



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

Vienna, 7 August 2026

32nd OSCE Economic and Environmental Forum

“Strengthening security and stability in the OSCE area through anticipating technologies and science-based diplomacy”

JOINT PREPARATORY MEETING

Vienna, 7-8 September 2026
Venue: Ratsaal, Hofburg Palace, Vienna

DRAFT LOGISTICAL MODALITIES

VENUE

OSCE Congress Centre, Hofburg, Heldenplatz, 1010 Vienna (map Annex 1), Ratsaal, 5th floor.

AGENDA

The Meeting will open on Monday, 7 September 2026, at 14:00 (CEST Vienna) and close by 12:30 (CEST Vienna) on Tuesday, 8 September 2026.

Reference is made to the Permanent Council Decision PC.DEC/1531 and the draft agenda of the Meeting distributed under the reference number EEF.GAL/1/26 on 29 July 2026.

The Joint Preparatory Meeting of the 32nd EEF is organized in person, following the format of on-site participation at the Hofburg in Vienna (venue).

INTERPRETATION

Simultaneous interpretation will be provided in English and Russian.

PARTICIPANTS' PROFILE

High-level and senior officials from participating States, responsible for shaping international economic and environmental policy in the OSCE area, representatives of the OSCE Parliamentary Assembly and the Partners for Co-operation as well as OSCE Field Operations are invited and strongly encouraged to participate.

Representatives of international organizations, scientific experts, academics and business representatives, non-governmental organizations with relevant experience in the area under discussion will be invited to participate in the meeting, according to the Decision of the OSCE Permanent Council (PC.DEC/1531).

The OSCE encourages participating States to ensure equal participation of female and male experts at the Joint Preparatory Meeting of the 32nd OSCE Economic and Environmental Forum.

No fee for participation is requested.

PARTICIPATION IN THE MEETING

The Joint Preparatory Meeting is organized in person, following the format of on-site participation at the Hofburg (venue).

Participants will have full audio access, and be able to request the floor and deliver their statements during discussion times.

The Joint Preparatory Meeting will be audio recorded for internal purposes only and the recordings will not be shared further.

DEADLINES

We kindly draw participants' attention to the following deadlines:

ONLINE REGISTRATION to the Forum: as early as possible, by **Friday, 28 August 2026**;

VISA APPLICATION for Austria: **NOT LATER THAN 15 DAYS** prior to the date of travel to Austria;

PANELISTS PRESENTATIONS (electronic version): Monday, 31 August 2026 close of business;

REGISTRATION TO THE LIST OF SPEAKERS: Friday, 4 September 2026 noon.

ONLINE REGISTRATION

Please note that the access to the Joint Preparatory Meeting of the 32nd OSCE Economic and Environmental Forum will only be granted to registered participants.

Please contact Office of the Co-ordinator of OSCE Economic and Environmental Activities if you wish to participate: email: sanavbar.gurukova@osce.org.

Requests for participation are subject to approval.

Deadline for registrations: Friday, 28 August 2026

ACCESS TO THE VENUE - HOFBURG IN VIENNA

Access to the Hofburg: Access to the Meeting venue will only be granted to online registered participants.

The Hofburg can be accessed with the delegates' regular badges.

External participants will need to refer to the security check point container at the accreditation counter located outside in a temporary structure to the left of the entrance of the Conference Venue (Congress Centre Hofburg, Heldenplatz, 1010 Vienna) on:

Monday, 7 September, as of 10:00 a.m. until the end of the meeting

Tuesday, 8 September, as of 08:30 a.m. until the end of the meeting

Advanced registration is kindly requested in order to avoid delays in issuing the badges. Presentation of a valid ID is required for accreditation.

REGISTRATION TO THE LIST OF SPEAKERS/PARTICIPATING IN DISCUSSION TIMES

Participants at the Hofburg will have full audio access and be able to request the floor and deliver their statements.

Regarding the possibility to deliver a National Statement, participants are kindly requested to register to the speakers' list in advance by sending their requests to **mau-at@osce.org** **until Friday, 4 September 2026 noon.**

Participants are encouraged to actively contribute to the meeting discussion and should indicate the Session in which they are planning to contribute and interact with the panel.

Ad hoc speaking requests to take the floor during the Meeting (panel discussions) should be made by informing the meeting assistance at the head table ahead of the session or by raising their hand.

The maximum duration of each statement should not exceed **3 minutes.**

SOCIAL EVENTS – COFFEE/TEA BREAKS AND LUNCH

Coffee/tea will be provided throughout the Meeting in the foyer next to the plenary hall.

Monday, 7 September 2026: Reception hosted by Switzerland's 2026 OSCE Chairpersonship.

Venue: Information regarding the venue will be provided in due course.

Tuesday, 8 September 2026: Buffet lunch hosted by the Co-ordinator of OSCE Economic and Environmental Activities.

Venue: Information regarding the venue will be provided in due course.

Further details regarding the lunch and reception venue will follow in due course.

DOCUMENTS DISTRIBUTION

The Organizers invite participants to kindly submit any written contributions they may have to Conference Services (documents@osce.org). This should not hinder an ad hoc discussion during the different sessions but contribute to enhanced communication.

Relevant documents will be published on the **Forum Website** on DelWeb. In view of meeting sustainability standards, the Organizers aim for a paperless event by digitalizing the document distribution. Hard copies of the documents will only be made available at request through the Document Distribution Desk.

TECHNICAL SUPPORT FOR SPEAKERS

Detailed guidelines for speakers will be provided by individual correspondence.

The panelists are kindly requested to provide an electronic copy of their bios, presentations or speeches by Monday, **31 August 2026** to Mr. Siegfried Wöber, email: siegfried.woeber@osce.org, as well as Ms. Birgitte Skarboe, email: Birgitte.Skarboe@osce.org and Ms. Sanavbar Gurukova, email: Sanavbar.Gurukova@osce.org.

The panelists will be invited to online co-ordination meetings via Zoom a few days ahead of the Joint Preparatory Meeting of the 32nd OSCE Economic and Environmental Forum to co-ordinate content issues and technicalities.

It is highly recommended to the speakers to share their presentations and announce any particular audio-visual requirements with the organizational team ahead of the event by the mentioned deadline – **Monday, 31 August 2026**.

In view of meeting sustainability standards, the organizers aim for a paperless event by digitalizing the documents distribution. Hard copies of the documents will only be made available at request through the conference secretariat at the venue.

TRAVELLING TO VIENNA – GENERAL INFORMATION (HOTELS)

Participants are kindly requested to make their own travel and accommodation arrangements in Vienna, which will not be paid for by the OSCE.

A list of hotels in Vienna in the vicinity of the Meeting venue Hofburg can be found in Annex 2.

Practical information about Vienna is available on: <http://www.hotels-austria.com/vienna-info/wien-practrestaurants.htm>

City map with address finder: <http://www.wien.gv.at/stadtplan/suche.asp?lang=en>

Visa:

Participants, if stipulated under the Austrian law, are asked to make their own arrangements for securing a visa for entry into Austria. Further details can be found on www.bmeia.gv.at.

In case a visa support letter is required, please arrange for a visa appointment and send information on the date as well as a copy of the passport by E-mail to elke.lidarik@osce.org as soon as possible.

General information:

Currency: Euro

Electric current: The standard voltage throughout Austria is 220V.

Medical help: A first aid room is located on the ground floor of the Hofburg/conference venue.

Time: Vienna time in September is CEST (UTC+2).

IMPORTANT NOTICE

To the full extent permitted under applicable law, neither the OSCE nor any of its officials, employees or other representatives shall be liable for loss or damage, however caused, arising out of or in connection with the participation in this conference.

This is a comprehensive limitation of liability that applies to damages of any kind, including, without limitation, personal injury, health, loss of, or damage to, property and claims of third parties.

Please note that the Meetings will be **audio recorded** for internal reporting purposes. The recordings will not be shared further. Photographs of this event may be taken and used by the OSCE for publication purposes.

CONTACTS

OSCE - Office of the Co-ordinator of OSCE Economic and Environmental Activities
Wallnerstrasse, 6, 1010 Vienna

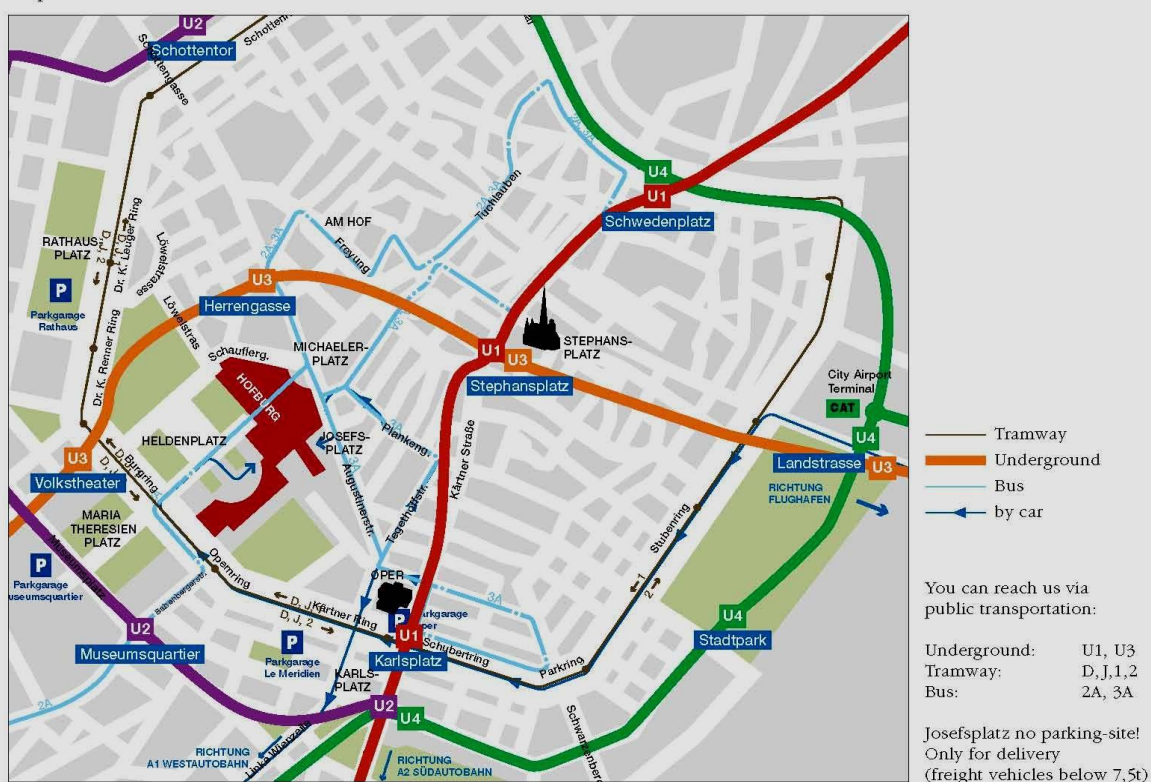
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Ms. Sanavbar Gurukova
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Mob. +43 (0) 664 88474986

HOFBURG LOCATION MAP

Map A - Overview



Hofburg Kongresszentrum & Redoutensäle Wien
 Heldenplatz, A-1014 Wien, Tel: 43-1-587 36 66 Fax: 43-1-535 64 26
 E-mail: hofburg.kongresszentrum@hofburg.com, Internet: <http://www.hofburg.com>

HOTELS IN VIENNA

Vienna	Hotel BRISTOL	www.bristolvienna.com hotel.bristol@luxurycollection.com
Vienna	Hotel ERZHERZOG RAINER	www.schick-hotels.com rainer@schick-hotels.com
Vienna	Hotel CITY CENTRAL Wien	www.schick-hotels.com city.central@schick-hotels.com
Vienna	NH BELVEDERE	www.nh-hotels.com
Vienna	NH DANUBE CITY	www.nh-hotels.com
Vienna	Hotel STEFANIE Wien	www.schick-hotels.com sabine.pollak@schick-hotels.com
Vienna	Hotel CAPRICORNO Wien	www.schick-hotels.com capricorno@schick-hotels.com
Vienna	Hotel AM PARKRING Wien	www.schick-hotels.com parkring@schick-hotels.com
Vienna	Best Western Hotel KAISERHOF Vienna	www.hotel-kaiserhof.at/wien code: CORP2017 reservation@hotel-kaiserhof.at
Vienna	Hotel HERRENHOF	www.herrenhof-wien.steigenberger.at reservation@herrenhof- wien.steigenberger.at booking code: CINDFL
Vienna	Hotel GRAND FERDINAND	www.grandferdinand.com welcome@grandferdinand.com
Vienna	Hotel RADISSON BLU STYLE	www.radissonblu.com/en/stylehotel-vienna
Vienna	Hotel AM SCHOTTENFELD	www.falkensteiner.com reservations.vienna@falkensteiner.com
Vienna	Hotel WIEN MARGARETEN	www.falkensteiner.com reservations.vienna@falkensteiner.com
Vienna	Hotel AM KONZERTHAUS	www.accorhotels.com H1276@accor.com
Vienna	Hotel ibis WIEN HAUPTBAHNHOF	www.accorhotels.com H8564@accor.com
Vienna	Hotel ibis WIEN MARIAHILF	www.accorhotels.com H0796@accor.com
Vienna	Hotel mercure BIEDERMEIER	www.accorhotels.com H5357@accor.com
Vienna	Hotel mercure RAPHAEL	www.accorhotels.com HAOQ7@accor.com
Vienna	Hotel mercure VIENNA FIRST	www.accorhotels.com H9959@accor.com
Vienna	Hotel mercure WIEN CITY	www.accorhotels.com H1568@accor.com
Vienna	Hotel mercure WIEN ZENTRUM	www.accorhotels.com H0781@accor.com
Vienna	Hotel JOSEFSHOF am Rathausplatz	https://www.josefshof.com/ office@josefshof.com

Vienna	NOVOTEL SUITES WIEN CITY DONAU	www.accorhotels.com H3720@accor.com
Vienna	Hotel NOVOTEL WIEN CITY	www.accorhotels.com H6154@accor.com
Vienna	Hotel SOFITEL VIENNA STEPHANSDOM	www.accorhotels.com H6599@accor.com
Vienna	Hotel ADAGIO VIENNA CITY	www.adagio-city.com H7216@adagio-city.com
Vienna	Hotel ANATOL	www.austria-trend.at reservierung.anatol@austria-trend.at
Vienna	Hotel ASTORIA	www.austria-trend.at reservierung.astoria@austria-trend.at
Vienna	Hotel EUROPA WIEN	www.austria-trend.at reservierung.europa.wien@austria-trend.at
Vienna	Hotel RATHAUSPARK	www.austria-trend.at reservierung.rathauspark@austria-trend.at
Vienna	Hotel SAVOYEN VIENNA	www.austria-trend.at reservierung.savoyen@austria-trend.at
Vienna	Hotel ANANAS	www.austria-trend.at reservierung.ananas@austria-trend.at
Vienna	Hotel BEIM THERESIANUM	www.austria-trend.at reservierung.theresianum@austria-trend.at
Vienna	Hotel DOPPIO	www.austria-trend.at reservierung.doppio@austria-trend.at
Vienna	Hotel MESSE PRATER WIEN	www.austria-trend.at book.messeprater@sparkvienna.com
Vienna	Arcotel KAISERWASSER	https://kaiserwasser.arcotel.com/ reservation.kaiserwasser@arcotel.com
Vienna	Arcotel DONAUZENTRUM	https://donauzentrum.arcotel.com/ donauzentrum@arcotel.com
Vienna	Arcotel WIMBERGER	https://wimberger.arcotel.com/ wimberger@arcotel.com
Vienna	Hotel MARRIOTT	www.viennamarriott.com vienna.reservations@marriott.com