



铁路合作组织委员会
波兰共和国
00-681 华沙
霍扎街63/67号

КОМИТЕТ ОРГАНИЗАЦИИ
СОТРУДНИЧЕСТВА
ЖЕЛЕЗНЫХ ДОРОГ
ул. Хожа 63/67
00-681 Варшава
Республика Польша

KOMITEE DER ORGANISATION
FÜR DIE ZUSAMMENARBEIT
DER EISENBAHNEN
ul. Hoża 63/67
00-681 Warschau
Republik Polen

COMMITTEE OF THE ORGANISATION
FOR CO-OPERATION
BETWEEN RAILWAYS
ul. Hoża 63/67
00-681 Warsaw
Republic of Poland

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CT7/2/19

Warsaw, 24 January 2019

**Ministers of Foreign Affairs
of Member States of Organisation
for Co-operation of Railways**

OSJD Members

**Federal Republic of Germany,
Republic of Korea,
UNECE ITC, UNESCAP,
DG MOVE,
Eurasian Economic Commission,
OTIF, ECO,
CIT, UIC, CCTT,**

For information:

**Members of Conference of General Directors
(Plenipotentiary representatives) of OSJD Railways**

Honourable Ministers, Ladies and Gentlemen!

In accordance with Paragraph 1 of Article 10 of the Rules of Procedure of International Conference on adoption of the text of Convention on International Direct Railway Traffic and in execution of the decision taken by Session V of the Conference, **Session VI of the Conference is due to be convened on 25-29 March 2019 in the city of Warsaw (Republic of Poland) in the “Marriott” Hotel. The Session begins at 09.00 a.m. Please find attached draft agenda and programme for the Conference.**

The Conference participants with the right to vote must have their required credentials in accordance with Paragraph 2 of Article 2 of the Rules of Procedure of the Conference, i.e. the credentials must be issued either by the Head of State or Government or by the Minister of Foreign Affairs.

To its deep sorrow, the OSJD Committee got to know about the decease of the Chairman of the Conference Mr. Aristov Sergey, State Secretary – Deputy Minister of Transport of the Russian Federation, who has made invaluable contribution in development of the OSJD as a supervisor of OSJD issues in his country and the Chairman of our Conference as well. In view of the necessity to elect new Chairman of the Conference, I kindly request, first of all, the Party to the Conference from the Russian Federation whose representative has fulfilled this function, to represent an officer candidate in advance. Therefore, it is proposed to add new item 2 “Election of Chairman of the Conference” to the agenda of Session VI of the Conference.

Literal errors or misprints have been identified in the Minutes of Session V of the Conference (please find the list of misprints attached), which are due to the mode of work in the course of the Session. The Conference Secretariat would like to propose changing the procedure for distribution of the Minutes, taking place on the day of signing, which would make it possible to avoid this kind of situations in future.

The delegation members participating in the Conference will be accommodated in the “Marriott” hotel with which an agreement is concluded on comprehensive services. The hotel is located in the centre of the city near the Warsaw Central railway station.

The agreed reduced price for a single room is equal to 530 Polish zloty (about 127 Euros according to the current exchange rate), for a double room – 575 Polish zloty (about 137 Euros according to the current exchange rate), for an apartment – 907 Polish zloty (about 217 Euros according to the current exchange rate), including VAT.

The Conference participants that require visa must have personal invitations from OSJD Committee to show them in the Embassies of the Republic of Poland. Visas are not issued at the Warsaw Airport.

Please find attached the Applicant Form for a Conference participant, which we kindly request you to complete and send it to OSJD Committee before **22 February 2019** by e-mail as follows: osjd@osjd.org.pl and by fax: +4822 621 94 17 or +4822 657 36 55. If Applicant Forms have not been submitted before the indicated deadline, the hotel will not guarantee the said prices and available rooms.

An unrevoked reservation of a hotel room entails the obligation to pay for the entire period.

For further information on organizational matters, please contact OSJD Committee’s representatives as follows:

- Mr. B. Szczerbinski – Head of Administration Office (incl. visa-related issues)
Tel. (+4822) 657 36 33 or 657 36 34
E-mail: szczerbinski@osjd.org.pl

- Mr. S. Car – OSJD Committee Legal Officer
Tel. (+4822) 657 36 22
E-mail: car@osjd.org.pl

Sincerely yours,

Tadeusz SZOZDA



Chairman of OSJD Committee

Attachments to letter No CT7/2/19 dated 24 January 2019 are as follows:

1. Draft agenda of the Conference;
2. Draft Programme of the Conference;
3. Applicant Form of the Conference participant.
4. List of misprints in the Minutes of Session V of the Conference.

Draft

Agenda
Session VI
**International Conference on adoption of the text of the Convention on International
Direct Railway Traffic**

(25-29 March 2019, Warsaw, Republic of Poland)

1. Adoption of the agenda of Session VI.
2. Election of the Chairman of the Conference.
3. Organisation of work of the working group set up by Session IV of the Conference.
4. Discussion of the text of the Convention on International Direct Railway Traffic.
5. Date and agenda of Session VII of the Conference.

WORK SCHEDULE
Session VI
International Conference on adoption of the text
of Convention on International Direct Railway Traffic
(25-29 March 2019, Warsaw, Republic of Poland)

25 March, Monday

- 09:00 – 10:00 Registration of the Conference participants at the entrance of the “Grand Ballroom”, “Marriott” hotel, submission of credentials to the Conference secretariat
- 10:00 – 11:00 Opening the session of the conference, discussion of organisational and procedural matters (“Grand Ballroom”, “Marriott” hotel)
- 11:00 - 11:30 Coffee break
- 11:30 – 13:00 Session of the Conference (“Grand Ballroom”, “Marriott” hotel)
- 13:00 – 14:30 Lunch break (“Lilla Weneda” restaurant, “Marriot” hotel)
- 14:30 – 16:00 Session of the Conference (“Grand Ballroom”, “Marriott” hotel)
- 16:00 – 16:30 Coffee break
- 16:30 – 18:00 Session of the Conference (“Grand Ballroom”, “Marriott” hotel)

26 March, Tuesday

- 09:00 – 11:00 Session of the Conference (“Grand Ballroom”, “Marriott” hotel)
- 11:00 – 11:30 Coffee break
- 11:30 – 13:00 Session of the Conference (“Grand Ballroom”, “Marriott” hotel)
- 13:00 – 14:30 Lunch break (“Lilla Weneda” restaurant, “Marriot” hotel)
- 14:30 - 16:00 Session of the Conference (“Grand Ballroom”, “Marriott” hotel)
- 16:00 - 16:30 Coffee break
- 16:30 – 18:00 Session of the Conference (“Grand Ballroom”, “Marriott” hotel)

27 March, Wednesday

- 09:00 – 11:00 Session of the Conference (“Grand Ballroom”, “Marriott” hotel)
- 11:00 – 11:30 Coffee break
- 11:30 – 13:00 Session of the Conference (“Grand Ballroom”, “Marriott” hotel)
- 13:00 – 14:30 Lunch break (“Lilla Weneda” restaurant, “Marriot” hotel)

14:30 - 16:00 session of the Conference (*“Grand Ballroom”, “Marriott” hotel*)
16:00 - 16:30 coffee break
16:30 – 18:00 session of the Conference (*“Grand Ballroom”, “Marriott” hotel*)

28 March, Thursday

09:00 – 11:00 session of the Conference (*“Grand Ballroom”, “Marriott” hotel*)
11:00 – 11:30 coffee break
11:30 – 13:00 session of the Conference (*“Grand Ballroom”, “Marriott” hotel*)
13:00 – 14:30 lunch (*“Lilla Weneda” restaurant, “Marriot” hotel*)
14:30 - 16:00 session of the Conference (*“Grand Ballroom”, “Marriott” hotel*)
16:00 - 16:30 coffee break
16:30 – 18:00 proof-reading of the minutes of the session (*“Grand Ballroom”, “Marriott” hotel*)

29 March, Friday

09:00 – 10:30 continuation of proof-reading of the minutes of the session
(*“Grand Ballroom”, “Marriott” hotel*)
11:00 – 12:00 signing of the Minutes of the Session of the Conference (*зал*)
(*“Grand Ballroom”, “Marriott” hotel*)

APPLICANT FORM
International Conference on adoption of the text of International Convention
on International Direct Railway Traffic
(Warsaw, Republic of Poland, 25-29 March 2019)

Country _____

Sir name, First name _____
(with Latin letters as well)

Place of employment, occupation _____

Tel., fax, e-mail _____

Passport series/number _____

Date/time of arrival in Warsaw _____

Train number _____ Flight number _____

Date/time of departure from Warsaw _____

Train number _____ Flight number _____

Do you require an invitation? Yes No

If yes, then:

Date and place of birth _____

Nationality _____ Sex M F

Home address _____

Place of visa issue _____

I request to book from ____ till ____ March 2019 a room in the "Marriott" hotel:

Room	Single	Double	Apartment
Price	530 PLZ	575 PLZ	907 PLZ

Signature