

UNITED NATIONS STATISTICAL COMMISSION
ECONOMIC COMMISSION FOR EUROPE
CONFERENCE OF EUROPEAN STATISTICIANS

**UNITED NATIONS OFFICE ON DRUGS
AND CRIME (UNODC)**

Joint UNECE-UNODC Meeting on Crime Statistics
(Vienna, 21-23 October 2008)

INFORMATION NOTICE FOR PARTICIPANTS

The meeting will be held at the Vienna International Centre,
UNIDO Board Room, Building C, 4th floor on 21-23 October 2008.
The meeting will start at 10 a.m. on Tuesday, 21 October.

I. BACKGROUND

The first joint UNECE-UNODC Meeting on Crime Statistics was organised in Geneva on 3-5 November 2004, under the Programme of Work of the Conference of European Statisticians in the area of Crime Statistics. In that occasion, it was proposed to prepare an inventory of victimisation surveys carried out in different countries in the ECE region, and study methodological issues that can affect the comparability of data. The objective is to promote consistency and possibly develop methodological guidelines in the field of victimization surveys.

Following the November 2004 meeting, a Task Force on Victim Surveys was created to coordinate the activities on the preparation of the inventory. The UNECE-UNODC Questionnaire on Victimization Surveys, designed by the Task Force, was sent to countries in July 2005 to collect information on surveys carried out in the last 10 years and surveys planned in the near future.

The information collected with the UNECE-UNODC questionnaires, organised in an inventory of victim surveys, was used by the Task Force to analyse communalities and differences of methods used in national victimization surveys. The results of this analysis were discussed at a second UNECE-UNODC Meeting organised in Vienna on 25-27 January 2006. At that meeting, it was agreed to initiate work toward the production of a manual covering all the key aspects in the implementation of victimization surveys, and presenting different possible approaches to address the different needs of the countries. The meeting also stressed the importance to coordinate as much as possible the work on the manual with the activities planned by Eurostat on the development of a common survey module on victimisation to be tested in selected EU countries.

In the course of 2006 the Task Force prepared a draft outline for the manual, which was submitted to countries for comments and contributions. Between the end of 2006 and the summer of 2007, the Task Force drafted the various chapters of the manual, which were discussed at two meetings in Luxembourg (26-27 June 2007) and in Bologna (29 September 2007). After the Bologna meeting, the Task Force has been working with the support of an editor to produce a consistent and complete draft version of the manual, to be discussed at a new general meeting.

II. PURPOSE OF THE MEETING

The main purpose of the meeting is to discuss the draft UNECE-UNODC Manual on Victimization Surveys, but a discussion is also planned on directions for future work in the area of crime and justice statistics.

Expected outcomes of the meeting include the endorsement of the Manual on Victimization Surveys and the formulation of a proposal on future work to be submitted to the Bureau of the Conference of European Statisticians.

III. AGENDA OF THE MEETING

The work programme of the meeting will consist of the following topics:

- Review of the UNECE-UNODC Manual on Victimization Surveys
- Discussion on future work in the area of crime and justice statistics

The annotated agenda will be posted on the meeting website (<http://www.unece.org/stats/documents/2008.10.crime.htm>) as soon as available.

IV. PARTICIPATION AND ACCREDITATION

Representatives of all Member States of the United Nations and of interested intergovernmental organizations are welcome to participate in the meeting. Participants representing non-governmental organizations in a consultative status with the United Nations Economic and Social Council may also attend. All participants must be accredited by the competent authorities of their country or international organization. All participants attending the meeting are requested to have a valid passport and, if required, a visa. Applications for visas should be made as soon as possible to the Embassy of Austria in the country in which the participants reside, with a reference to the Joint UNECE-UNODC Meeting on Crime Statistics. If necessary, a letter to facilitate obtaining a visa can be requested from the UNODC secretariat (by fax +43 1 26060 74321 or by e-mail to: anja.held@unodc.org).

Representatives from national statistical offices and other government bodies as well as from international organizations who wish to participate should complete the registration form and return it to the UNECE and UNODC secretariats. Detailed information on registration procedures are provided in Section VII. The registration form and the plan of the UN premises at Vienna are also attached to this Information Notice.

V. DOCUMENTATION, METHODS OF WORK AND OFFICIAL LANGUAGES

The working language of the meeting is English and translation and interpretation facilities will not be available. The discussion at the meeting will be mainly based on the draft UNECE-UNODC Manual on Victimization Surveys.

Participants in the meeting have the possibility to submit short notes related to the topics to be discussed at the meeting. Interested participants should inform the UNECE and UNODC secretariats of their intention to contribute a note (indicating the topic) **by 15 September 2008**. The notes, not exceeding five pages and drafted in English, should be sent to the UNECE secretariat (by fax to +4122 917 0040 or by e-mail to mijidgombo.oyunjargal@unece.org) possibly in MS Word by **10 October 2008 at the latest**. The notes will be posted on the website but will not be presented at the meeting.

The draft manual, the notes and all other documentation related to the meeting will be posted on the meeting website (<http://www.unece.org/stats/documents/2008.10.crime.htm>) as soon as available. It is expected that the draft manual on victimisation surveys will be finalised and posted on the website by 20 September 2008.

Delegates are encouraged to download the manual and the other documents from the website and bring their own copies to the meeting. Documents posted on the website before the meeting will not be distributed in the conference room.

VI. ACCOMMODATION AND TRAVEL ARRANGEMENTS

Participants are requested to make their own hotel reservations. UNODC is not in a position to provide such services to delegates. Participants are advised to book hotel accommodation well in advance of the meeting. Delegates may wish to consult the website <http://info.wien.at/> to get information on Vienna and hotels. If difficulties are encountered, participants may contact their Permanent Mission to the United Nations Vienna for assistance.

VII. REGISTRATION, SECURITY MEASURES AND ACCESS TO THE VENUE

Participants planning to attend the meeting should complete the attached Conference Registration Form and send it to both the UNECE secretariat (by fax to +4122 917 0040 or by e-mail to mijidgombo.oyunjargal@unece.org) and the UNODC secretariat (by fax +43 1 26060 74321 or by e-mail to: anja.held@unodc.org)

The registration form should be received **by 10 October 2008** at the latest so that it may be processed well in advance of the meeting. The information will be used to register participants with the UN Security Section and to obtain ID badges from Security offices.

In order to enter the Vienna International Centre (VIC) where the meeting is being held, all participants need to obtain a security pass (ID badge). For this purpose, please present yourself with your passport at Gate 1 (shown on the attached map) by 9 a.m. at the latest on Tuesday, 21 October 2008.

For identification and security reasons, delegates are requested to wear their security badges at all times while inside the VIC.

Entrance of delegates to the VIC is located at Gate 1, near the subway stop Kaisermühlen-Vienna International Centre (U-Bahn line 1 – U1).

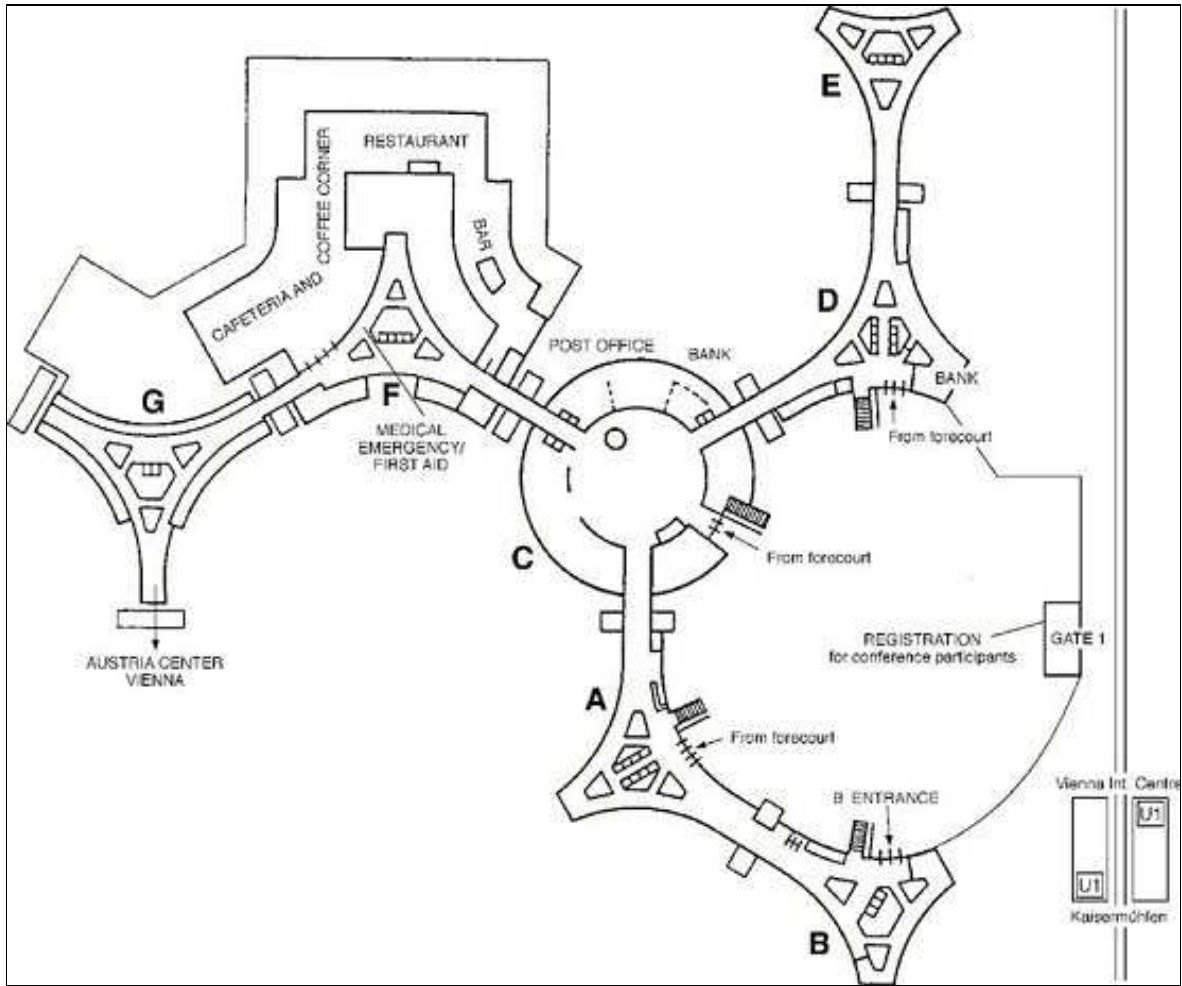
VIII. INFORMATION AND CORRESPONDENCE

All queries concerning the meeting should be addressed to:

Mr. Paolo Valente
Social and Demographic Statistics Section
Statistical Division, UNECE
Palais des Nations
CH 1211 Geneva 10
Switzerland
Tel: +41 22 917 33 06
Fax: +41 22 917 00 40
E-mail: paolo.valente@unece.org

or
Ms. Anna Alvazzi del Frate
Statistics and Surveys Section
Division for Policy Analysis and Public Affairs
United Nations Office on Drugs and Crime
(UNODC)
PO Box 500 - A-1400 Vienna, Austria
Tel: +43 1 26060 4105
Fax: +43 1 26060 74105
E-mail: anna.alvazzi.del.frate@unodc.org

Map of Vienna International Centre





UNITED NATIONS OFFICE AT VIENNA

Please Print

Conference Registration

Date

This form should be completed in duplicate by each participant and returned by **10 October 2008**.

1 copy to: UNECE Secretariat

Fax: +4122 917 00 40

E-mail: mijidgombo.oyunjargal@unece.org

1 copy to: UNODC Secretariat

Fax: +43 1 26060 74321

E-mail: anja.held@unodc.org

Please BRING THIS ORIGINAL with you to Vienna

Joint UNECE-UNDOC Meeting on Crime Statistics, 21-23 October 2008

Delegation/Participant of Country, Organisation or Agency

Participant

Family Name

First Name

Mr.

Ms

Date Of Birth

(DD/MM/YYYY)

Participation Category

Head of Delegation Members	<input type="checkbox"/>	Observer Organisation	<input type="checkbox"/>	Participating <u>From / Until</u>
Delegation Member	<input type="checkbox"/>	NGO (ECOSOC Accred.)	<input type="checkbox"/>	From <input type="text"/>
Observer Country	<input type="checkbox"/>	Other (Please specify below)	<input type="checkbox"/>	Until <input type="text"/>

Do you have a ground pass issued by UNOV in Vienna?
if so PLEASE TICK HERE

Origin of Identity Document

Passport or ID Number

Valid Until

Official Telephone No.

Fax No.

Official Occupation

Permanent Official Address

Address in Vienna

Email Address