



## Information Guidance for Participants Attending In-Person

### UNIDO Global Alliance on Artificial Intelligence for Industry and Manufacturing (AIM Global) Forum

**Date:** 12 December 2024

**Location:** Board Room A, M Building, Vienna International Centre (VIC), Vienna, Austria

#### 1. Venue Details

The AIM Global Forum will take place at the Vienna International Centre (VIC), located at [Wagramer Strasse 5, 1220 Vienna, Austria](#). The Visitors' Entrance is situated next to the "Kaisermühlen/Vienna International Centre" U-Bahn stop on the U1 subway line.

#### Access Requirements:

Participants are required to provide necessary information prior to the event to facilitate access to the venue. To ensure a smooth entry process, please complete the **Vienna International Centre Access Form** at the following link: <https://forms.office.com/e/EXnmU96XLT>.

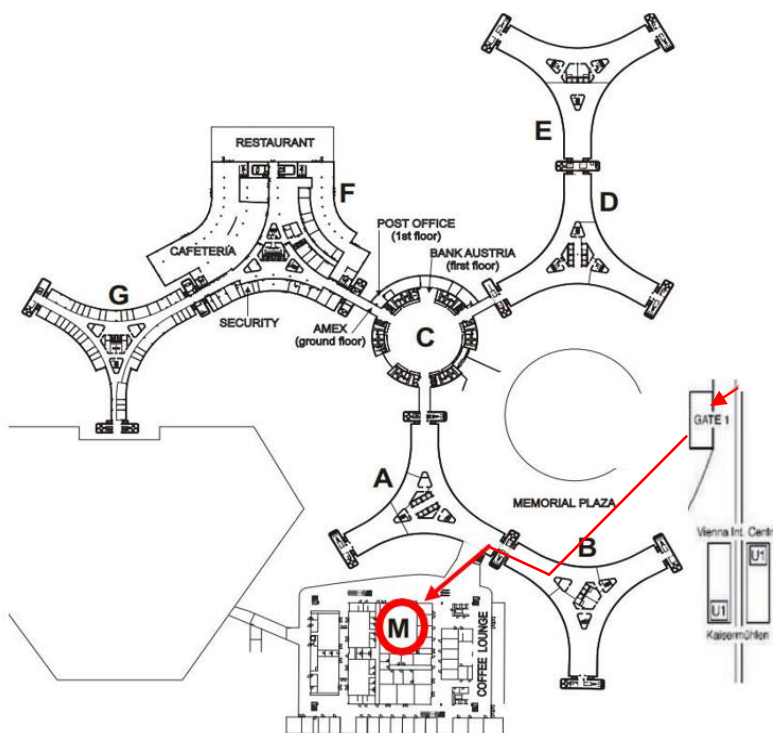
**Deadline:** Kindly submit the form **no later than 9 December 2024**.

#### Arrival Instructions:

- Upon arrival at the VIC, proceed to **Gate 1-Visitor's Entrance** (located right next to the "Kaisermühlen/Vienna International Centre" U-Bahn stop) for security screening.
- After passing through security, visit the reception desk to collect your one-day pass. **Please ensure you bring valid identification (e.g., passport) for verification.**
- Once you have your pass, proceed through the final checkpoint.

#### Event Location:

The entrance to the **M Building** is accessible through the B Building, located on the left side of the Memorial Plaza fountain. Once inside the B Building, follow the floor stickers, which will guide you to **Board Room A**, the venue for the event.

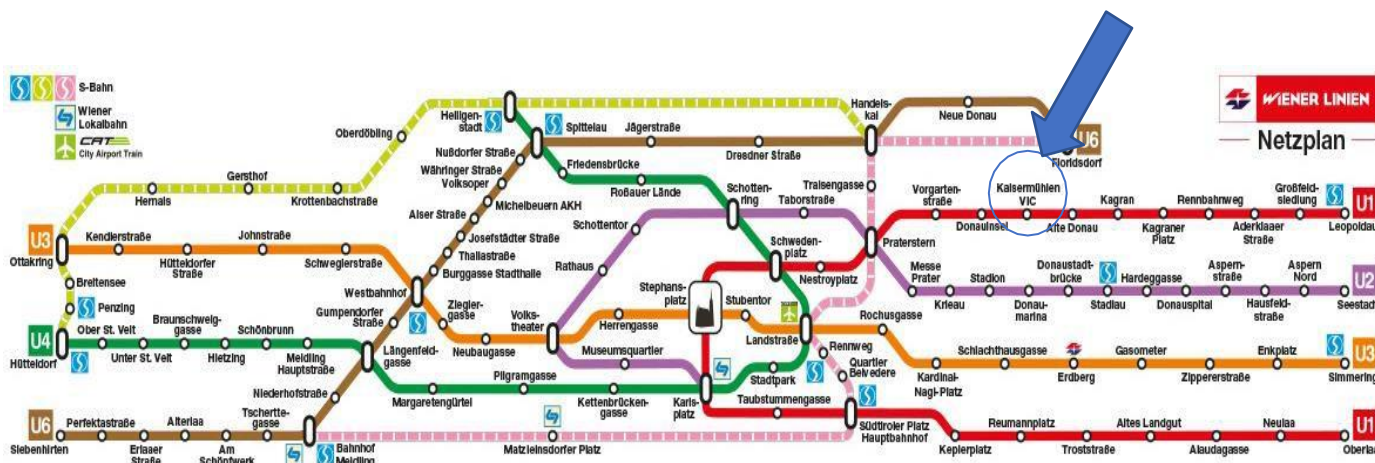


## 2. Transportation

### a) By public transportation

The VIC can be reached with the U-Bahn by taking the line U1 (marked in red on city maps) towards Leopoldau and getting off at the station **Kaisermühlen-Vienna International Centre** and follow the **exit titled Vienna International Centre**. Single tickets, multiple tickets for 2, 4 or 8 rides or for 1, 3 or 8 days, and weekly tickets can be purchased from vending machines in all U-Bahn stations or at tobacco shops marked *Tabak Trafik*.

The weekly ticket is valid Monday through Sunday with unlimited use of all Viennese public transport facilities (U-Bahn, bus, tramway, S-Bahn). Further information can be obtained at: [www.wienerlinien.at](http://www.wienerlinien.at)



### b) By taxi

As all participants will have to go through the registration formalities, passengers should ask the driver to drop them off at Wagramer Strasse 5, Gate 1. For departures, a taxi may be requested at UN Security and Safety Services, Gate 1.

### From Vienna Airport to the VIC

a) **By bus:** The Vienna Airport Lines operate seven days a week, at hourly intervals. The first bus leaves the airport at 06:00 / last at 21:00. The first bus leaves the VIC at 05:10 / last at 20:10. The VIC bus station is located on Wagramer Strasse in front of Gate 1. The trip takes about 30 minutes. For further information, please visit: <https://www.viennaairportlines.at/>

- b) **By train:** There are two options: First there is the S-Bahn (Schnellbahn) from the airport to the City Air Terminal located next to the Hotel Hilton. The S-Bahn leaves approximately every 30 minutes. The trip takes about 25 minutes. After arriving at the City Air Terminal change to the underground line U4 and then U1 to get to the VIC. The second option is the City Airport Train (CAT), linking the airport with the City Air Terminal. The trip takes about 16 minutes. For further information, please visit: [www.cityairporttrain.com](http://www.cityairporttrain.com)

### 3. Accommodation

Participants will be responsible for making their own hotel bookings, contacting directly the hotel of choice. Participants are also responsible for the payment of their reservations and/or for the settlement of eventual cancellation/no show fee, as applicable, according to the hotels' policies. Please make hotel reservations directly with your preferred hotel. Rates are corporate rates in EURO per room, per night and are subject to change. Please see the annex for the recommended hotel list.

### 4. Networking Opportunities

- **In-Person Networking Opportunities:** Meeting rooms M0110 and M0112 in the M Building are available for booking at the event venue to facilitate bilateral meetings.
- **Reception:** A networking reception will be held from 17:00 to 19:00 in the area adjacent to the entrance of Boardroom A, following the closure of the AIM Global Forum.
- **Online networking opportunities:** please visit <https://www.b2match.com/e/aim-global-forum> and register. The platform offers comprehensive details about the event, including session agendas, speaker profiles, and the ability to create a personalized schedule. You can also use it to receive program updates and arrange online bilateral meetings with other participants.

### 5. Services in the VIC

**Lunch Services:** The [VIC Cafeteria](#) is located on the ground floor of building F and offers a variety of hot and cold dishes, snacks and drinks. Opening hours are:

- Coffee Corner: 07:30 – 15:00
- Breakfast Live Station: 08:00 – 10:00
- Lunch Time: 11:30 – 14:30
- [The VIC Restaurant](#) is located on the ground floor of building F. Opening hours are 12:00–15:00. Table reservations can be made by mail: [restaurantVIC@eurest.at](mailto:restaurantVIC@eurest.at) or phone: 01 260 26 4877. Generally, the restaurant does not provide tables without reservation.

**Banking Services:** **Bank Austria** has two branch offices in the VIC. One branch office is located in building D on the ground floor (DOE71), another branch is located in building C, first floor. Opening



hours are 9:00– 15:00 (17:00 on Thursdays). ATM machines are available outside the bank on D0E71 and C0113.

**Post Office:** The VIC post office is located in building C, first floor. Opening hours are 8:00–18:00, Monday to Friday.

**Medical Services:** The VIC Medical Service is located on the 7th floor of building F (F07). Opening hours are 08:30– 12:00 and 14:00–16:30 (15:00 on Thursday). Emergencies, however, are dealt with at any time during regular office hours. The internal extension is 22223. In case of emergency, dial 22222.

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

**Wireless network connection:** Wireless connectivity is available everywhere in the VIC.

**Lost and Found:** The UN Security Service Duty Room on the ground floor of building F (F0E21) provides a “lost and found” service.

The newspaper stand sells a wide array of international newspapers and magazines, books and tickets for the public transport facilities. It is located on the ground floor of building C. Opening hours are 8:00–18:00.

United Nations Gift Counter is located at Gate 1. Opening hours are 10:00–16:00, daily.

## 6. Additional Information

- **Time Zone** Austria follows Central European Time.
- **Electricity** The electricity voltage is 220 volts (50 cycles). A standard voltage converter and an adapter should be sufficient for conversion. Normally, the electricity outlet in Vienna requires a two-prong plug with round prongs. Computers require a European plug adapter and phone jack adapter that can be purchased at appliance stores.
- **Shopping in Vienna** Shops are generally open from 09:00–19:00 on weekdays and from 09:00–18:00 on Saturdays. Shops are closed on Sundays, except for supermarkets at railway stations, some U-Bahn stations, and the airport.

## 7. Contact Information

- **Event Contact Point:** Ms. Diyar Erdogan, phone: +43 1 26026 3353, email: [D.ERDOGAN@unido.org](mailto:D.ERDOGAN@unido.org)



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## Annex:

### HOTEL LIST

Participants can reserve rooms directly with the hotels. They may request the UN rate and might need to provide an event invitation or proof of registration at the time of booking to qualify for the UN rate.

#### 5-Star Hotels

Approx. Price Range: €250 - €800 per night\*

##### Hotel Ambassador

Located in the centre of Vienna, near underground U1/Stephansplatz

Address: Neuer Markt 5, 1010 Vienna

Tel: +43-1-961610

Email: [office@ambassador.at](mailto:office@ambassador.at)

##### Grand Hotel Wien

Near U1/Karlsplatz

Address: Kaerntner Ring 9, 1010 Vienna

Tel: +43-1-515 80-1700

Email: [reservation@grandhotelwien.com](mailto:reservation@grandhotelwien.com)

##### Grand Ferdinand

Located on the Ringstrasse, near U4 Stadtpark

Address: Schuberting 10-12, 1010 Vienna

Tel: +43-1-918 80 0

Email: [reservation@grandferdinand.com](mailto:reservation@grandferdinand.com)

Website: [www.grandferdinand.com](http://www.grandferdinand.com)

Features a rooftop outdoor pool on the 8th floor with panoramic city views.

##### The Amauris Vienna

(formerly The Ring Hotel)

Located on the historic Ring Boulevard, near Vienna State Opera

Address: Kaerntner Ring 8, 1010 Vienna

Tel: +43-1-222225

Email: [info@theauris.com](mailto:info@theauris.com)

Website: [www.theauris.com](http://www.theauris.com)

##### Hilton Vienna Danube Waterfront

A few stops with the underground, free shuttle service to VIC every morning

Address: Handelskai 269, 1020 Vienna

Tel: +43-1-727 77-70000

Email: [vienna.reservations@hilton.com](mailto:vienna.reservations@hilton.com)





### **Hilton Vienna**

Near U4 Stadtpark, change to U1, a few stops from VIC

Address: Am Stadtpark, 1030 Vienna

Tel: +43-1-717 00/12304 or 14000

Email: [vienna.reservations@hilton.com](mailto:vienna.reservations@hilton.com)

### **Hilton Vienna Plaza**

A few minutes' walk to the centre and U1

Address: Schottenring 11, 1010 Vienna

Tel: +43-1-31 390 20000

Email: [vienna.reservations@hilton.com](mailto:vienna.reservations@hilton.com)

### **Radisson Blu Style Vienna**

Near U3/Herrengasse

Address: Herrengasse 12, 1010 Vienna

Tel: +43-1-22780-0

Email: [sales.Vienna@RadissonSAS.com](mailto:sales.Vienna@RadissonSAS.com)

Website: [www.radissonblu.com](http://www.radissonblu.com)

### **Das Triest**

Near U1/Karlsplatz

Address: Wiedner Hauptstrasse 12, 1040 Vienna

Tel: +43-1-589 18 385

Email: [tamara@datriest.at](mailto:tamara@datriest.at)

### **Hotel Marriott**

Near U4 Stadtpark, U3 Stubentor Address: Parkring 12a, 1010 Vienna Tel: +43-1-515 18-53

Email: [vienna.marriott.reservations@marriott-hotels.com](mailto:vienna.marriott.reservations@marriott-hotels.com)

Hotel Sacher

Near U1/Stephansplatz, U4/Karlsplatz

Address: Philharmonikerstrasse 4, 1010 Vienna

Tel: +43-1-51 456-0

Email: [wien@sacher.com](mailto:wien@sacher.com) , [ggressl@sacher.com](mailto:ggressl@sacher.com)

Website: [www.sacher.com](http://www.sacher.com)

Features a luxurious boutique spa offering wellness treatments.

### **4-Star Hotels**

Approx. Price Range: €120 - €250 per night\*

### **Holiday Inn Vienna South**

Address: Business Park Vienna, Hertha-Firnberg-Strasse 5, A-1100 Vienna



Tel: +43-1-60530

Email: [hivienna@whgeu.com](mailto:hivienna@whgeu.com)

### **Hotel am Opernring**

Address: Opernring 11, 1010 Vienna

Tel: +43-1-5875518

Email: [hotel@opernring.at](mailto:hotel@opernring.at)

### **Hotel NH Danube City**

Walking distance from VIC, U1/Alte Donau

Address: Wagramer Strasse 21, 1220 Vienna

Reservations: +43-820 40115536

Email: [reservierungen.at@nh-hotels.com](mailto:reservierungen.at@nh-hotels.com)

### **Mercure Wien City (Accor Hotel)**

Near U4/Schwedenplatz

Address: Hollandstrasse 3, A-1020 Vienna

Tel: +43-1-213 13

Email: [h1568-RE@accor.com](mailto:h1568-RE@accor.com)

### **Park Inn by Radisson Uno City**

Walking distance from VIC, U1/VIC

Address: Wagramer Strasse 16, 1220 Vienna

Tel: +43-1-260 400

Email: [reservation.vienna@rezidorparkinn.com](mailto:reservation.vienna@rezidorparkinn.com)

Website: [www.rezidorparkinn.com](http://www.rezidorparkinn.com)

### **Hotel Schani UNO City Wien**

Located opposite the VIC

Address: Wagramerstrasse 16, 1220 Vienna

Tel: +43-1-95507151220

Website: [www.schanihotels.com/hotels/hotel-schani-uno-city](http://www.schanihotels.com/hotels/hotel-schani-uno-city)

### **Hotel Erzherzog Rainer**

Near U1/Taubstummengasse

Address: Wiedner Hauptstrasse 27-29, 1040 Vienna

Tel: +43-1-22111

Email: [rainer@schick-hotels.com](mailto:rainer@schick-hotels.com)

Website: [www.schick-hotels.com](http://www.schick-hotels.com)

### **Hotel City Central**

Near U1/Schwedenplatz

Address: Taborstrasse 8, 1020 Vienna



Tel: +43-1-211 05-0

Fax: +43-1-211 05-140

Email: [city.central@schick-hotels.com](mailto:city.central@schick-hotels.com)

Website: [www.schick-hotels.com](http://www.schick-hotels.com)

### **Novotel Wien City (Accor Hotel)**

Near U1/Nestroyplatz

Address: Aspernbrückengasse 1, 1020 Vienna

Tel: +43-1-90303991

Email: [h6154-re@accor.com](mailto:h6154-re@accor.com)

### **AustriaTrend Hotel Donauzentrum**

Located in the shopping centre, near U1/Kagran

Address: Wagramer Strasse 83-85, 1220 Vienna

Tel: +43-1-203 55 45-113

Email: [reservierung.donauzentrum@austria-trend.at](mailto:reservierung.donauzentrum@austria-trend.at)

### **3-Star Hotels**

Approx. Price Range: €80 - €150 per night\*

### **Hotel Anatol**

Near U3 Zieglergasse

Address: Webgasse 26, 1060 Vienna

Tel: +43-1-59996-0

Email: [reservierung.anatol@austria-trend.at](mailto:reservierung.anatol@austria-trend.at)

### **Ibis Wien Messe (Accor Hotel)**

Near U1/Vorgartenstrasse, good value for money.

Address: Lasallestrasse 7A, 1020 Vienna

Tel: +43-1-21770506

Email: [h2636@accor.com](mailto:h2636@accor.com) , [frederick.salesse@accor.com](mailto:frederick.salesse@accor.com)

### **Hotel Capri**

Near U1/Nestroyplatz, good value for money.

Address: Praterstrasse 44-46, 1020 Vienna

Tel: +43-1-214 84 04

Email: [office@hotelcapri.at](mailto:office@hotelcapri.at) Website: [www.hotelcapri.at](http://www.hotelcapri.at)

### **Austria Classic Hotel Wien**

Close to U1 Nestroyplatz or Praterstern

Address: Praterstrasse 72, 1020 Vienna

Tel: +43-1-211 30-0

Email: [info@classic-hotelwien.at](mailto:info@classic-hotelwien.at)





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Website: [www.classic-hotelwien.at](http://www.classic-hotelwien.at)

**Hotel Post**

Near U1 Schwedenplatz

Address: Fleischmarkt 24, 1010 Vienna

Tel: +43-1-515 83-0

Email: [office@hotel-post-wien.at](mailto:office@hotel-post-wien.at)

Website: [www.hotel-post-wien.at](http://www.hotel-post-wien.at)

**Hotel Kärntnerhof**

Near U1/Stephansplatz or U1/U4 Schwedenplatz

Address: Grashofgasse 4, 1010 Vienna

Tel: +43-1-512 19

Email: [info@karntnerhof.com](mailto:info@karntnerhof.com)

Website: [www.karntnerhof.com](http://www.karntnerhof.com)

\*Please note that prices can vary and it is recommended to check directly with the Hotel if they offer a UN/UNIDO rate and then also compare to competitive prices on platforms such as [www.booking.com](http://www.booking.com)