

HANDBOOK FOR PARTICIPANTS



Turin
14 - 18 May 2007

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1. INTRODUCTION

The Turin Conference is an officially organized and sponsored Italian event, aimed at contributing to the development of International Criminal Law and Justice.

The establishment and the activity of the international Tribunals have produced remarkable advances in international criminal law, and contributed to lay down the foundation of the international criminal legal system now embodied in the Rome Statute of the International Criminal Court.

In light of the forthcoming expiration of the mandates of ICTY, ICTR and SCSL, the *Conférence on International Criminal Justice* will focus on the establishment of the system of International Criminal Justice, and deal with the Legacy of the UN *ad hoc* International Tribunals, through a review of its best practices and case-law, as well as with the ICC Review Conference issues, including with the definition of the crime of aggression.

Invitations, provisional agenda and registration forms for the Conference were sent to States and other entities in February and March 2006.

The Conference is convened and organized by the President of the Military Tribunal of Turin, Judge Roberto Bellelli.

A Conference Secretariat has been established within the Military Tribunal.

2. VENUE AND DATES

The Conference is convened from 14 to 18 May 2007.

The opening of the Conference will take place on Monday, 14 May, at 09.00 hours at the “Centro Congressi Lingotto”, Via Nizza No. 280, Torino, Italy. Participants are requested to be seated by 08.45 hours.

The following days, the Conference will be re-convened at the “Centro Congressi della Regione Piemonte”, Corso Stati Uniti No. 23, Torino, Italy.

Further organizational changes might take place, and will be announced in Conference rooms.

Online documentation: www.torinoconference.com

4. REGISTRATION

All participants are noticed that they will be admitted to the Conference only upon presentation of a valid ground pass. Registration forms were distributed to States and other eligible participants, and are available on the website (follow the link to “participation”).

NGOs wishing to attend the Conference must submit a written request naming each of its representatives on official letterhead to the Secretariat by 30 April 2007. NGO representatives will have to present the letter issued by the Secretariat, confirming their eligibility to attend the meetings, to the registration desk to obtain a Conference pass.

The on-site registration of participants will take place at the registration desk of the Congress Centre, from 08.00 - 18.00 hours, from 14 May through 18 May. Conference passes will be issued upon presentation of a valid identification document, preferably a passport.

5. PARTICIPANTS

STATES

All States are entitled to participate in the Conference and to submit documentation. Each State shall be represented by one representative, who may be accompanied by further members of his delegation.

INTERGOVERNMENTAL ORGANIZATIONS AND OTHER ENTITIES

Entities, (regional) intergovernmental organizations and other entities with a United Nations General Assembly (UNGA) standing invitation, as well as other international bodies who were invited to the 1998 Rome Conference, accredited to the Preparatory Commission or invited by the Assembly of State Parties of the International Criminal Court (the Assembly), may also participate.

NON-GOVERNMENTAL ORGANIZATIONS (NGOS)

NGOs invited to the Rome Conference in 1998, registered to the Preparatory Commission for the International Criminal Court, or having consultative status with ECOSOC whose activities are relevant to the activities of the ICC, and other NGOs invited by the Assembly may also attend.

INTERNATIONAL TRIBUNALS AND COURTS

The Presidents, the Prosecutors and the Registrars of International criminal Tribunals and Courts, or their representatives, as well as representatives of other relevant forms of internationalized jurisdictions, are invited to attend and will take active part into the Conference.

OTHERS

Invitations were also sent to a selection of Universities, relevant Research Institutes, Italian professionals (Judges, Prosecutors, Lawyers, Police Forces), and Army Officers.

6. LIST OF PARTICIPANTS

A draft list of participants will be produced during the course of the Conference.

7. MEETINGS

The Conference meetings shall be held in public.

A draft Agenda is available on the web site (www.torinoconference.com) and may be changed according to availability of speakers.

Unless otherwise indicated, morning meetings will be held from 09.00 to 13.00 hours; afternoon meetings from 15.00 to 18.00 hours

8. LANGUAGES

Simultaneous interpretation into English, French, and Italian will be provided.

9. SEATING ARRANGEMENTS

States will be seated in English alphabetical order, starting with the State drawn by lot. International/Intergovernmental organizations, representatives from the Tribunals, NGOs and others will be seated in designated areas.

10. SECURITY AND SAFETY

Delegates are reminded not to leave briefcases or any valuable items unattended in the meeting rooms. Participants are advised to carry their valuables safely, especially at railway stations and while on public transport.

Restrictions will be in place on the use of cellular telephones, radio transmitters, recording devices and camera equipment inside the conference area.

Security of the Conference will be provided by Police Forces.

11. EMERGENCY AND MEDICAL SERVICE

The main number to call in case of **emergencies** (robberies, thefts, assaults, accidents and health emergencies) is **113** or **112**, **which respectively correspond to Police and Carabinieri, and are active** 24 hours a day, 7 days a week.

For First Aid, dial **118**. Through this number you can contact the healthcare and ambulance network for transport to the nearest hospital or health facility. A helicopter ambulance service is also available.

The nearest and main general hospital is the Azienda Ospedaliera San Giovanni Battista (Molinette):

- Emergency Room, Corso Bramante, 88, tel. 011/6335294 or 011/6335248;
- Anti Poisoning Center, Corso A.M. Dogliotti, 14, tel. 011/6637637

12. SOCIAL EVENTS

Social events will be announced separately.

13. HOTELS

All participants are solely responsible for the reservations and payments of hotel rooms. It is advisable to make reservations as soon as possible, due to limited availability in the Conference week.

A list of hotels with which particular arrangements have been made is available on the Conference website.

14. CATERING

A catering service will be provided at lunch time only for invited participants showing a valid ground pass.

15. TELEPHONE

If you are calling from outside Italy, insert the country code (+39) and the city code (011) before the telephone number. From within Italy, calls to Torino and in the city, simply dial the city code and the telephone number.

For directory assistance in English, for numbers within and outside Italy, dial 1254 and after the registered message, press 2.

16. POSTAL SERVICES

Stamps can be bought in Post Office or in “Tabacchi” Shops, exposing a white T on a black ground outside the shop.

A map with Post Offices in the city is available at <http://www.comune.torino.it/posteto/piantina.html>

17. TAXIS

Participants are advised to only use licensed taxis which are easily recognisable by the white colour and the exhibition of the word “taxi” on a plate on the top of the car.

You can order a taxi by calling the official companies:

- Pronto taxi, via Giambattista Viotti 1, tel. 011/5737;
- Radio taxi, via Santa Teresa 3, tel. 011/541050.

For taxis offering a flat rate, see <http://www.comune.torino.it/pdf/taxi-amico.pdf>.

18. TRANSPORTATION

The Conference Organization will provide, when needed, a shuttle service from meeting points in the Town Centre to the Conference rooms. This information will be available upon arrival of participants.

Full information about public transportation (including network maps, ticket, prices and parking facilities in the city) is available at <http://www.comune.torino.it/gtt/en/howtouse>.

How to get to Turin: <http://www.comune.torino.it/canaleturismo/en/arrive.htm>.

Public transport in the Region/Province: <http://www.regione.piemonte.it/ptplweb/index.do?lang=en>.

Public train company in Italy: <http://www.trenitalia.com/en/index.html>.

19. BANK AND CURRENCY EXCHANGE

The currency of Italy is the EURO. Credit cards are accepted at most stores, restaurants and hotels. Smaller shops, however, may only accept cash.

Cash dispensers are available at almost all banks, while currency exchange facilities may also be found in banks and in the railway stations.

20. SHOPS

Opening hours of small shops most commonly range from 8.30 until 12.30 and from 15.30 to 19.30, whilst larger shops, especially in the center of the city, open around 10.00 and stay open around 21.00, on Sundays included.

21. CONGRESS CENTERS FACILITIES

Cloakrooms are available in the Lounges of the Congress Centres.

Internet points will also be located within the premises.

Parking in the immediate vicinity of the Conference venue is easily accessible.

22. CONTACT INFORMATION

SECRETARIAT OF THE CONFERENCE ON INTERNATIONAL CRIMINAL JUSTICE

Mailing and Street address Phone/Fax/ E Mail numbers

Via Giuseppe Verdi 3	<i>Phone</i>	+39 011 885 934
10124 Torino, Italy	<i>Fax</i>	+ 39 011 88 33 72 or + 39 011 83 91 332
	<i>E Mail</i>	torinoconference.secretariat@yahoo.it

23. ANNEX

VISAS

Members of delegations, representatives of international organizations, non-governmental organizations, and the media are responsible for obtaining an appropriate visa entry into Italy if they need one. Visas may be applied for at a diplomatic or consular mission of Italy in the delegates' country of residence. Upon presentation of the invitation letter from the Secretariat of the Conference, special facilitation in the issuance of visas will be granted, provided that applicants **promptly** submit their request to the competent authorities. Applicants for visas are invited to inform the Secretariat as soon as they submit their application.

In case of a country where Italy does not have a consular or diplomatic mission, delegates may obtain a visa from the mission of another Schengen country that is responsible for issuing visas on behalf of Italy. The Schengen countries are: Austria, Belgium, Denmark, Finland, France, Germany, Greece, Iceland, Italy, Luxembourg, the Netherlands, Norway, Portugal, Spain, and Sweden.

Nationals bearing ordinary passports of the following countries are subject to visa obligations: Afghanistan, Albania, Algeria, Angola, Antigua and Barbuda, Armenia, Azerbaijan, Bahamas, Bahrain, Bangladesh, Barbados, Belarus, Belize, Benin, Bhutan, Bosnia and Herzegovina, Botswana, Bulgaria, Burkina Faso, Burundi, Cambodia, Cameroon, Cape Verde, Central Africa, Chad, China, Colombia, Comoro Islands, Congo, Congo (Democratic Republic), Côte d'Ivoire, Cuba, Djibouti, Dominica, Dominican (Republic), East Timor, Ecuador, Egypt, Equatorial Guinea, Eritrea, Ethiopia, Fiji, Gabon, The Gambia, Georgia, Ghana, Granada, Guinea, Guinea Bissau, Guyana, Haiti, India, Indonesia, Iran, Iraq, Jamaica, Jordan, Kazakhstan, Kenya, Kyrgyzstan, Kiribati, Kuwait, Laos, Lebanon, Lesotho, Liberia, Libya, Macedonia (the Former Yugoslav Republic of), Madagascar, Malawi, Maldives, Mali, Marshall Islands, Mauritania, Mauritius, Micronesia, Moldova, Mongolia, Morocco, Mozambique, Myanmar, Namibia, Nauru, Nepal, Niger, Nigeria, North Korea, Northern Marianas, Oman, Pakistan, Palau, Palestinian National Authority, Papua-New Guinea, Peru, the Philippines, Qatar, Romania, Russia, Rwanda, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Solomon, Sao Tome and Principe, Saudi Arabia, Senegal, Seychelles, Sierra Leone, Somalia, South Africa, Sri Lanka, Sudan, Suriname, Swaziland, Syria, Tajikistan, Taiwan, (non-recognized territorial entity), Tanzania, Thailand, Togo, Tonga, Trinidad and Tobago, Tunisia, Turkey, Turkmenistan, Tuvalu, Uganda, Ukraine, United Arab Emirates, Uzbekistan, Vanuatu, Vietnam, Western Samoa, Yemen, Federal Republic of Yugoslavia (Serbia-Montenegro), Zambia, Zimbabwe.

Participants from member States of the European Union and Schengen countries as well as the following countries **do not** require a visa for entry into Italy: Austria, Belgium, Denmark, Finland, France, Germany, Greece, Iceland, Ireland, Italy, Lichtenstein, Luxembourg, The Netherlands, Norway, Portugal, Spain, Sweden, United Kingdom Cyprus, Czech Republic, Bulgaria, Estonia, Croatia, Latvia, Lithuania, Malta, Hungary, Poland, Romania, Slovakia and Slovenia.

For further information about visa: http://www.esteri.it/eng/5_32_183.asp .