



20th Annual Conference of Staff Associations of International Organisations (CSAIO)

14-15 November 2019

**European Patent Office (EPO)
Munich, Germany**

Note on logistics

Contact

CSAIO Scientific Committee: CSAIO-organization@cern.ch

Practical information

Dates The conference will be held 14 and 15 November 2019 at the European Patent Office (EPO) headquarters, "[Isar](#)" building, in Munich, Germany:
Bob-van-Benthem-Platz 1
(formerly Erhardtstrasse 27)
80469 Munich

A session dedicated to the follow-up to the previous conference will be held on Thursday 14 November in the morning.

Discussion topics **Internal justice systems** (Thursday 14 November afternoon)

"To build a world of justice, we must be just." This quote comes from Dag Hammarskjöld, the second United Nations Secretary-General and appears at the front of the *U.N. Staff Member's Guide to Resolving Disputes*. However, do our organisations have systems of administration of justice capable of meeting this objective? Each international organisation has its own system for everything from the amicable settlement of disputes to the formal procedure for challenging an administrative decision. Some of them encourage an amicable approach to dispute settlement, and have been quick to put in place mediation schemes, while others provide legal assistance or have strengthened their jurisdictional system by creating appeal mechanisms.

We will examine the wide range of internal dispute settlement systems, and how they have developed, before reviewing the more or less recent reforms in this area.

Diversity (Friday 15 November morning)

The Rules and Regulations of many organisations prohibit discrimination based on race or ethnic origin, nationality, opinions and beliefs, gender, sexual orientation or state of health. Some organisations have even implemented affirmative action policies. We will look at the various measures put in place by our organisations to combat discrimination, in particular regarding equitable geographic distribution and gender balance.

We will endeavour to establish whether or not international organisations have succeeded in achieving these objectives. We will also examine the potential pitfalls of some policies designed to foster a more balanced representation.

Consultation process of Staff Associations / Union and employer organisations (Friday 15 November afternoon)

From passing on information to taking part in serious negotiations, the bodies responsible for representing the interests of the employees of international organisations do not have the same powers, practically speaking and in the provisions laid down in rules and regulations.

After reviewing the differences between organisations, we will work on drawing up a list of measures designed to give these bodies a real voice.

Registration Please register at <http://csaio.web.cern.ch/next-conference> **before 23 October 2019**. Two participants per international organisation can register.

To get registered, you must first [create an external account](#) via an easy and quick process. If you already have an account but lost your password, [you must reset it](#).

| | |
|-------------------------------|---|
| Presentations | <p>If you would like to make a presentation on one of the topics addressed ("Internal justice systems", "Diversity" or "Consultation process of Staff Associations / Union and employer organisations"), please kindly send an email to the CSAIO Scientific Committee (CSAIO-organization@cern.ch) before 23 October 2019, indicating the topic you would like to address.</p> <p>There will be a maximum of four presentations per session. They should not last more than 15 minutes and can be made in either English or French.</p> |
| Languages | <p>Simultaneous interpretation in English and French will be provided throughout the conference.</p> |
| Meals | <p>An optional dinner (payment in advance) will take place on Thursday evening (14 November).</p> <p>Please use the conference registration form to confirm your attendance and make a bank transfer of EUR 60 (specifying your name in the transfer order) to the following bank account before 1 November:</p> <p>Account holder: Stefan Prange IBAN: DE76 1203 0000 1033 3783 71 BIC: BYLADEM1001</p> <p>No cancellation and no reimbursement may be made after 1 November.</p> <p>The cost of lunch on 14 and 15 November is covered by the organisers.</p> |
| Group photo | <p>A group photo will be taken during the conference. It will then be sent to all CSAIO participants and posted on the websites of the organising and participating institutions.</p> |
| Hotels | <p>Participants are responsible for organising their own accommodation.</p> <p>Annex 1* contains a list of hotels near the EPO. To book a room at preferential rates at one of them, please contact the Amex GBT travel agency by e-mail (de.businessstravel@service.amexgbt.com) or by phone (+49 (0) 693 807 917 66), making it clear that you are attending an EPO event and will be paying for the room yourself. If booking by email, please indicate this in the "Subject" line.</p> <p>Given that Munich regularly hosts major events, we recommend that you book your accommodation as soon as possible.</p> <p>* Information and rates are provided only as an indication, and are subject to availability.</p> |
| Financial contribution | <p>As usual, there is no registration fee.</p> |
| Security | <p>Photo identification (passport or equivalent document) will be necessary to get your access badge.</p> <p>For security reasons, visitors are asked to walk through a metal detector, checking their baggage and all personal effects (bags, suitcases, etc.) will be scanned. We strongly recommend that you arrive in advance to allow enough time for security checks.</p> |

Getting to the EPO

From Franz
Josef Strauß
airport

Take S-Bahn train:

- S8 (heading for Herrsching) to Isartor (around 36 minutes); or
- S1 (heading for Ostbahnhof) to Isartor (around 50 minutes).

From there it is a 7-minute walk (from Zweibrückenstrasse and along Morassistrasse).

From railway
stations

By train

- From Hauptbahnhof (main station)

Take any S-Bahn train (heading for Marienplatz/Ostbahnhof) to Isartor. From there it is a 7-minute walk (from Zweibrückenstrasse and along Morassistrasse).

- From Ostbahnhof

Take any S-Bahn train (heading for Laim/Pasing) to Isartor. From there it is a 7-minute walk (from Zweibrückenstrasse and along Morassistrasse).

By underground

Take the U1 (heading for Innenstadt/Mangfallplatz), U2 (Messestadt-Ost) or U7 (Messestadt-Ost) to Fraunhoferstrasse. From there it is a 5-minute walk (along Baaderstrasse, turn right into Corneliusstrasse).

By bus

From Marienplatz, take the 52 bus to Baaderstrasse (the bus stop is opposite the EPO).

Getting around Munich

MVV

Information on public transport (Münchner Verkehrs- und Tarifverbund, MVV): www.mvv-muenchen.de.

City map

www.stadtplan.net.

Deutsche Bahn
(DB)

Train information: www.bahn.de.

Annex 1: list of hotels

Hotel Isartor *** Isar



€ 96,50 incl.
€ 111,0 incl.
€ 116,50 incl.
€ 131,00 incl.

standard room for single use
comfort room for single use
standard double room
comfort double room
all rates including breakfast

free cancellation until 4pm on day of arrival

late check out, early check in subject to availability

contact: 0049 89 2163340

address: Baaderstraße 2, 80469 München

black out period rates/ special cancellation** **close to EPO Isar office**

Motel One Deutsches Museum *** Isar



€ 79,00 excl.
€ 94,00 excl.

standard room single use
standard room double use
all rates exclusive breakfast
breakfast € 11,50 pro person

cancellation free of charge until 4 p.m. on day of arrival

special amenities: free wifi

contact: 0049 89 44455580

address: Rablstraße 2, 81669 Munich

close to EPO office Isar
parking € 14,00 p.d.

black out period rates/ special cancellation**

Mercure Hotel Munich City Center ****



12% on Best
Available Rate

standard room single use
standard room double use
superior room single use
superior room double use

free cancellation until 6pm on day of arrival

special amenities: free WiFi

contact: 49 89 551320

address: Senefelderstraße 9, 80336 Munich

black out period rates/ special cancellation**

Hilton Munich city *****



| | |
|----------------|------------------------------|
| € 150,-- excl. | guest room single |
| € 155,-- incl. | guest room single |
| € 150,--excl. | guest room double single use |
| € 167,-- incl | guest room double single use |
| € 190,-- incl. | deluxe room single |
| € 185,-- excl. | deluxe room single |

(excl= no breakfast; incl.= with breakfast)

free cancellation until 6 p.m. on the day of arrival for static rates / 1 day prior to arrival for dynamic rates

special amenities: free WiFi; Hotel offers 10% dynamic corporate pricing throughout the whole year as a LRA rate, even during fair periods

contact: 0049 89 48040

Renovation guest rooms completed in 2018; meeting area will be finalised in 2019

10% discount offered on best available rate throughout the year

black out period rates/ special cancellation**

Novotel Munich city **** Isar



| | |
|---------------|-------------------------------|
| €143,05 incl. | stand. double room single use |
| €159,05 incl | standard double room |

all rates including breakfast

cancellation: free until 6pm on day of arrival

special amenities: free WiFi

contact: 0049 89 661070

address Hochstraße 11, 81669 Munich

black out period rates/ special cancellation**

Hotel Jedermann *** Pschorr



| | |
|----------------|---------------------------------|
| € 95,50 incl | standard single room |
| € 106,50 incl. | superior single room |
| € 113,50 incl. | standard double room single use |
| € 126,50 incl. | standard double room double use |
| € 146,50 incl. | superior double room single use |
| € 144,00 incl. | superior double room double use |

free cancellation until 4pm on day of arrival

Sunday rate, black out period rates available*

contact: 0049 89 543240

address: Bayerstraße 95, 80335 München

parking € 9,00 p.d.

black out period rates/ special cancellation**

Excelsior by Geisel - Munich City



€ 126,00 excl.
€ 151,00 excl.

Single Room Classic
Double Room Classic
breakfast €22,00 p.p. when booking
in the hotel
breakfast €20,00 p.p. when booking
online

©Thomas_Haberland-Ex

free cancellation until 4pm day of arrival

special amenities : free WiFi

contact: 0049 89 55137 8197

address: Schützenstraße 11, 80335 Munich

**special facilities for events, dinner, Restaurant Vinothek by Geisel on side
(max. 50 persons)**

close to Munich central station and S-Bahn

black out period rates/ special cancellation parking € 25,00 p.d.**

Fleming's Hotel Munich city **** Pschorr



€ 123,00 excl.
€ 143,00 excl.
€ 148,00 excl.
€ 173,00 excl.

comfort room single use
comfort room double use
superior room single use
superior room double use
all rates excluding breakfast

free cancellation until 6pm on day of arrival

special amenities / offer: 2 bottles water, free high speed WiFi

contact: 0049 89 4444660

address: Bayerstraße 47, 80335 Munich

parking € 19,00

black out period rates/ special cancellation**

Sofitel Bayerpost ***** SUPERIOR Pschorr



€ 225,00 incl.
€ 225,00 incl.
€ 255,00 incl.
€ 285,00 incl.

classic room single use
classic room double single use
superior room single use
superior room double use

free cancellation until 6pm on day of arrival

special amenities: free WiFi

contact: 0049 89 599480

address: Bayerstraße 12, 80335 München

parking € 37,00 p.d.

black out period rates/ special cancellation**

Derag Livinghotel Max Emanuel ***



€ 98,00 incl.
€118,00 incl.
€125,00 incl.

Economy Single room
Economy Double room single use
Economy Double room

free cancellation until 6pm on day of arrival

special amenities: free WiFi

Acceptance of virtual credit cards

contact: 0049 89 458300

address: Rablstraße 10, 81669 München

Extended stay rates available, pls contact Amex team or travelagency@epo.org

black out period rates/ special cancellation**

Vi Vadi Bayer 89 ***



€ 85,00 excl.
€ 105,00 excl.
€ 85,00 excl.
€ 113,00 excl.
€ 125,00 excl.

standard single room
standard double room
superior single room
superior double room
superior double room double use
all rates excluding breakfast
breakfast €14,00 p.p.

Free upgrade when available at time of arrival

cancellation: free until 4pm on day of arrival

special amenities: free WiFi

contact: 0049 89 545190

address: Bayerstraße 89, 80335 Munich

Italian restaurant

parking € 15,00 p.d.

black out period rates/ special cancellation**

Motel One Munich CITY WEST *** Pschorr



€ 79,00 excl.
€ 94,00 excl.

standard double room single use
standard double room double use
all rates excluding breakfast

breakfast € 11,50 pro person

cancellation: free cancellation till 4pm on day of arrival

special amenities: free WiFi

contact: 0049 89 5388689-0

address: Landsberger Str. 79, 80339 Munich

parking € 11,00 p.d.

black out period rates/ special cancellation**

Citadines Arnulfpark München - New 2019



€ 106,00 excl.
€ 106,00 excl.

Studio Executive single use
Studio Executive double use
breakfast € 14,-
all rates excluding breakfast
15% chain discount on BAR in
Ascott chain worldwide

cancellation: free cancellation until 6pm on day of arrival
special amenities: free WiFi

contact 0049 89 9400800

address Arnulfstr. 51, 80636 Munich

special long term stay and group rates

black out period rates/ special cancellation**

All data to the best of knowledge based on negotiated price agreements but without engagement.

*Other rates and cancellation deadlines in fair trade/blackout periods applicable

** All special rates, rates during blackout periods and fairs etc are available in the KDS/ NEO online booking tool or via Amex GBT team, offline bookings

About

CSAIO

The Conference of Staff Associations of International Organizations (CSAIO) was established on the initiative of the OECD's Staff Association (and in particular M-C. Delcamp). It held its first meeting in 2000.

Every year (in September or October) it brings together 30 to 40 organisations (or 60 to 70 participants) based in Europe or with main offices in Europe to discuss three topics over a day and a half (Thursday afternoon and Friday).

For more information on the CSAIO, go to <http://csaio.web.cern.ch/>.

CSAIO Scientific Committee

The Scientific Committee traditionally comprises a member of the OECD's Staff Association and a member of CERN's Staff Association, currently Anya Demarle and Joël Lahaye.

The committee is responsible for overseeing the organisation of the Conference.

EPO

The European Patent Office is the executive arm of the European Patent Organisation and offers inventors a uniform application procedure, which enables them to seek patent protection in up to 44 countries.