

UNIS Handbook for Journalists and 2012 Calendar





THE UNITED NATIONS INFORMATION SERVICE (UNIS) VIENNA AND ITS SERVICES TO JOURNALISTS

UNIS Vienna promotes the work of the United Nations family based in Vienna through the media, governmental and non-governmental organizations and public outreach work. UNIS serves as an information centre for Austria, Hungary, Slovakia and Slovenia and organizes information programmes and activities to promote the work of the United Nations as a whole. UNIS also offers guided tours and lectures through the Visitors Service.

UNIS Vienna Director's Office:

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Deputy to the Director:

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For information about all UNIS activities and events visit our website: www.unis.unvienna.org

Media accreditation

UNIS offers annual media accreditation to the Vienna International Centre (VIC) to allow bona fide media representatives access to all organizations' conferences and events at the VIC. Applicants need a valid press card, a letter of assignment from their media organization on official letterhead and can apply online at: www.unis.unvienna.org/unis/en/media_accreditation.html

The accreditation period runs from December until November the following year and can usually be extended from the beginning of November. Journalists should be prepared to provide evidence of regular coverage of United Nations issues. The Security and Safety Service which issues the VIC grounds passes also requires the national passport.

Journalists are encouraged to come to the VIC by public transport. If you need to come by car, please contact UNIS at least 24 hours in advance with full details of the vehicle and people coming.

For media accreditation: Veronika Crowe-Mayerhofer

Tel: (+43 1) 26060 3342 Mobile: (+43) 699 1459 3342 Email: press@unvienna.org

Press briefings

UNIS organizes press briefings on the work and activities of the United Nations family in Vienna and to promote major United Nations events, conferences and reports. Briefings are usually held in the press briefing room of the M-Building (MOE 71A).

Press releases

All UNIS press releases are available on our website: www.unis.unvienna.org and accredited journalists can also receive them by email on request.

Press working area

UNIS offers a press working area in the Vienna International Centre in the M-Building close to the press briefing room. The M-Building has wireless Internet access throughout and public internet corners.



The United Nations in Vienna

public information contacts for Vienna-based organizations and offices

The Vienna International Centre (VIC) is the headquarters for several United Nations Offices and specialized agencies as listed overleaf. Various international conferences and events are held annually at the VIC.

THE UNITED NATIONS OFFICE AT VIENNA (UNOV)

www.unvienna.org

The United Nations Office at Vienna (UNOV) is one of the four United Nations Headquarters, along with New York, Geneva and Nairobi. UNOV provides administrative support including conference planning, security and safety services and language interpretation to United Nations programmes. The Director-General of UNOV, Yury Fedotov, represents the Secretary-General in dealings with the host country and diplomatic missions in Vienna.

Vienna International Centre (PO Box 500), Wagramer Strasse 5,
1400 Vienna, Austria

UNITED NATIONS OFFICE ON DRUGS AND CRIME (UNODC)

www.unodc.org

From its headquarters in Vienna and through an extensive network of field offices around the world, UNODC helps Member States to reduce their vulnerability to drugs and crime, and to promote security and justice for all. The Executive Director of UNODC is Yury Fedotov.

For more information contact:

Alun Jones, Chief of Communication

Tel: (+43 1) 26060 5726 Mobile: (+43) 699 1459 5726

Email: alun.jones@unodc.org

David Dadge, Spokesperson and Speechwriter

Tel: (+43 1) 26060 5629 Mobile: (+43) 699 1459 5629

Email: david.dadge@unvienna.org

INTERNATIONAL NARCOTICS CONTROL BOARD (INCB) www.incb.org

The International Narcotics Control Board (INCB) is the independent and quasi-judicial expert body monitoring the implementation of the United Nations drug control conventions.

For more information contact: Raechelle Newman
Tel: (+43 1) 26060 5638 Mobile: (+43) 699 1459 5638
Email: media@incb.org

UNITED NATIONS OFFICE FOR OUTER SPACE AFFAIRS www.unoosa.org

The United Nations Office for Outer Space Affairs (UNOOSA) is responsible for promoting international cooperation in the peaceful uses of outer space and serves as the secretariat for the United Nations Committee on the Peaceful Uses of Outer Space (COPUOS).

For more information contact: Romana Kofler
Tel: (+43 1) 26060 4962
Email: ooasa@unoosa.org or romana.kofler@unoosa.org

UNITED NATIONS COMMISSION ON INTERNATIONAL TRADE LAW (UNCITRAL) www.uncitral.org

UNCITRAL's work focuses on the modernization and harmonization of the laws for international trade and business.

For more information contact: Anne Thomas at UNIS
Tel: (+43 1) 26060 5588 Mobile: (+43) 699 1459 5588
Email: anne.thomas@unvienna.org



Specialized Agencies and other United Nations Organizations and entities with offices in Vienna

INTERNATIONAL ATOMIC ENERGY AGENCY (IAEA)

www.iaea.org

The IAEA, comprised of 151 member states, works to support the safe and secure development of nuclear technology and to verify the peaceful use of nuclear materials. Director General Yukiya Amano has led the agency since December 2009.

For further information contact:

Gill Tudor, Spokesperson and Head, Media and Outreach Section,
Division of Public Information

Tel: (+ 43 1) 2600 21275 General press inquiries: (+43 1) 2600 21273
Email: press@iaea.org

THE UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION (UNIDO)

www.unido.org

UNIDO is the specialized agency of the United Nations promoting industrial development for poverty reduction, inclusive globalization and environmental sustainability. The Director-General of UNIDO is Kandeh K. Yumkella.

For further information contact:

Mikhail Evstafyev, Advocacy and Communication Coordinator
Tel: (+43 1) 26026 5021 Mobile: (+ 43) 699 1459 7329
Email: m.evstafyev@unido.org

THE PREPARATORY COMMISSION FOR THE COMPREHENSIVE NUCLEAR-TEST-BAN TREATY ORGANIZATION (CTBTO)

www.ctbto.org

The Comprehensive Nuclear-Test-Ban Treaty bans all nuclear explosions everywhere on the planet. The CTBTO promotes the Treaty and is establishing a global verification regime comprised of 337 monitoring facilities and on-site inspections to ensure that no nuclear explosion goes undetected. The monitoring data are also used for civil purposes such as tsunami warnings and global radiation monitoring. The Executive Secretary is Tibor Tóth.

For further information contact:

Annika Thunborg, Spokesperson and Chief, Public Information

Tel: (+43 1) 26030 6375 Mobile: (+43) 699 1459 6375

Email: annika.thunborg@ctbto.org

OFFICE OF THE UNITED NATIONS HIGH COMMISSIONER FOR REFUGEES (UNHCR)

www.unhcr.at

The agency safeguards the rights and well-being of refugees and the office in Vienna monitors the implementation of Austrian asylum laws according to the Geneva Refugee Convention.

For further information contact:

Ruth Schöffl

Tel: (+43 1) 26060 5307

Email: ausvi@unhcr.org



INTERIM SECRETARIAT OF THE CARPATHIAN CONVENTION – UNITED NATIONS ENVIRONMENT PROGRAMME VIENNA (UNEP-ISCC)

www.unep.at www.carpathianconvention.org

The Interim Secretariat of the Carpathian Convention (ISCC) focuses on the protection and sustainable development of the Carpathian mountain region. UNEP Vienna – ISCC also promotes cooperation on the protection and sustainable development among countries in South-eastern Europe and the Caucasus. It ensures UNEP's liaison with the Secretariats of the Alpine Convention, the Mountain Partnership and the ICPDR.

For further information about UNEP – ISCC contact:

Maria Emilie Lichem

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Email: maria-emilie.lichem@unvienna.org

OFFICE FOR DISARMAMENT AFFAIRS (UNODA) VIENNA OFFICE

www.un.org/disarmament/

UNODA promotes nuclear disarmament and non-proliferation; strengthening of the disarmament regimes in respect to other weapons of mass destruction, such as chemical and biological weapons as well as disarmament efforts in the area of conventional weapons especially landmines and small arms.

For further information contact:

Franz Kolar, Chief, Vienna Office

Tel: (+43 1) 26060 4097

Email: Franz.Kolar@unvienna.org

INTERNATIONAL COMMISSION FOR THE PROTECTION OF THE DANUBE RIVER (ICPDR)

www.icpdr.org

ICPDR promotes international cooperation to make Europe's second largest river, the Danube, cleaner and works to ensure the sustainable and equitable use of waters and freshwater resources in the Danube River Basin, based on the Danube River Protection Convention.

For further information contact:

Benedikt Mandl

Tel: (+43 1) 26060 4373

Email: benedikt.mandl@unvienna.org

UNITED NATIONS SCIENTIFIC COMMITTEE ON THE EFFECTS OF ATOMIC RADIATION (UNSCEAR)

www.unscear.org

UNSCEAR reports on levels and effects of exposure to ionizing radiation to the General Assembly, the scientific community and the general public. The reports provide the scientific basis for evaluating radiation risks and are used by Governments and other international bodies for establishing protection measures.

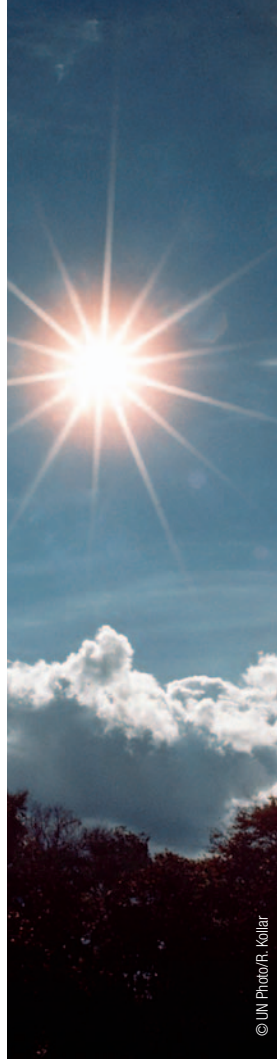
The UNSCEAR secretariat, functionally linked with the United Nations Environment Programme (UNEP), is responsible for disseminating the Committee's findings and is headed by Malcolm Crick, Secretary of UNSCEAR.

For further information contact:

Ferid Shannoun

Tel: (+43 1) 26060 4331

Email: unscear@unscear.org



UNITED NATIONS REGISTER OF DAMAGE CAUSED BY THE CONSTRUCTION OF THE WALL IN THE OCCUPIED PALESTINIAN TERRITORY (UNROD)

www.unrod.org

UNRoD's mandate is to record the damage caused to all natural and legal persons concerned as a result of the construction of the Wall by Israel in the Occupied Palestinian Territory, including in and around East Jerusalem, and to establish and maintain the Register of Damage in documentary form.

The mandate entrusted to UNRoD is being successfully implemented with the collection, by November 2011, of more than 22,000 claims forms and over 240,000 supporting documents in 99 communities with the population of 375,000 Palestinians affected by the construction of the Wall in the Occupied Palestinian Territory. A total of 3,680 of those claims have been processed by the Office of UNRoD in Vienna, reviewed by the Board of UNRoD and included in the Register.

UNITED NATIONS POSTAL ADMINISTRATION (UNPA) <http://unstamps.un.org>

UNPA issues United Nations stamps, which reflect the work of the organization and are valid for postage only on mail sent from United Nations offices.

For further information contact:

Clarissa Fürnsinn

Tel: (+43 1) 26060 5446

Email: clarissa.fuernsinn@unvienna.org

Sources of Information about the United Nations

OFFICE OF THE SPOKESPERSON FOR THE SECRETARY-GENERAL

www.un.org/news/ossg

Based at the United Nations headquarters in New York, the Spokesperson for the Secretary-General is Martin Nesirky. On the Spokesperson's website are details of the Secretary-General's daily schedule and official travels, statements and his "off the cuff" remarks and the highlights and transcripts of the daily briefing.

Tel: (+ 1) 212 963 7162

Email: inquiries@un.org

The daily briefing at 12 noon New York time (6 p.m. Vienna time) can be viewed at: www.unmultimedia.org/tv/webcast/index.html

UNITED NATIONS NEWS CENTRE

www.un.org/news

All the latest news from the United Nations can be found on the News Centre website, as well as links to press releases issued in New York, news conferences, multimedia information, other United Nations resources, news magazines, peacekeeping operations and the rest of the United Nations website.

Journalists can also subscribe to the United Nations news email service:

www.un.org/apps/news/email

THE UNITED NATIONS WEBSITE

www.un.org

To find other United Nations organizations use the web locator for the United Nations system: www.unsystem.org





2012

International Year of Cooperatives

International Year of Sustainable Energy for All



January

1 su

2 mo United Nations Holiday in lieu of 1 January:
New Year's Day

3 tu

4 we

5 th

6 fr

7 sa

8 su

9 mo

10 tu

11 we

12 th

13 fr

14 sa

15 su

16 mo The World Future Energy Summit – Launch of the International
Year of Sustainable Energy for All, Abu Dhabi

17 tu

18 we

19 th

20 fr

21 sa

22 su

23 mo

24 tu

25 we

26 th

27 fr International Day of Commemoration
of the victims of the Holocaust

28 sa

29 su

30 mo

31 tu

February

1 we

2 th

3 fr

4 sa World Cancer Day (WHO)

5 su

6 mo [6-17 February](#) OOSA: Committee on the Peaceful Uses of Outer Space: Scientific and Technical Subcommittee, forty-ninth session, Vienna

7 tu

8 we

9 th

10 fr

11 sa

12 su

13 mo

14 tu

15 we

16 th UNODC: Third Ministerial Conference of the Paris Pact Partners on Combating the Afghan Illicit Opiate Trade, Vienna

17 fr

18 sa

19 su

20 mo World Day of Social Justice

21 tu International Mother Language Day (UNESCO)

22 we

23 th

24 fr

25 sa

26 su

27 mo

28 tu

29 we

March

1 th

2 fr

3 sa

4 su

5 mo

5-9 March IAEA: Board of Governors, Vienna

6 tu

7 we

8 th International Women's Day

9 fr

10 sa

11 su

12 mo

12-16 March UNODC: Commission on Narcotic Drugs, fifty-fifth session, Vienna

13 tu

14 we

15 th

16 fr

17 sa 15th anniversary of the opening of the CTBTO offices in Vienna

18 su

19 mo 19-30 March UNOOSA: Committee on the Peaceful Uses of Outer Space: Legal Subcommittee, fifty-first Session, Vienna

20 tu French Language Day at the United Nations

21 we International Day for the Elimination of Racial Discrimination
International Day of Nowruz

22 th World Day for Water

23 fr World Meteorological Day

24 sa International Day for the Right to the Truth of Victims of Gross Human Rights Violations and for the Dignity of Victims

International Day of Remembrance of the Victims of Slavery and the Transatlantic Slave Trade

25 su International Day of Solidarity with Detained and Missing Staff Members

26 mo

27 tu

28 we

29 th

30 fr

31 sa

April

1 su

2 mo World Autism Awareness Day

3 tu

4 we International Day for Mine Awareness and Assistance
in Mine Action

5 th

6 fr United Nations Holiday in Vienna: Good Friday

7 sa Day of Remembrance of the Victims of the Rwanda Genocide
World Health Day

8 su

9 mo United Nations Holiday in Vienna: Easter Monday

10 tu

11 we

12 th International Day of Human Space Flight

13 fr

14 sa

15 su

16 mo

17 tu

18 we

19 th

20 fr Chinese Language Day at the United Nations

21 sa

22 su International Mother Earth Day

23 mo English Language Day at the United Nations
World Book and Copyright Day

24 tu [23-27 April](#) UNODC: Commission on Crime Prevention
and Criminal Justice, twenty-first session, Vienna

25 we World Malaria Day (WHO)

26 th World Intellectual Property Day (WIPO)

27 fr

28 sa World Day for Safety and Health at Work (ILO)

29 su The Day Of Remembrance For All Victims Of Chemical Warfare

30 mo

May

1 tu United Nations Holiday in Vienna: May Day

2 we

3 th World Press Freedom Day

4 fr

5 sa

6 su

7 mo

8 tu [8-9 May](#) Time of Remembrance and Reconciliation for
Those Who Lost Their Lives during the Second World War

9 we

10 th

11 fr

12 sa

13 su

14 mo

15 tu International Day of Families

16 we

17 th World Telecommunication and Information Society Day

18 fr

19 sa

20 su

21 mo World Day for Cultural Diversity for Dialogue and Development

22 tu International Day for Biological Diversity

23 we [21-25 May](#) UNSCEAR: Fifty-ninth session of the
United Nations Scientific Committee on the Effects
of Atomic Radiation, Vienna

24 th

25 fr [25-31 May](#) Week of Solidarity with the Peoples
of Non-Self-Governing Territories

26 sa

27 su

28 mo United Nations Holiday in Vienna: Whit Monday

29 tu International Day of United Nations Peacekeepers

30 we

31 th World No-Tobacco Day

June

1 fr

2 sa

3 su

4 mo International Day of Innocent Children Victims of Aggression

4-8 June IAEA: Board of Governors, Vienna

5 tu World Environment Day

6 we Russian Language Day at the United Nations

6-15 June UNOOSA: Committee on the Peaceful Uses of Outer Space: fifty-fifth session, Vienna, Exhibition on the 40th Anniversary of Landsat – the first Earth-observation satellite mission, Vienna

8 fr World Oceans Day

9 sa

10 su

11 mo

12 tu World Day Against Child Labour (ILO)

13 we

14 th World Blood Donor Day (WHO)

14-15 June CTBTO: Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization, thirty-eighth session, Vienna

15 fr

16 sa

17 su World Day to Combat Desertification and Drought

18 mo 18 June-6 July UNCITRAL: United Nations Commission on International Trade Law, forty-fifth session, New York

19 tu

20 we World Refugee Day

20-22 June United Nations Conference on Sustainable Development (Rio+20)

21 th

22 fr

23 sa United Nations Public Service Day
International Widow's Day

24 su

25 mo

26 tu International Day against Drug Abuse and Illicit Trafficking
International Day in Support of Victims of Torture

27 we

28 th

29 fr International Danube Day

30 sa

July

1 su

2 mo

3 tu

4 we

5 th

6 fr

7 sa International Day of Cooperatives (first Saturday of July)

8 su

9 mo

10 tu

11 we World Population Day

12 th

13 fr

14 sa

15 su

16 mo

17 tu

18 we Nelson Mandela Day

19 th

20 fr

21 sa

22 su

23 mo

24 tu

25 we

26 th

27 fr

28 sa

29 su

30 mo

31 tu

August

1 we

2 th

3 fr

4 sa

5 su

6 mo [6-9 August](#) Commemoration of the bombings of Hiroshima
and Nagasaki

7 tu

8 we

9 th International Day of the World's Indigenous People

10 fr

11 sa

12 su International Youth Day

13 mo

14 tu

15 we

16 th

17 fr

18 sa

19 su World Humanitarian Day

20 mo United Nations Holiday in Vienna: Eid al-Fitr

21 tu

22 we

23 th International Day for the Remembrance of the Slave Trade
and its Abolition

24 fr

25 sa

26 su

27 mo

28 tu

29 we International Day against Nuclear Tests

30 th International Day of the Victims of Enforced Disappearances

31 fr

September

1 sa

2 su

3 mo

4 tu

5 we

6 th

7 fr

8 sa International Literacy Day

9 su

10 mo World Suicide Prevention Day (WHO)
10-14 September IAEA: Board of Governors, Vienna

11 tu

12 we

13 th

14 fr

15 sa International Day of Democracy

16 su International Day for the Preservation of the Ozone Layer

17 mo

17-21 September IAEA: General Conference, fifty-sixth session, Vienna

18 tu

18-20 September United Nations Economic Commission for Europe, Ministerial Conference on Ageing, Vienna

19 we

20 th

21 fr International Day of Peace

22 sa

23 su

24 mo IAEA: Board of Governors, Vienna

25 tu

26 we

27 th World Tourism Day
World Maritime Day (last Thursday in September)

28 fr World Rabies Day (WHO)

29 sa

30 su World Heart Day (WHO) (last Sunday in September)

during third week of September Ministerial Meeting on the Comprehensive Nuclear-Test-Ban Treaty (CTBT), New York

October

1	mo	International Day of Older Persons World Habitat Day (first Monday in October)
2	tu	International Day of Non-Violence
3	we	
4	th	4-10 October World Space Week
5	fr	World Teachers' Day (UNESCO)
6	sa	
7	su	
8	mo	
9	tu	World Post Day (IPLU)
10	we	World Mental Health Day
11	th	
12	fr	Spanish Language Day at the United Nations
13	sa	International Day for Natural Disaster Reduction
14	su	
15	mo	International Day of Rural Women 15-19 October UNODC: Conference of the Parties to the United Nations Convention against Transnational Organized Crime, sixth session, Vienna (tent.)

16	tu	World Food Day
17	we	International Day for the Eradication of Poverty
18	th	
19	fr	
20	sa	World Statistics Day
21	su	
22	mo	22-24 October CTBTO: Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization, thirty-ninth session, Vienna
23	tu	
24	we	United Nations Day World Development Information Day
25	th	United Nations Holiday in Vienna in lieu of 26 October (Austrian National Day) 24-30 October Disarmament Week
26	fr	United Nations Holiday in Vienna: Eid al-Adha
27	sa	World Day for Audiovisual Heritage (UNESCO)
28	su	
29	mo	
30	tu	
31	we	

November

1 th

2 fr

3 sa

4 su

5 mo

6 tu International Day for Preventing the Exploitation
of the Environment in War and Armed Conflict

7 we

8 th

9 fr

10 sa World Science Day for Peace and Development (UNESCO)

11 su

12 mo

13 tu

14 we World Diabetes Day (WHO)

15 th

16 fr International Day for Tolerance

17 sa

18 su World Day of Remembrance for Road Traffic Victims
(third Sunday of November)

19 mo

20 tu Africa Industrialization Day
Universal Children's Day

21 we World Television Day

22 th

23 fr

24 sa

25 su International Day for the Elimination of Violence against Women

26 mo

27 tu

28 we

29 th IAEA: Board of Governors, Vienna
International Day of Solidarity with the Palestinian People

30 fr

December

1 sa World AIDS Day
Closing Event – International Year of Sustainable Energy for All

2 su International Day for the Abolition of Slavery

3 mo International Day of Persons with Disabilities

4 tu

5 we International Volunteer Day for Economic and Social Development

6 th

7 fr International Civil Aviation Day

8 sa

9 su International Anti-Corruption Day

10 mo Human Rights Day

11 tu International Mountain Day

12 we

13 th

14 fr

15 sa

16 su

17 mo

18 tu Arabic Language Day at the United Nations
International Migrants Day

19 we United Nations Day for South-South Cooperation

20 th International Human Solidarity Day

21 fr

22 sa

23 su

24 mo

25 tu United Nations Holiday in Vienna: Christmas Day

26 we United Nations Holiday in Vienna: St. Stephen's Day

27 th

28 fr

29 sa

30 su

31 mo

Practical information: services and facilities in the Vienna International Centre

All shops and services are open from Monday-Friday unless otherwise stated.

Banking services: the two branches of Bank Austria with ATM machines outside are on the first floor of the C-Building (C0113) and on the ground floor of the D-Building. Both open from 9 a.m.–3 p.m. and until 5.30 p.m. on Thursdays.

Catering services: the VIC Cafeteria on the ground floor is open from 7.30–10 a.m. and 11.30 a.m.–2.30 p.m. (Coffee Corner 8 a.m.–3.30 p.m.). The VIC Restaurant also on the ground floor of F building is open from 11.30 a.m.–2.30 p.m. Table reservations can be made on the internal extension 4877. The Coffee Bar on the ground floor of the M building is open from 9 a.m.–4.30 p.m. The Bar/Cocktail Lounge on the ground floor of F building is open from 11.30 a.m.–3 p.m. and 4.30–8 p.m.

International newspapers, magazines, books and public transport tickets are available from the Morawa [newspaper stand](#) on the ground floor of the rotunda which is open from 6 a.m.–6 p.m.

The [pharmacy](#) on the seventh floor of F building sells over-the-counter and prescription drugs and is open from 10 a.m.–5 p.m. Internal extension: 21599.

Post Office: on the first floor of the C building (C0101) open from 8 a.m.–6 p.m.

Visitors Centre at Gate 1

There is a flower shop, a hairdressing salon, UNO Café, and various gift counters and stamps for sale at the Visitors Centre at Gate 1.

How to reach the VIC by public transport

Take the U1 underground line (U-Bahn) to Kaisermühlen-Vienna International Centre.

Other useful internal telephone numbers

Directory inquiries:

IAEA: 91

CTBTO: 94

UNIDO/UNOV: 93

Emergency: 99

Lost and Found: Internal extension: 3903 (FOE 21)

Medical emergencies: 22222 (8.30–5.30 p.m.)

For all UNIS press releases and information on all UNIS events and press briefings, go to www.unis.unvienna.org and follow us on Facebook, Twitter, Flickr and YouTube.