



**OSCE CONFERENCE ON TOLERANCE, AND THE FIGHT  
AGAINST RACISM, XENOPHOBIA AND DISCRIMINATION  
Brussels, 13 - 14 September 2004**

**Technical Information**

1. The Conference will be held at:

Brussels Expo (Heysel)  
Auditorium 2000 and Hall 10  
Place de la Belgique  
1020 Brussels Belgium  
Website : [www.brusselexpo.be](http://www.brusselexpo.be)

2. Representatives of OSCE participating States, OSCE Institutions and Field Operations, representatives of International Organizations and representatives of Non-Governmental Organizations will participate in the meeting. The Asian Partners for Co-operation and the Mediterranean Partners for Co-operation are invited to participate as well.
3. The plenary sessions will be held at the “Auditorium 2000”, which seats 1.500 persons.
4. During the plenary sessions, translation will be provided in the six OSCE working languages.
5. A standing lunch will be offered to all participants on 13 September. In the evening of September 13, the Minister of Foreign Affairs of the Kingdom of Belgium envisages to host a dinner at the Palais d’Egmont for Heads of Delegations. Personal invitations to a number of participants will be issued at a later stage.
6. Participants will be provided with necessary facilities for the display and distribution of relevant publications, documents, and information materials. A limited number of working stations will be available in the Conference Centre.

7. **Admission/Registration:** Please note that for security reasons, **all participants will be requested to present their passport or photo ID as listed in the registration form whenever they wish to enter the Conference Centre.** For the same reason, we kindly ask participants to contact the conference's registration desk at the Conference Centre prior to the opening plenary, scheduled for Monday, 13 September.

- A registration desk for delegations and NGOs will be located at the main entrance of the Conference Centre
- A specific registration desk for Press will be available.

Both registration desks will open from 8.00 till 18.00 on Monday 13 September and from 8.00 till 15.00 on Tuesday 14 September.

- **A pre-registration desk will be opened on Sunday 12 September from 14.00 till 18.00 at the main entrance of the Public Federal Service Foreign Affairs located downtown (15 rue des Petits Carmes, 1000 Brussels – subway station “Porte de Namur”, five minutes walk from the Jolly Hotel) Participants are kindly invited to use this facility, in order to facilitate the registration on the Monday morning.**

8. Participants are kindly requested to inform Ms. Thérèse KICQ [conference.on.tolerance@diplobel.fed.be](mailto:conference.on.tolerance@diplobel.fed.be) until 15 August of any requirements for technical equipment to be available or to be introduced during the plenary sessions or side events for presentation of audio-visual materials.

9. Appropriate working facilities for Non-Governmental Organizations and representatives of the media, will be arranged.

10. In order to assist participants with accommodation in Brussels, an overview of hotels as well as contact information is provided. A shuttle service will be organized between the hereby-listed hotels and the Conference Center. Further information will be provided for at a later stage.

11. Please take note that for security reasons, luggage cannot be stored at the Conference Centre including the closing day of the Conference. We, therefore, would recommend that luggage be stored at the hotels.

12. How to go to the Heysel:

- *By car (see map below):* the *Parc des Expositions* is easy to get to by car, no matter where you set off from.

Once you are on the ring road, take exit 7b or 8 and follow the signs marked "EXPO". Brussels Expo also has the largest car park in the country.

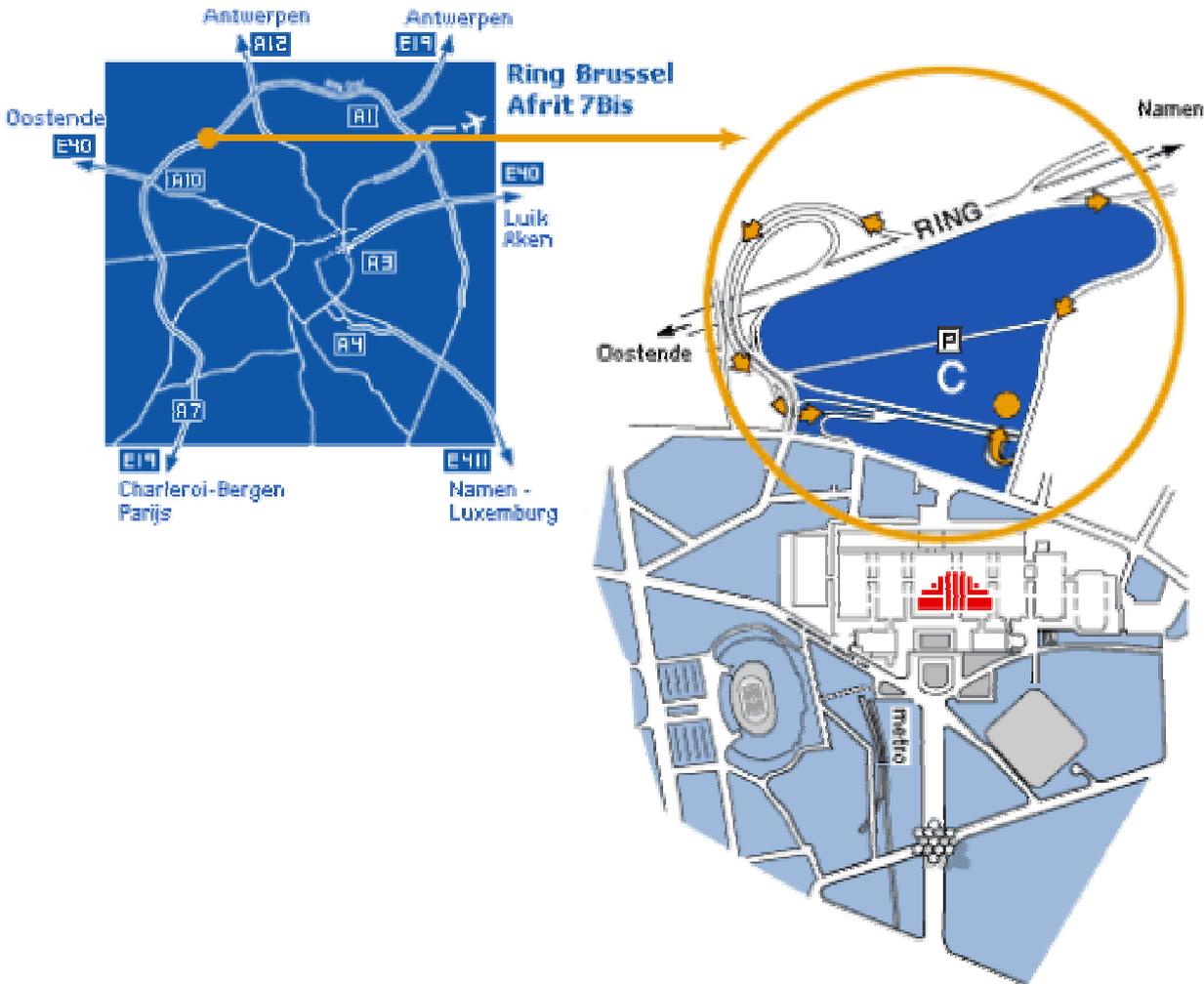
– *By train:* Access by train is equally straightforward. Eurostar (from London) and Thalys (from Paris, Amsterdam or Cologne), both stop at the Gare du Midi, where you must first take the orange Metro 2 line (direction "Simonis") to "Simonis". At "Simonis", you take the 1A Metro line (direction "Roi Baudouin") to "Heysel". If you are starting from the Gare Centrale, all you have to do is take the yellow 1A Metro line (direction "Roi Baudouin") to "Heysel".

– *By plane:* If you are arriving by plane, Brussels International Airport (Zaventem) is no more than 10 minutes away from Brussels Expo by road. You also have the option of taking a taxi or a train to the city centre. The "Airport City Express" leaves four times an hour (between 6 a.m. and midnight). The journey to the city centre takes only a quarter of an hour. From there, you can take the metro.

– *By metro (subway):* (See map 2) Line 1 A towards "Roi Baudouin", stop "Heysel".

From Stations "Rogier" or "Botanique", the ride takes 20 minutes: take line 2 towards "Simonis". Change to line 1A towards "Roi Baudouin". Get out at station "Heysel". Walking time to Hall 10 and Auditorium 2000 is about 2 minutes.

Map 1.





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**REGISTRATION FORM FOR DELEGATIONS**

1. State / Delegation: .....

.....

2. Surname: ..... 3. First Name(s): .....

4. Position / Title: .....

5. Place and Date of birth: ..... 6. Citizenship: .....

7. Passport No.: ..... Issued by: .....

8. Sex:            F e m a l e    O                            M a l e    O

9. Delegation's address: .....

.....

Phone: ..... Fax: .....

E-Mail: .....

Date: ..... Signature: .....

**NOTE: You are kindly requested to return this registration form duly completed no later than 23 July 2004 to:**

- Conference on Tolerance      Rue des Petits Carmes, 15      [conference.on.tolerance@diplobel.fed.be](mailto:conference.on.tolerance@diplobel.fed.be)  
Service OSCE –M1.3                      1000 Brussels                      Fax: (+32-2) 512 57 59  
Foreign Affairs

**For more information on:**  
- Organization/logistics:      Ms. Thérèse KICQ                      [conference.on.tolerance@diplobel.fed.be](mailto:conference.on.tolerance@diplobel.fed.be)  
Federal Public Service for Foreign Affairs                      Tel (+32-2) 501 39 82  
15, Rue des Petits Carmes – B 1000 BRUSSELS                      Fax (+32-2) 512 57 59

- Programme:                      Ms. Selver Yumer                      [selver.yumer@bulgvert.at](mailto:selver.yumer@bulgvert.at)  
(Bulgarian Permanent Representation to the OSCE)



CONFERENCE

**OSCE CONFERENCE ON TOLERANCE AND THE FIGHT AGAINST RACISM,  
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**REGISTRATION FORM FOR OSCE INSTITUTIONS  
AND FIELD OPERATIONS**

1. Institution/Mission: .....

.....

2. Surname: ..... 3. First Name(s): .....

4. Position / Title: .....

5. Place and Date of birth: ... ..... 6. Citizenship: .....

7. Passport No.: ..... Issued by: .....

8. Sex:            F e m a l e            O                            M a l e            O

9. Institution/Mission's address: .....

.....

Phone: ..... Fax: .....

E-Mail: .....

Date: ..... Signature: .....

**NOTE: You are kindly requested to return this registration form duly completed no later than 23 July 2004 to:**

- Conference on Tolerance	Rue des Petits Carmes, 15	<a href="mailto:conference.on.tolerance@diplobel.fed.be">conference.on.tolerance@diplobel.fed.be</a>
Service OSCE –M1.3	1000 Brussels	Fax: (+32-2) 512 57 59
Foreign Affairs		

<b>For more information on:</b>		
- Organization/logistics:	Ms. Thérèse KICQ	<a href="mailto:conference.on.tolerance@diplobel.fed.be">conference.on.tolerance@diplobel.fed.be</a>
Federal Public Service for Foreign Affairs		Tel (+32-2) 501 39 82
15, Rue des Petits Carmes – B 1000 BRUSSELS		Fax: (+32-2) 512 57 59

- Programme:	Ms. Selver Yumer	<a href="mailto:selver.yumer@bulgvert.at">selver.yumer@bulgvert.at</a>
(Bulgarian Permanent Representation to the OSCE)		



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**OSCE CONFERENCE ON TOLERANCE AND THE FIGHT AGAINST RACISM,  
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**REGISTRATION FORM  
FOR INTERNATIONAL ORGANIZATIONS**

1. Organization: .....

.....

2. Surname: ..... 3. First Name(s): .....

4. Position / Title: .....

5. Place and Date of birth: ..... 6. Citizenship: .....

7. Passport No.: ..... Issued by: .....

8. Sex:            F e m a l e            O            M a l e            O

9. Organization's address: .....

.....

Phone: ..... Fax: .....

E-Mail: .....

Date: ..... Signature: .....

NOTE: You are kindly requested to return this registration form duly completed no later than 23 July 2004 to:

- Conference on Tolerance      Rue des Petits Carmes, 15      [conference.on.tolerance@diplobel.fed.be](mailto:conference.on.tolerance@diplobel.fed.be)  
Service OSCE –M1.3                      1000 Brussels                      Fax: (+32-2) 512 57 59  
Foreign Affairs

For more information on:  
- Organization/logistics:      Ms. Thérèse KICQ                      [conference.on.tolerance@diplobel.fed.be](mailto:conference.on.tolerance@diplobel.fed.be)  
Federal Public Service for Foreign Affairs                      Tel (+32-2) 501 39 82  
15, Rue des Petits Carmes – B 1000 BRUSSELS                      Fax (+32-2) 512 57 59

- Programme:                      Ms. Selver Yumer                      [selver.yumer@bulgvert.at](mailto:selver.yumer@bulgvert.at)  
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CONFERENCE

# NGO

**OSCE CONFERENCE ON TOLERANCE AND THE FIGHT AGAINST RACISM,  
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## NGO REGISTRATION FORM

1. Organization: .....

.....

2. Surname: ..... 3. First Name (s): .....

4. Position / Title: .....

5. Place and Date of birth: ..... 6. Citizenship: ... ..

7. Passport No.: ..... Issued by: .....

8. Sex:            F e m a l e     O                            M a l e     O

9. NGO's address: .....

.....

Phone: ..... Fax: .....

E-Mail: ..... Website URL.....

Date: ..... Signature: .....

**NOTE: You are kindly requested to return this registration form duly completed no later than 23 July 2004 to:**

fax: (+32-2) 512 57 59

**For more information on:**

- Organization/logistics: Ms. Thérèse KICQ, [conference.on.tolerance@diplobel.fed.be](mailto:conference.on.tolerance@diplobel.fed.be)  
Federal Public Service for Foreign Affairs – 15, Rue des Petits Carmes,  
B 1000 Brussels - Tel (+32-2) 501 39 82, Fax (+32-2) 512 57 59
- Programme: Ms. Selver Yumer, [selver.yumer@bulgvert.at](mailto:selver.yumer@bulgvert.at)  
(Bulgarian Permanent Representation to the OSCE)



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**To Non-Governmental Organizations**

Please find attached the agenda, timetable, organizational modalities and registration forms related to the upcoming OSCE Conference on Tolerance, and the Fight against Racism, Xenophobia and Discrimination to be held in Brussels on 13 and 14 September 2004. These documents are also available on the OSCE website at [www.osce.org](http://www.osce.org) (please see the OSCE Events Calendar on the OSCE homepage).

NGOs whose activities directly relate to the topic of the Conference and wish to attend, are requested to register for this event and return a completed NGO registration form no later than 23 July 2004.

NGOs may display information material about their organization on the tables in the Conference Centre. Due to limited space and to ensure best possible organization such requests should be forwarded to Ms. Thérèse KICQ ([conference.on.tolerance@diplobel.fed.be](mailto:conference.on.tolerance@diplobel.fed.be)) no later than 15 August 2004. NGOs may also distribute documents during the Conference by giving one copy of each document (maximum three pages in length), preferably in electronic form (disk or e-mail), to the staff of the Documents Distribution Centre.

Unfortunately, financial assistance can not be provided for participation in this Conference. For your convenience, please find attached a list of hotels in Brussels. NGOs are kindly requested to make their own hotel arrangements.

For further information on organization and logistics, please contact Ms. Thérèse KICQ ([conference.on.tolerance@diplobel.fed.be](mailto:conference.on.tolerance@diplobel.fed.be)). For more information on the Conference programme, please contact Ms. Selver Yumer ([selver.yumer@bulgvert.at](mailto:selver.yumer@bulgvert.at)). For general information about participation of NGOs at OSCE Conference, please call Mr. Childerik Schaapveld, ODIHR NGO Adviser ([Childerik.Schaapveld@odihr.pl](mailto:Childerik.Schaapveld@odihr.pl)), or Mr. Jakhongir Azizkhodjaev, ODIHR NGO Office at ([Jakhongir.Azizkhodjaev@odihr.pl](mailto:Jakhongir.Azizkhodjaev@odihr.pl)).

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**HOTELS**

When Booking your room, please refer to "OSCE Conference on Tolerance" and to the relevant passwords indicated below

	<b>Address, Telephone, Fax number and E-mail address</b>	<b>Single Room</b>	<b>Double Room</b>	<b>Access to the Conference Centre</b>	<b>Contingent</b>	<b>Deadline for booking/Password</b>
<b>Jolly Hotel du Grand Sablon</b> * * * * * www.jollyhotels.com	Rue Bodenbroek, 2-4 (Grand Sablon) 1000 Brussels Tel.: (32) 2 518.11.00 Fax: (32) 2 518.13.58 Mrs Clymans - (32) 2 518.13.64 <a href="mailto:reservation@jollyhotels.be">reservation@jollyhotels.be</a>	179,- € including Breakfast	200,- € including Breakfast		60 Rooms	1/08/2004  "OSC120904"
<b>Sofitel Brussels Astoria</b> * * * * * www.sofitel.com	Rue Royale, 103 1000 Brussels Tel.: (32) 2 227.05.05 Fax: (32) 2 217.11.50 Mrs Melisandre Haeck - (32) 2 227.05.42 <a href="mailto:h1154-RE@accor.com">h1154-RE@accor.com</a>	205,- € including Breakfast			25 Rooms	15/08/2004  " OSCE Conference"
<b>Hôtel Président Centre</b> * * * * * www.presidenthotels.be	Rue Royale, 160 1000 Brussels Tel.: (32) 2 219.00.65 Fax: (32) 2 218.09.10 Mrs Sabine Thiry - (32) 2 205.05.09 <a href="mailto:sabine@presidenthotels.be">sabine@presidenthotels.be</a>	195,- € including Breakfast	220,- € including Breakfast		20 Rooms	15/08/2004  " OSCE "

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<b>Le Plaza</b> * * * * *	Boulevard Adolphe Max, 118-126 1000 Brussels Tel.: (32) 2 278.01.00 Fax: (32) 2 278.01.01 Mrs Aline Mauge - (32) 2 278.05.74 Aline.Mauge@leplaza-brussels.be	195,- € Breakfast Buffet: 27,- € Continental: 18,- €	195,- € Breakfast Buffet: 27,- € Continental: 18,- €		50 Rooms 25 Rooms	2/08/2004 16/08/2004 " OSCE Conference"
<b>Hôtel NH Atlanta</b> * * * *	Boulevard Adolphe Max, 7 1000 Brussels Tel.: (32) 2 217.01.20 Fax: (32) 2 217.37.58 Mr Lars Hallier - (32) 2 217.07.73 nhatlanta@nh-hotels.com	190,- € including Breakfast	200,- € including Breakfast		25 Rooms	23/08/2004 "35791"
<b>Tulip Inn Brussels Boulevard</b> * * *	Avenue du Boulevard, 17 1210 Brussels Tel.: (32) 2 205.15.11 Fax: (32) 2 201.15.15 Mrs Vanessa Riga - (32) 2 205.15.22 <a href="mailto:mx@tulipinnbb.be">mx@tulipinnbb.be</a>	142,- € including Breakfast	152,- € including Breakfast		75 Rooms	5/08/2004 " OSCE Conference"

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	<b>Address, Telephone, Fax number and E-mail address</b>	<b>Single Room</b>	<b>Double Room</b>	<b>Access to the Conference Centre</b>	<b>Contingent</b>	<b>Deadline for booking/Password</b>
<b>Crowne Plaza Brussels City Centre</b> * * * * *	Rue Gineste, 3 1210 Brussels Tel.: (32) 2 274.58.53 Fax: (32) 2 203.40.11 Mrs Andrea Kupper reservations@cpbxl.be	170,- € including Breakfast	190,- € including Breakfast		50 Rooms	15/08/2004  "OSCE September 2004"
<b>Comfort Art Hotel Siru</b> * * *	Place Rogier, 1 1210 Brussels Tel.: (32) 2 203.35.80 Fax: (32) 2 203.33.03 Mrs Chrystelle Oeil - (32) 2 206.12.81 art.hotel.siru@skynet.be	135,- € including Breakfast (minimum stay: 2 nights)	135,- € including Breakfast (minimum stay: 2 nights)		75 Rooms	31/07/2004  " OSCE SIRU"
<b>Hilton Brussels City</b> * * * *	Place Rogier, 20 1210 Brussels Tel.: (32) 2 203.31.25 Fax: (32) 2 203.43.21 Mrs Marjorie Drappier - (32) 2 274.24.76 res.BrusselsCity@hilton.com	185,- € including Breakfast	185,- € including Breakfast		50 Rooms 25 Rooms	15/07/2004 30/07/2004  "OSCE Conference"

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<b>Hôtel Le Dome</b> * * * *	Boulevard du Jardin Botanique, 12-13 1210 Brussels Tel.: (32) 2 218.06.80 Fax: (32) 2 203.41.12 Mr John Di Falco <a href="mailto:dome@skypro.be">dome@skypro.be</a>	114,- € including Breakfast	125,- € including Breakfast		15 Rooms	15/08/2004  " OSCE Conference"
<b>President WTC Hotel</b> * * * *	Boulevard du Roi Albert II, 44 1000 Brussels Tel.: (32) 2 203.20.20 Fax: (32) 2 203.24.40 Mrs Pascale Mocolle - (32) 2 205.05.54 <a href="mailto:reservation.wtc@presidenthotels.be">reservation.wtc@presidenthotels.be</a>	180,- € including Breakfast	210,- € including Breakfast		120 Rooms	15/08/2004  " OSCE Conference"

Above mentioned rooms in the list of hotels have been pre- booked for the 12<sup>th</sup>, 13<sup>th</sup> and 14<sup>th</sup> of September. They have to be confirmed according to the hotel management wishes (please see in the tables above).

**When booking the rooms, persons are kindly requested to:**

- **precise that they take part in the OSCE Conference on 13 and 14 September,**
- **communicate their credit card number and expiry date,**
- **confirm by fax.**