

Programme and Guide

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GENERAL INFORMATION

Congress Address	31 st IMF World Congress Austria Center Vienna (www.acv.at) Bruno-Kreisky-Platz 1, A-1220 Vienna, Austria IMF Office - Room A 355 Level 02 Tel +43 (1) 260 69 – 2070 , Fax +43 (1) 260 69 - 2071
Austrian IMF Affiliate	The Austrian affiliate is the Austrian Metal and Textile Workers' Union (GMT). The GMT has cooperated closely with the IMF in the preparations for the Congress. www.metaller.at
Venue	The opening ceremony for the Congress and the Congress itself will take place in the <i>Austria Center Vienna (ACV) Room A</i> , the meeting of the Central Committee and the Women's Conference in Room F. The preceding meetings (Resolutions, Statutes, Action Programme and Finance Committee and the Executive) will be held in the GMT House. <i>There is no general prohibition on smoking at the Austria Center Vienna (ACV), but smoking is not allowed in the conference rooms.</i> Telephone and telefax messages for participants should as far as possible be sent to the hotel where they are staying. Urgent messages may be sent via the direct numbers of the IMF Secretariat in the Austria Center Vienna. They will be delivered as quickly as possible.
IMF Secretariat	The IMF offices are located on ACV Level 02, Room A 355, on the same level as the Congress room. In addition, an information stand especially for delegates will be set up on Level 02.

GENERAL INFORMATION (continued)

Medical assistance and first aid

For medical assistance at the Austria Center Vienna (ACV), contact a security guard or the IMF Secretariat, who will immediately notify a trained person. Medical treatment is available at the ACV.

At your hotel, please contact the reception desk. At all hotels the staff who are in direct contact with clients are trained in first aid and as necessary can call a doctor or ambulance.

Post

The nearest post office is in the ACV on level OE (entrance level).

Open hours: Monday – Friday 8:00 am – 12:00 noon, and 2:30 pm – 6:00 pm, closed Saturday and Sunday.

Store open hours in town:

In the shopping streets and centers of Vienna, stores are usually open **Monday to Friday from 9 am to 6:30 pm, Saturday 9 am to 5 pm**. Many are open on Thursday till 9 pm or Friday till 7:30 pm. Stores are closed on Sunday.

For all sorts of information on Vienna in 13 languages, see www.wien.info.at

Telephone

Telephone cards and coin-operated phones are available in the lobby on Level OE (entrance level) of the ACV at the Post Office.

Mobile telephones/SIM cards should be rented at your home airport. The Austrian mobile network operates on GSM basis 900 and 1800 MHz.

Out of courtesy to others, participants are requested to turn off all mobile phones during the Congress meetings.

GENERAL INFORMATION (continued)

Currency exchange, Bank	<p>The union's own bank, the BAWAG, will maintain a banking counter on Level 02 throughout the period of the Congress. Open hours are the same as the Congress hours.</p> <p>The nearest bank, the Bank Austria-Creditanstalt, is located a few minutes' walk from the ACV. ATMs, Bankomat, Changeomat (accessible to the disabled) are available.</p> <p>Open hours: Mon 9 am – 3 pm, Tue 9 am – 3 pm, Wed 9 am – 5:30 pm Thu 9 am – 3 pm, Fri 9 am – 3 pm</p>
Travel Agency	<p>On every day of the Congress a travel agency representative will be present to confirm or change reservations and to make private travel arrangements in Austria for participants.</p>
Time Difference	<p>The time in Vienna is Greenwich Mean Time (GMT) + 2 hours (daylight saving time as of 27 Mar 2005). http://twiki.org/cgi-bin/xtra/tzdate?tz=Etc/GMT-1 or www.weltzeit.com</p>
Current	<p>The current in Austria is 230 Volts AC, 50 Hz. The normal plug has two pins. Adapters are available at various electrical appliance stores.</p>
Lunch	<p>No lunches will be organized during the Congress. Sandwiches and coffee are available at the Buffet in the lobby of Room A.</p>
Welcome Service at Vienna Airport	<p>A Welcome Service Stand will be placed in the arrival hall near the baggage claim. Colleagues from the GMT will welcome guests and inform them of arrangements for transfer to their hotels.</p>

GENERAL INFORMATION (continued)

Transport to and from the airport	<p>The CAT street car/tram connection (Airport → City Air Terminal, near city center) costs 8 € →, 15 € ⇄. The Vienna Airport Lines (Bus) also offers an excellent connection to the subway/underground from the airport every 15 minutes: 6 € →. The streetcar/tram also runs every half hour at a fare of 3 € (32 minutes' travel time). A taxi from the airport to a hotel takes 30 to 45 minutes and costs at least 35 €. For further information, see www.viennaairport.com</p> <p>In addition, for large groups it is also possible, with prior notice to the IMF, to organize an economical shuttle service. Flat rate for 8-seat bus: € 29; 20-seat bus: € 99; 34-seat bus: € 115; 50-seat bus: € 129; 58-seat bus: € 138.</p>
Insurance	<p>All Congress participants are insured against accidents during the Congress. Accidents should be immediately reported to the IMF Secretariat.</p>
Press	<p>A press center will be available for representatives of the press, television and radio in Room 441 on Level 02 (Congress room level).</p>
Internet, e-mail	<p>A cybercafé will be available during the Congress. E-mail can be sent/received and the IMF website can be explored at computer stations near the Congress room.</p>
Newspapers	<p>Foreign newspapers are available at the "14 Carat-Shop" on Level 0E (entrance level).</p>
Tipping	<p>Tipping in Austria is customary. Normally the tip is 10% of the bill. Taxi fares are usually rounded up by the customer.</p>
Lost and Found at the ACV	<p>Please contact the Information Desk (Level 02) or the IMF Secretariat.</p>

GUIDE TO THE IMF CONGRESS

Introduction

The IMF Congress is the highest authority of the IMF. By nature it is a large, international meeting involving around 700 delegates and at least 16 languages.

These features put certain constraints on the way that the Congress must be conducted in order to minimise confusion and maximise results. The greatest care is taken to ensure that delegates understand at all times what is happening. The IMF currently has 7 "official" languages as determined by the Executive Committee. These are English, Spanish, French; German, Italian, Swedish and Japanese. Simultaneous interpretation is provided into and out of these languages, plus Russian and Finnish, using the interpretation equipment. A separate guide for speakers at IMF meetings is included in your congress bag. You will also notice interpreters sitting with Congress delegates and providing whispering translation for additional languages.

Delegates

How many delegates may an affiliate send to Congress?

Each affiliate makes its own decision about how many delegates it will send. A delegate may also represent other affiliated unions from the same country, if authorised in writing to do so.

Resolutions and Motions

How can I put a resolution to the Congress?

Resolutions must be submitted in writing to the Resolutions Committee by noon on the first full day of Congress (23rd May). In practice, this means handing in a copy of your resolution at the Information Desk.

Can resolutions be amended from the floor?

No.

What does the Resolutions Committee do?

It determines the final wording of resolutions that will be put to a vote of Congress, for example when resolutions that have been debated by Congress need to be changed prior to a vote or when two similar resolutions on the same topic need to be combined.

How do I put procedural motions?

If you have not already spoken on an agenda point, you may move a procedural motion to close the debate or to close the list of speakers. You may also move a procedural motion to suspend or amend the standing orders. These need not be in writing. No speeches are allowed on procedural motions.

Can I put a motion to change the IMF rules?

Any proposed rule changes must be submitted to the Rules Committee prior to the Congress. The Rules Committee reports rule changes to the Congress for voting. You cannot put a motion to change the rules from the Congress floor.

Action Programme

Why can't the Action Programme be amended?

The draft Action Programme is submitted to affiliates 3 months before the Congress. This is to ensure that affiliates have time to bring it to the notice of their members in advance of the Congress. Significant consultation takes place on the Action Programme prior to the Congress and it is during this time that changes requested by affiliates are made. It is simply not practical to make changes to the wording on the floor of the Congress as translation into each of the languages would lead to major confusion. Voting on the Action Programme is conducted sub-section by sub-section. In this way a sub-section may be voted down, but it may not be amended.

Speaking

How can I speak at the Congress?

You must inform the Chair in writing that you wish to speak. This can be done by means of the "Request to speak" forms that are included in your Congress bag. You can only do this once the relevant agenda point has been opened for discussion. For example, once the item on the Action Programme has been opened you may notify your intention to speak during the debate, even if this may not be until later in the day or even the next day.

How long may I speak?

You will be allowed 10 minutes to speak.

May I speak twice on the same agenda point?

Only once every other delegate that wishes to speak has been given an opportunity to do so. Movers of resolutions will be given the right of reply at the close of the debate.

Voting

Can all affiliated unions vote?

No, only those affiliates that have "fulfilled their obligation" to the IMF may vote. In practice this means that their subscription payments are up to date.

How are votes conducted?

An indicative vote is initially conducted by show of hands. If the outcome of the vote is not clear from this process, tellers conduct a full vote by counting the number of votes for which each affiliate is eligible.

How many votes does an affiliate have?

Each affiliate has the same number of votes as the number of its members declared to IMF for the purpose of calculating its subscription. Each affiliate votes as a block with the leader of the delegation declaring how the block will vote.

How many votes are needed for adoption?

Reports, motions and resolutions are adopted by a simple majority. Rule changes require a two thirds majority of the eligible votes, as do amendments to or suspension of the Standing Orders. All elections require a simple majority.

What is quorum?

Quorum is the percentage of eligible voters that must be present in order for a vote to be valid. At Congress, this is 50%.

Elections

Which positions are elected by Congress?

The President, the General Secretary, Executive Committee members and Auditing Committee members.

How are nominations for positions made?

Nominations are made in writing to the IMF General Secretary. Nominations will close at 12.00 noon on May 23.

How are elections conducted?

In practice, nominations submitted by affiliates are considered by the Executive Committee which then makes a recommendation to the Central Committee. The Central Committee in turn makes its recommendation to the Congress. Elections for each position are then conducted in the same way as other Congress votes.

Central Committee

How does the Central Committee differ from Congress?

The Central Committee is composed in the same way as Congress, in that each affiliate that has fulfilled its obligations, is entitled to send as many delegates as it chooses. However, it is the Central Committee, rather than the Congress, that designates one or more Assistant General Secretaries. It also approves the annual accounts, sets up Congress committees, determines guidelines for establishing and for the operation of regional groupings and regional offices for the IMF and defines the duties and powers of World Councils and working groups. The Central Committee also deals with affiliations and expulsions from the IMF.

IMF FINANCE* / EXECUTIVE COMMITTEE* MEETINGS
Headquarters of GMT, Plösslgasse 15

PROGRAMME

Friday, May 20, 2005

09.00	Opening of Finance Committee meeting by IMF President Jürgen Peters
09.45	Break
10.00	Opening of Executive Committee meeting by IMF President Jürgen Peters
12.30	Lunch Break
14.00	Afternoon session
15.30 – 15.45	Break
17.00	Adjournment
	* * *
19.00	Departure of buses from hotels
20.00	Dinner for Executive Committee at Wilhelminenberg Castle Schloss Wilhelminenberg, Savoyenstrasse 2, 1160 Wien, Tel. +43 (1) 485 85 03
~22.30	Buses return to hotels

* * *

*members only

**N.B.: Another Executive Committee meeting will take place at 17.00-18.00 on
Monday May 23.**

IMF CENTRAL COMMITTEE MEETING
Austria Center Vienna, Room F, Yellow Level

PROGRAMME

Saturday, May 21, 2005

- 08.00 – 17.00 Registration*
- 09.00 Opening of **Central Committee** meeting by
IMF President Jürgen Peters
- 10.30 Adjournment
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IMF WOMEN'S CONFERENCE
Austria Center Vienna, Room F, Yellow Level

PROGRAMME

Saturday, May 21, 2005

- 11.00 Opening of **Women's Conference**
- 12.30 Lunch Break
- 14.00 Afternoon session
- 16.00 – 16.30 Break
- 18.00 Adjournment
 * * *
- 19.30 Departure of buses from hotels
- 20.00 Women's Dinner at Augustinerkeller
Augustinerkeller, Augustinerstraße 1, 1010 Wien,
Tel. +43 (1) 533 1026
- ~22.30 Buses return to hotels
 * * *

*Registration: Friday 14.00-18.00, Saturday 08.00-17.00, Sunday 08.30-16.00,
Monday 08.00-12.00

CONGRESS PROGRAMME
31st IMF World Congress, Vienna 2005,
Austria Center Vienna, Room A, Red Level

Sunday May 22

- 08.30 – 16.00 *Registration¹*
16.00 – 18.00 Opening Ceremony
Speakers: Jürgen Peters (IG Metall, Germany);
Rudi Nürnberger (GMT, Austria);
Heinz Fischer (President, Austria);
Marcello Malentacchi (IMF).
18.30 – 22.30 Dinner reception offered by host organisation GMT at
Hotel Pyramide, Parkallee 2, 2334 Vösendorf
Tel.: +43 (1) 699 00

Monday May 23

- 08.00 – 12.00 *Registration¹*
09.00 – 09.15 Opening of Congress, Obituaries,
Election of Chairperson(s) at the
Congress, IMF President Jürgen Peters
09.15 – 10.00 Report of the Secretariat, Marcello Malentacchi
10.00 – 12.00 Discussion on Report of the Secretariat

12.00 – 13.30 LUNCH BREAK

13.30 – 14.00 Proposal for Amendments to IMF Rules
14.00 – 15.30 Discussion and Adoption of Rules
15.30 – 17.00 Statutory Elections:
- President
- General Secretary
- Executive Committee
- Auditing Committee

¹ Registration is also open Friday May 20, 14.00-18.00 and Saturday May 21, 08.00-17.00

CONGRESS PROGRAMME (continued)

Tuesday May 24

- 09.00 – 09.30 Keynote address: Advancing Workers' Rights,
Sharan Burrow, ICFTU
- 09.30 – 10.00 Introduction to the Action Programme 2005-2009
(Chapters 1 & 2): Marcello Malentacchi
- 10.00 – 11.30 Discussion, summary, adoption, Chapters 1 & 2
- 11.30 – 12.00 Speaker: Adrie Papma, Director of Alliance Building,
Oxfam
- 12.00 – 13.30 LUNCH BREAK
- 13.30 – 13.50 Introduction to the Action Programme 2005-2009,
Section 3.1 and 3.2: "Global structures, strategies to
engage TNCs": Mari-Ann Krantz, SIF, Sweden
- 13.50 – 15.20 Round table discussion:
"Meeting the challenges of offshoring"
- 15.20 – 16.50 Plenary discussion on 3.1 and 3.2
- 16.50 – 17.00 Summary of 3.1 and 3.2: Mari-Ann Krantz, SIF
- 17.00 – 17.15 Adoption of 3.1 and 3.2

Wednesday May 25

- 09.00 – 09.20 Introduction to the Action Programme 2005-2009,
Section 3.3: "Solidarity and organising":
Brian Fredricks, IMF
- 09.20 – 09.30 Speaker: Janet Barzola, President of CNMM, Peru
- 09.30 – 10.40 Round table discussion:
"Improving the work environment"
- 10.40 – 11.40 Plenary discussion on 3.3
- 11.40 – 11.50 Summary of 3.3: Brian Fredricks, IMF
- 11.50 – 12.00 Adoption of 3.3
- 12.00 - 13.30 LUNCH BREAK

CONGRESS PROGRAMME (continued)

13.30 – 13.50	Introduction to the Action Programme 2005-2009, Section 3.4: "A social dimension to economic globalisation": Jürgen Peters
13.50 – 15.00	Round table discussion: "Fighting for social justice"
15.00 – 16.10	Plenary discussion on 3.4
16.10 – 16.20	Summary of 3.4: Jürgen Peters
16.20 – 16.30	Adoption of 3.4
16.30 – 17.30	Resolutions
17.30 – 17.45	Close of Congress
19.30	Departure of buses from hotels
20.00	Dinner Reception at Vienna Town Hall hosted by the city of Vienna
	Rathaus Wien, Festsaal, Lichtensteingasse 5, Wien
~23.00	Buses return to hotels

Thursday May 26

All day Excursion (return to hotel approximately 17.30)

Note: The programme is provisional and subject to change.

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PROPOSED AGENDA

1. Opening of the Congress by IMF President Jürgen Peters
2. Adoption of proposed agenda
3. Obituaries
4. Adoption of Standing Orders
5. Election of officers of the Congress
 - Chairperson(s)
6. Confirmation of Committees
 - a) Credentials Committee and Tellers
 - b) Resolutions Committee
 - c) Rules Committee
 - d) Action Programme Committee
7. Report of the Secretariat
8. Report by Credentials Committee and Tellers
9. Amendments to IMF Rules
10. Statutory Elections
 - a) President
 - b) General Secretary
 - c) Executive Committee members
 - d) Auditing Committee members
11. Action Programme
12. Resolutions
13. Any other business

* * *

EXCURSION PROGRAMME, THURSDAY 26 MAY

Trip to the Pannonian plains of the Burgenland

After leaving the hotel, the journey will take us to one of the most untouched natural landscapes in Central Europe. As we drive south-east from Vienna, the mood of the landscape gradually changes to that of the Hungarian Puszta. The Neusiedlersee-Seewinkel National Park, lying around the largest steppe lake in Europe, the Neusiedlersee, is a reservation for rare bird species. Biologically the Neusiedlersee is a borderland area, characterized by elements of various landscapes: Alpine, Pannonian, Asian, Mediterranean and Nordic influences are all noticeable. The result is what for Central Europe is an extremely important natural area with a fascinating variety of wildlife. But the Burgenland is also Austria's best known region for red wine. The eastern shore of the Neusiedlersee, the Heideboden, with its hot, dry climate and porous soil offers excellent conditions for producing fine, and potent, red and white wines. After a boat ride over the Neusiedlersee, we will arrive at the Vila Vita Hotel and vacation village Pannonia. The latter is located in the middle of the Pannonian plain with the quiet beauty of the Puszta landscape, its wealth of flora and fauna, and its mild, sunny climate.

**Departure from the hotel is at 08.30 (look for the IMF logo).
Participants are requested to wear their Congress badges.**

At 16.00 participants will depart by bus for their hotels or the airport. Arrival at the hotels is scheduled for 17.30.

PROGRAMME FOR ACCOMPANYING PERSONS

Monday, 23 May

Experience the cultural heritage of the Wachau!

The excursion begins with the bus trip from Vienna to Melk on the Danube. In the year 996 the name of "Ostarrîchi" (in modern German "Österreich", i.e. Austria) was mentioned for the first time in a document. In the more than 1000 years since then in which little Ostarrîchi first became an enormous empire and then finally today's Austria, Melk was always one of this country's major cultural and religious centers. The **Melk Monastery** is one of the most famous Benedictine monasteries and the biggest in Lower Austria. After a visit to the baroque monastery, the journey continues through the most beautiful region of the Danube, the **WACHAU**.

Blessed with a particularly favorable climate, the region has been settled for thousands of years, and in the year 2000 it was awarded the **Europe Diploma** by the **Council of Europe**, and was declared part of the **world cultural heritage** by **UNESCO**. After lunch participants will travel by boat from Spitz to Dürnstein during which they can enjoy the ruins of medieval castles and romantic vineyards which make this one of the most impressively scenic regions of Austria.

For wine lovers the Wachau is a real paradise. Wine has been produced in this region for more than 2000 years. The best white wines in Europe are made in the Wachau, and participants will be able to taste these fine wines right at the source, at the Dinstgut winery in Loiben.

Departure at 09.00 in front of the main entrance of the Austria Center Vienna (ACV). The buses will be marked with the IMF logo and WACHAU. Return to hotels planned from 18.15 to 18.45.

Tuesday, 24 May

City tour of Vienna – historical and cultural jewel

After departure, in the new urban development zone the first stop will be at one of the biggest municipal housing developments in the city of Vienna. The social housing of "red Vienna" and the history of the workers' movement will be the center of attention here. Then we will move on to the center of imperial Vienna. The splendid buildings of the Ringstrasse, the State Opera House, the Art and Natural History Museum, Parliament, City Hall and the Burgtheater are a unique open-air museum. The heart of Vienna with St. Stephen's Cathedral, the Hofburg, and the many parks (Vienna has the highest proportion of green areas of any city of over 1 million inhabitants) attract the visitor with their almost magical charm. And finally, a visit to Vienna's biggest shopping street, the Mariahilferstrasse, will give our guests an opportunity to shop for souvenirs.

Departure at 09.00 in front of the main entrance of the Austria Center Vienna (ACV). The buses will be marked with the IMF logo and "Wien Tour". End at around 12.30 in the Mariahilferstrasse. No organized return by bus is planned.

STANDING ORDERS

1. Congress shall be chaired by the President, a Vice-President and the General Secretary. They will constitute the Standing Committee of the Congress.
2. The Credentials Committee (7 members) shall check the credentials of the delegates and report to the Congress.
3. Seven Tellers shall be appointed to count votes.
4. Proceedings of the Congress shall be recorded in minutes.
5. A delegate, or member of the Secretariat, desiring to speak must inform the Chair in writing of their intention to speak. Such a request to speak can be made only after the point of the agenda has been opened for discussion. The speakers will be given the floor in the order of their requests. The time for speaking shall be limited to 20 minutes for those making reports, 10 minutes for those moving the resolutions and 10 minutes for all other speakers.
Reporters can be given the floor out of the regular order of the speakers' list.
6. No delegate shall be allowed to speak twice on any issue until all delegates desirous to speak have had a chance to speak.
7. A motion shall not be opened for discussion until the motion has been duly accepted by the Chair. Motions to be discussed, other than motions of order, must be presented in writing. The mover of the original motion shall have the right of reply at the close of the debate upon such motion. The question shall then be put to the vote immediately and under no circumstances shall any further discussion be allowed.

8. The motion to close debate may be moved and seconded only by members who have not previously spoken at any time during the debate. No speeches shall be allowed on such motions and the list of remaining speakers shall be announced prior to the voting on the motion to close debate (motion to close the list of speakers is admissible).

ACTION PROGRAMME

9. The Action Programme shall be subject to discussion and decision. The discussion will be organised in themes. A number of paragraphs will be discussed under each theme and be subject to decision.

Each paragraph shall be subject to concurrence or non-concurrence from the floor.

No amendments to individual paragraphs of the Action Programme can be made from the floor.

RESOLUTIONS

10. Reports of the Resolutions Committee (7 members) shall be subject to concurrence or non-concurrence from the floor. No amendments to resolutions can be made from the floor.

Resolutions on subjects not already covered by the Resolutions Committee, due to technical reasons, will be accepted in writing, until noon, May 23, 2005. They will be reported by the Resolutions Committee, in accordance with Article 10 of the Standing Orders.

Resolutions must be adopted by a majority of votes, as provided in Article 3.2 I & J of the Rules of the Federation.

RULES

11. Changes in the Rules of the Federation, submitted to the Rules Committee (11 members) in accordance with Article 3.3.K of the Rules of the Federation, shall be reported to the Congress by the Rules Committee.

Reports of the Rules Committee shall be subject to concurrence or non-concurrence from the floor. No amendments to the proposed Rules changes can be made from the floor.

Alterations to the Rules shall require a two-thirds majority, in accordance with Article 3.2.N of the Rules of the Federation.

12. 50 per cent of the votes shall constitute quorum.
13. Corrections and personal comments are permissible only after the close of the debate on the items of the Agenda in question.
14. The Standing Orders may be amended or suspended only by a two-thirds vote of the delegates present.

VOTING

15. Any amendments to the Rules on voting and subscriptions decided by the Congress 2005 shall take effect from January 2006.

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HOTEL INFORMATION

Hotel Ananas

Rechte Wienzeile 93-95, 1050 Vienna, Austria
Tel: +43 (1) 546 20 - Fax: +43 (1) 545 4242

Hotel Donauzentrum

Wagramer Strasse 83-85, 1220 Vienna, Austria
Tel: +43 (1) 203 5545 - Fax: +43 (1) 203 554 5183

Hilton Vienna Plaza

Schottenring 11, 1010 Vienna, Austria
Tel: +43 (1) 313 900 - Fax: +43 (1) 313 902 2009

Hotel Lassalle

Engerthstrasse 173-175, 1020 Vienna, Austria
Tel: +43 (1) 213 150 - Fax: +43 (1) 213 15 100

Marriott Hotel Vienna

Parkring 12a, 1010 Vienna, Austria
Tel: +43(1) 515 180 - Fax: +43(1) 515 186 736

Parkhotel Schönbrunn

Hietzinger Hauptstr. 10-20, 1130 Vienna, Austria
Tel: +43 (1) 87 804 - Fax: +43 (1) 87 804 3220

Radisson SAS Palais Hotel

Parkring 16, 1010 Vienna, Austria
Tel: +43 (1) 515 170 - Fax: +43 (1) 512 2216