wien is located 500 m from the venue, around [7 minutes on foot](#) from the Austrian Parliament.

Booking: Participants are requested to book by e-mail or phone. Please use the reservation code “Accessibility Forum”. The block booking expires on **29 August 2023**; from then on, the preferential rates are available upon request.

- [Hotel The Harmonie Vienna \(4 stars\)](#)

Harmoniegasse 5-7

1090 Vienna, Austria

Phone: +43 1 317 66 04

E-mail: reservations@harmonie-vienna.at

Rates: Single rooms including breakfast and afternoon tea are EUR 219 per night.

Cancellation policy: Reservations can be cancelled free of charge up to 14 days before arrival at the hotel. For cancellations up to seven days prior to arrival 50% of the total cost of accommodation is payable; from six days before arrival, 90% of the total cost of accommodation is payable. Guests are responsible for any charges or cancellation and booking fees.

Location: This hotel is located 1.6 km from the venue and is around 20 minutes on foot from the Parliament. Alternatively, tram line D takes you from Bauernfeldplatz stop directly to the Parliament (five stops). The total journey including a short walk takes about 15 minutes.

Booking: Participants are requested to book by e-mail or phone. Please use the reservation code "Accessibility Forum". The block booking expires on **26 August 2023**; from then on, the preferential rates are available upon request.

◆ Motel One Wien-Westbahnhof (3 stars)

Europaplatz 3

1150 Vienna, Austria

Phone: +43 1 359 35-0

E-mail: wien-westbahnhof@motel-one.com

Rates: Single rooms including breakfast are EUR 99.30 per night.

Cancellation policy: Reservations can be cancelled free of charge until 6 pm the day before arrival. Guests are responsible for any charges or cancellation and booking fees.

Location: This hotel is located 3.3 km from the venue. The underground line U3 runs

from Westbahnhof to the Austrian Parliament (three stops). The total [journey](#) including a short walk takes about 10 minutes.

Booking: Participants are requested to book via a booking form. Please contact the hotel (res.wien-westbahnhof@motel-one.com or +43 1 359 35-0) and use the reservation code “Accessibility Forum” to obtain the form. The block booking expires on **29 August 2023**; from then on, the preferential rates are available upon request.

11. Luggage

As luggage may not be left in the Austrian Parliament, conference guests are asked to make alternative arrangements. All hotels listed above offer luggage storage before check-in and after check-out.

12. Transfer

Participants are requested to make their own transportation arrangements.

- ◆ Vienna International Airport is located about 18 km from the city centre, approximately a 20-minute drive depending on traffic. You can reach Vienna by train ([S7 local train](#) or [City Airport Train](#)) or taxi. If you prefer to take a taxi, please be sure to make your way to the City Transfer counters in the arrivals hall (see [airport map](#), level O | [taxi services](#)). The fleet also includes eco-friendly hybrid vehicles.
- ◆ Information about public transport in Vienna: [Wiener Linien](#)

13. Local information

Weather

September is autumn in Austria, with an average daytime temperature of approximately 12°C (low)/21°C (high) in Vienna.

For an updated weather forecast, see [Vienna – English \(zamg.ac.at\)](#)

Currency

The currency in Austria is the Euro. EUR 1 is approximately USD 1.11.

Electricity

The power supply in Austria is 230V at 50 Hz. Most power sockets in Austria have double-pin holes (type F).

14. Further Information

Please note the following information:

Cession of rights – Copyright

This event will be recorded on audio and/or visual media to be made available to the public as part of the Parliament's public relations and outreach efforts. The Parliament cooperates with contractual partners and makes the recordings available to them for further use in compliance with the applicable legal provisions. This would not be possible without the cession of rights by all participants.

Therefore, by participating in this conference, you agree to the following: I hereby grant the Republic of Austria – Federal Government, represented by the Parliamentary Administration, the geographically and temporally unlimited right to use any of my remarks or performances as well as any recordings made thereof. This includes the transferable right to reproduce, disseminate, transmit, publicly broadcast and publish these works also in their translated form in part or in full.

Data privacy

Photographs taken and any audio/video recordings made during this event will be used by the Parliamentary Administration for documentation, information and reporting purposes (in performance of a task carried out in the public interest). This material may also be published or transmitted to third parties (notably the media) for these purposes.

For further information on our privacy policy, please visit our website.

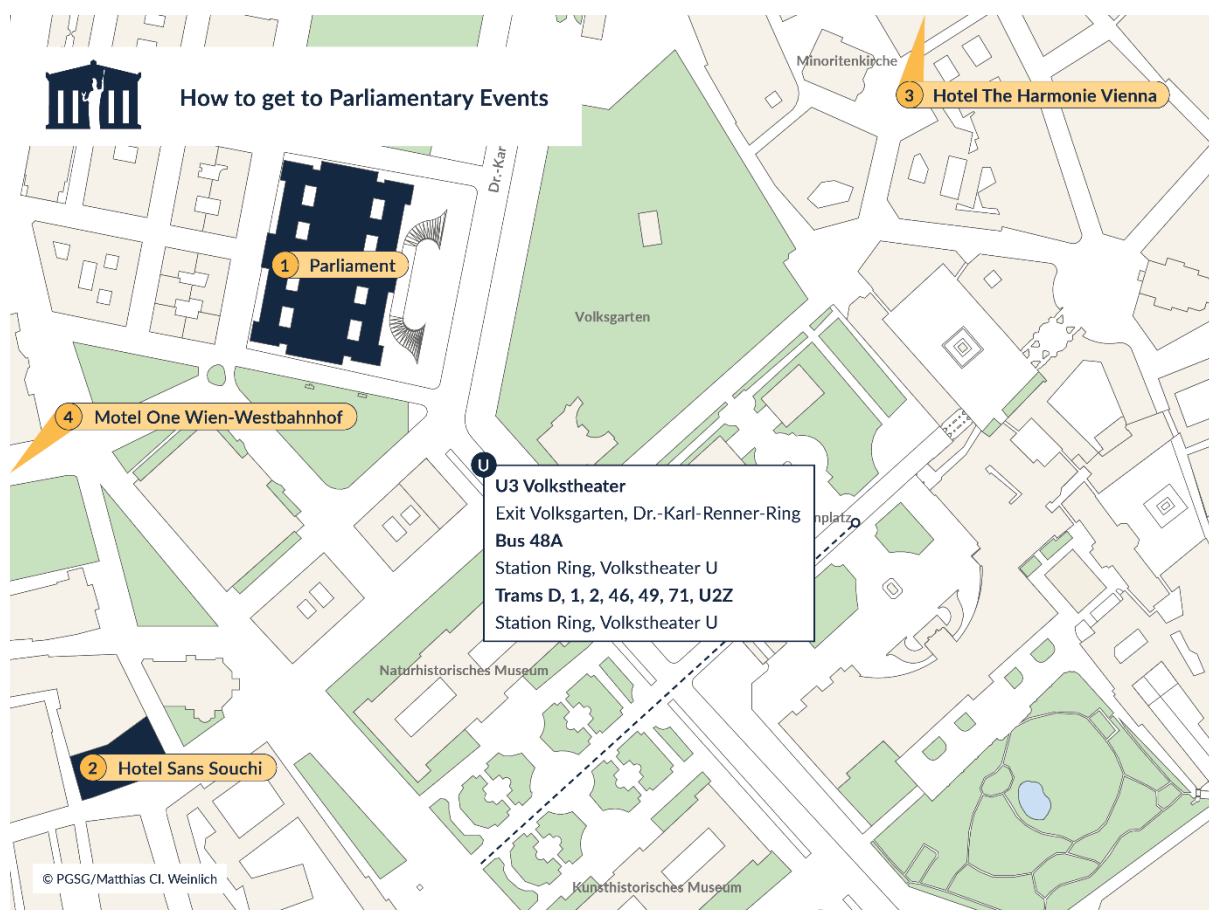
15. Contact

Accessibility@parlament.gv.at

Tatjana Novakovic (+43 676 8900 2642)

Dietmar Nestlang (+43 676 8900 2707)

16. Map



1: Parliament

2: Hotel Sans Souci

3: Hotel The Harmonie Vienna (distance to the Parliament: 1.6 kilometers)

4: Motel One Wien-Westbahnhof (distance to the Parliament: 3.3 kilometers)