



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 Warszawa
Republik Polen

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

电话/Тел./Tel.: (+48) 22 657 36 00
传真/Факс/Fax: (+48) 22 621 94 17, 657 36 54

e-mail: osjd@osjd.org.pl
www.osjd.org

CT7/1/20

Warsaw, 13 January 2020

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

OSJD Members

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

For information of:

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

Honourable Ministers, Ladies and Gentlemen,

Under paragraph 1, Article 10 of the Rules of Procedure of the International Conference on the Adoption of the Text of the Convention on International Direct Railway Traffic, and pursuant to the decision made by Session VI of the Conference, **Session VII of the Conference is hereby called to be held in Warsaw, the Republic of Poland, at the Renaissance Warsaw Airport Hotel on 09-13 March 2020.** The Session is scheduled to start at 09:00. Please find attached a draft agenda and the program for the Session.

Voting participants in the Conference are required to be duly authorized and have appropriate credentials under paragraph 2, Article 2 of the Conference's Rules of Procedure, i.e. the credentials must be issued by the Head of State, or Head of the Government, or Minister of Foreign Affairs.

Participants in the Conference will be provided accommodations at the Renaissance Warsaw Airport Hotel under our comprehensive service contract. The hotel is located next to the Warsaw airport.

Under the contract, the privileged (reduced) per night rates are 509,76 Polish zlotys (approximately EUR 120 at a current exchange rate) for a single room, 596,16 Polish zlotys (approximately EUR 140 at a current exchange rate) for a double room, and 768,96 Polish zlotys (approximately EUR 181 at a current exchange rate) for an apartment. All rates are inclusive of VAT.

Those Conference participants who are required to have visas need to obtain personal invitation letters from the OSJD Committee in order to provide them to the Embassies of the Republic of Poland. No visas are granted at the Warsaw airport.

Please find attached a Conference Participant's Registration Form. Please complete and forward it to the OSJD Committee by email osjd@osjd.org.pl or by fax +4822 621 94 17 or + 4822 657 36 55 **before 12 February 2020.** The hotel will guarantee neither room availability nor the privileged rates indicated above unless the Registration Forms have been received by the said date.

Unless duly cancelled, a hotel reservation has to be paid for its full period.

For further information on administrative matters, please contact OSJD Committee representatives as follows:

- Mr. B. Szczerbinski, Head of Administrative Office (visa-related issues)
phone: (+4822) 657 36 33 or 657 36 34
email: szczerbinski@osjd.org.pl
- Mr. S. Car – OSJD Committee Legal Officer
phone: (+4822) 657 36 22
email: car@osjd.org.pl

Sincerely,

Tadeusz Szozda
Chairman, OSJD Committee



Attachments to this Letter No. CT7/1/20 of 13 January 2020:

1. Draft Agenda of the Conference.
2. Draft Program of the Conference.
3. Conference Participant's Information Form.