

**International Conference on the Management of Spent Fuel from  
Nuclear Power Plants – Meeting the Moment  
10 – 14 June 2024  
Vienna, Austria**

**Logistical Information**

- Location:** International Atomic Energy Agency  
Vienna International Centre (VIC)  
Wagramer Strasse 5  
1400 Vienna, Austria  
BR-C, C-Building
- On Site Registration / Issuance of entry badges:** **Vienna International Centre (VIC), Gate 1**  
On-site registration is handled by the UN Security and Safety Service (UNSSS) with the issuance of a photo badge. Please bring with you an identification document with picture to facilitate your entry to the meeting premises and to facilitate the registration process.
- Monday: 07:30 – 16:00 (early opening for conference registrations)**  
Tuesday to Friday: 08:00 – 16:00
- When arriving on Monday, please ensure you arrive at least one hour before the opening session as a high number of attendees and long queues are to be expected.
- Opening Session:** Monday, 10 June 2024      **09:00** – 10:30 hrs (new starting time)
- Closing Session:** Friday, 14 June 2024      12:30 – 13:00 hrs
- Hotel Accommodation:** Participants must make their own travel and hotel arrangements. Hotels which are offering a reduced rate for conference participants are listed on [www.iaea.org/events/hotel-list](http://www.iaea.org/events/hotel-list).
- Should participants wish to take advantage of the reduced rates, reservations should be made by e-mailing the hotel directly and not online via the hotel website or booking portals. Please note all rates are subject to availability and may not be available during peak times. The IAEA is not in a position to assist participants with hotel bookings, nor can the IAEA assume responsibility for paying cancellation fees or for re-bookings and no shows.
- Visa:** If participants require a visa to enter Austria, please follow the information provided on [www.iaea.org/events](http://www.iaea.org/events).
- Conference Website:** Please visit the [conference website](#) regularly for updated information.
- IAEA Website:** The following logistical information is available on the IAEA website: [www.iaea.org/events](http://www.iaea.org/events)
- Guide to the Vienna International Centre (VIC)  
Hotel Information; Vienna Information  
Vienna Sightseeing.  
Vienna Metro Map  
Austria Visa Information  
Code of Conduct – To prevent Harassment, Including Sexual Harassment, at UN System events.
- Conference Material:** The [preliminary programme](#) is available on the [conference website](#) and a final version will be uploaded prior to the start of the event.

**Conference App / virtual attendance:**

A mobile conference application (app) will be available for all registered participants for use either on the smart phone/iPad or on the personal computer/laptop (see information below). Via the app, users will be able to view the latest programme, all abstracts, the list of participants, message other participants, follow the presentations in the 'Live Stage' and view presentations released after the event.

Towards the end of the week prior to the conference, all participants will automatically receive an e-mail notification from [messages@superevent.com](mailto:messages@superevent.com) which will provide users with login information to the app. Should you not receive this email, please check your spam folder.

**App profile / password:**

Any new user has to download the app free of charge via the [App Store](#) or [Google Play](#) and create a profile (email and password). If you have used the app before, make sure you remember your password or use the option 'forgot password'. You will be asked for this password when accessing the conference either through your smart phone or desktop.

**View the event via the app on a smart phone or iPad:**

Click on the app you downloaded on your smart phone or iPad

**View the event via the app on a personal computer or laptop:**

Click on the link provided in the aforementioned email notification which will open the desktop version of the app.

**Greening:**

As stated in the conference announcement, the Agency is organizing its meetings as green events – we therefore ask our participants to consider the following:

If possible, use environmentally compatible public means of transport to travel to the event location. In Vienna we suggest using public transportation or walking. Please consider offsetting your CO<sub>2</sub> emissions through compensation payments, when travelling by car or plane.

Consider choosing an eco-labelled hotel (Austrian Eco-label, European Ecolabel, EMAS or others).

Please make use of the environmentally friendly offers of your hotel (change of towels and bedlinen only when needed for example). Turn off all lights, electronic equipment (TV, air condition system, heating, computer etc.) when you leave the hotel room for some time.

Dispose of your waste (PET, glass, paper, metal, batteries, etc.) via the separate collection systems provided at the hotel and at the event venue.

Please bring your own writing utensils. Your badge can be returned at the exit at Gate 1 after the event.

For scientific and programme related questions, please contact [SFM24@iaea.org](mailto:SFM24@iaea.org) and for administrative matters such as registration issues please contact [Conference.Contact-Point@iaea.org](mailto:Conference.Contact-Point@iaea.org) referencing the event number CN-323/EVT2300039.