



# **20<sup>th</sup> 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](mailto: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 (<a href="mailto:CSAIO-organization@cern.ch">CSAIO-organization@cern.ch</a>) 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><b>No cancellation and no reimbursement may be made after 1 November.</b></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><a href="#">Annex 1</a>* 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 (<a href="mailto:de.businessstravel@service.amexgbt.com">de.businessstravel@service.amexgbt.com</a>) or by phone (+49 (0) 693 807 917 66), making it clear that <b>you are attending an EPO event and will be paying for the room yourself</b>. 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](http://www.mvv-muenchen.de).

City map

[www.stadtplan.net](http://www.stadtplan.net).

Deutsche Bahn  
(DB)

Train information: [www.bahn.de](http://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

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**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.