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**STATISTICAL COMMISSION and
ECONOMIC COMMISSION FOR
EUROPE**

**CONFERENCE OF EUROPEAN
STATISTICIANS**

**UNSD/UNECE Regional Meeting on
Revision of Economic Classifications
(Geneva, 29 September-1 October 2004)**

INFORMATION NOTICE TO PARTICIPANTS

**Regional Meeting on Revision of Economic Classifications
to be held at the Palais des Nations, Geneva
starting on 29 September 2004 at 10:00**

I. PURPOSE OF THE MEETING

1. The purpose of the Meeting is to inform the countries from the ECE region about the ongoing revision of the International Standard Industrial Classification (ISIC) and the Central Product Classification (CPC). It also aims at getting countries' comments and feedback on the detailed drafts of ISIC Rev.4 that was prepared by the UNSD and sent to the statistical offices.

II. PROVISIONAL AGENDA OF THE MEETING

2. The meeting will focus on the following substantive topics:

- Presentation and discussion of ISIC Rev.4 draft;
- Discussion of CPC ver.2 revision and proposals;
- Discussion of ISCO revision.

3. Details on the provisional agenda, the authors of invited and supporting papers, and the provisional timetable for the meeting will be presented at the UNECE web site.

III. GENERAL INFORMATION

Documentation

4. All documentation for the meeting will be made available at the UNECE Internet address:

<http://www.unece.org/stats/documents/2004.09.classif.htm>

5. In addition the first complete draft of ISIC **Rev.4** is available for comments at the UNSD website at:

<http://www.unstats.un.org/unsd/cr/isic-4.asp>

6. Countries are invited to present their experience with the implementation of activity and product classifications, requirements for national applications of the classification and resulting proposals for the international standard classifications. Discussion of the draft ISIC Rev.4 classification is encouraged in that context.

7. Any contributions to the meeting should be sent by e-mail to Ms. Tihomira Dimova at the address: tihomira.dimova@unece.org. The contributions should be in Word format and be a maximum of ten pages (including tables, references, etc.). They should reach the ECE Secretariat by 5 July 2004. Any last minute documentation submitted by participants will be circulated in the in the meeting room but will not be translated and formatted.

8. Participants are requested to bring copies of the documents mentioned in the provisional agenda to the meeting. There will be only a limited amount of documentation available in the meeting room.

IV. PARTICIPATION AND LANGUAGES

9. In accordance with standard UNECE practice, national statistical offices in the UNECE region are invited to send their experts. Furthermore, OECD member states and other United Nations member states are also invited to participate. Also a number of international organizations, e.g. Eurostat, the OECD, the ILO and CIS-Stat are invited.

10. The working languages of the meeting will be English and Russian. Simultaneous interpretation will be provided.

V. ALLOWANCES, ACCOMMODATION, PASSPORT AND VISA REGULATIONS

11. Participants are expected to pay for their own travel and per diem. They are requested to make their own hotel reservations. In order to assist participants in organizing their accommodation, the ECE secretariat provides a list of hotels on its web site: (<http://www.unece.org/stats/geneva.e.html>).

12. Financing is available for a limited number of representatives from the CIS and the Western Balkan countries.

13. Representatives from the Western Balkan countries will be financed through the CARDS regional programme for statistics (2001). For more information please contact the contractor ICON-Institute; contact name: Sabine Lange, Tel.: +49-221-93743208; E-mail: sabine.lange@icon-institute.de

14. Limited financing is also available for representatives from CIS countries. For more information please contact Mr. Santiago Ferrer, Tel. +1917367 0058, Fax: +1212-963-9851 or E-mail: ferrers@un.org

15. All participants attending the meeting and persons accompanying them 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 Switzerland in the country in which the participants reside.

VI. REGISTRATION, SECURITY MEASURES

16. In accordance with the accreditation procedures applied to all meetings held at the Palais des Nations, delegates are requested to complete the attached Conference Registration Form and transmit it **at the latest by 6 September 2004**, to the ECE secretariat. Registration forms should be sent to Mrs. Linette Blanchandin at E-mail: linette.blanchandin@unece.org or Fax (41) 22 917 00 40.

17. In order to enter the Palais des Nations, all participants need to obtain a security pass (ID badge). Therefore, participants are requested to present themselves at the **Security Identification Section, located at the Villa Les Feuillantines, 13 Avenue de la Paix (see attached map)**, in order to be issued with an identification badge. Participants are advised to present themselves at the Security Section at least 40 minutes before the beginning of the meeting. Delegates are also requested to keep the ID card with them at all times for the duration of the meeting. In case of difficulties, please contact the ECE secretariat (Ms. Linette Blanchandin –Tel: (+4122) 917 1272).

18. There are two gates that can be used by participants for entering the UN premises: the pedestrian passage at Place des Nations (buses 5 and 8 from the central station Cornavin, stop Nations) and the Pregny Gate (Avenue de la Paix 14, buses 8 and 18, stop Appia). For security reasons the Police can at any time temporarily close the Place des Nations gate.

VII. INFORMATION, MAIL, CORRESPONDENCE

19. All correspondence regarding the meeting should be addressed to:

Mr. Ralf Becker
UN Statistics Division
Statistical Classifications Section
2, UN-Plaza, DC2 - 1522,
New York, NY 10017, USA
Tel.: (1- 212) 963-4600
Fax: (1- 212) 963-1374
E-mail: beckerr@un.org

Ms. Tihomira Dimova
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Palais des Nations
CH-1211 GENEVA 10
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Tel: +4122 917 1906
Fax: +4122 917 00 40
E-mail: tihomira.dimova@unece.org

Please send this form by fax to the UN/ECE Statistical Division: +41 22 917 00 40



UNITED NATIONS OFFICE AT GENEVA

Meeting Registration Form

Please Print

Date _____

Title of the meeting

**Regional Meeting on Revision of Economic Classifications, Geneva,
29 September – 1 October 2004**

Delegation of (country) or Organization

Participant

Mr. ☐ Family Name _____ First Name(s) _____
 Ms. ☐ _____
 Miss. ☐ _____

Participation Category

Head of Delegation	<input type="checkbox"/>	Observer (organization)	<input type="checkbox"/>
Delegation member	<input type="checkbox"/>	NGO	<input type="checkbox"/>
Observer (country)	<input type="checkbox"/>	Other (Please specify below)	<input type="checkbox"/>

Participating From / Until

From

Until

Document language preference

English ☐

French ☐

Russian ☐

Official occupation (in own country)

Passport or ID Number

Valid Until

Official telephone N°.

Fax N°.

E-mail address

Permanent Official Address

Address in Geneva

Accompanied by Spouse

Yes ☐

No ☐

Family Name (Spouse)

First Name (Spouse)

On Issue of ID Card

Participant Signature

Spouse Signature

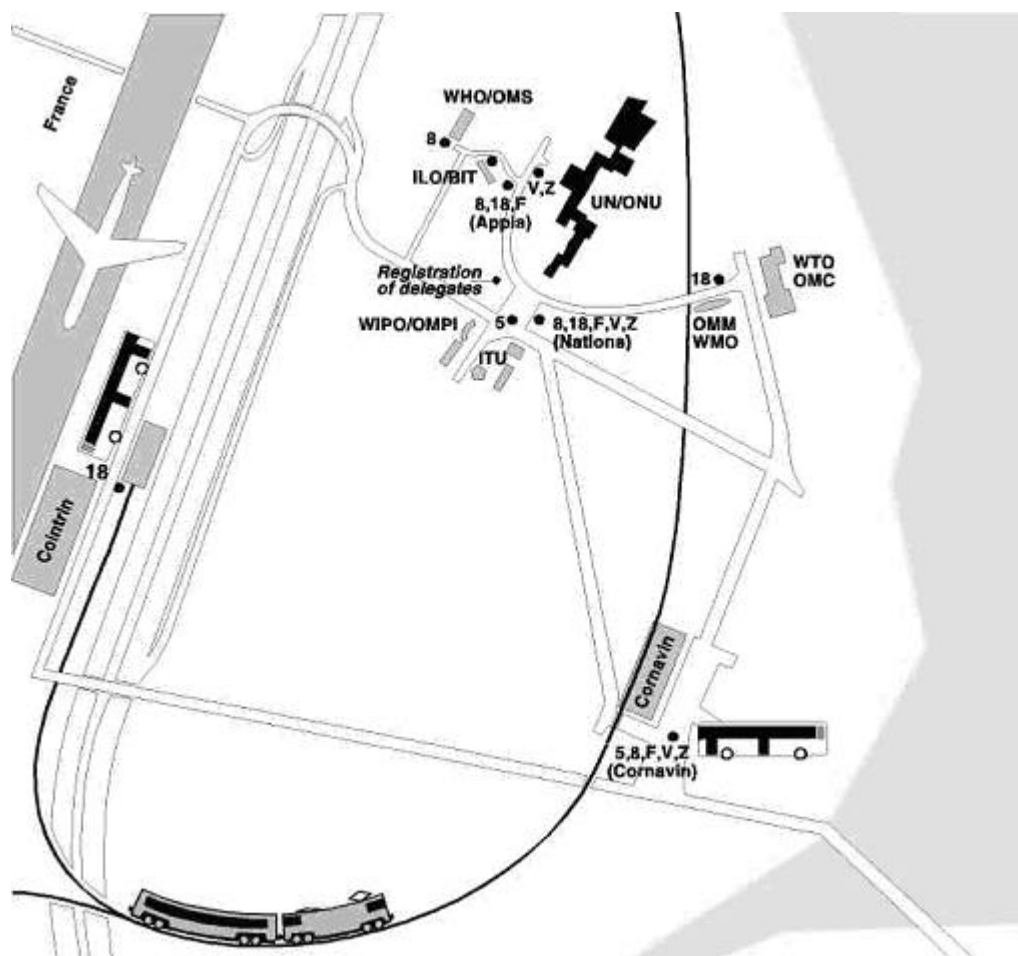
Date

Security Use Only

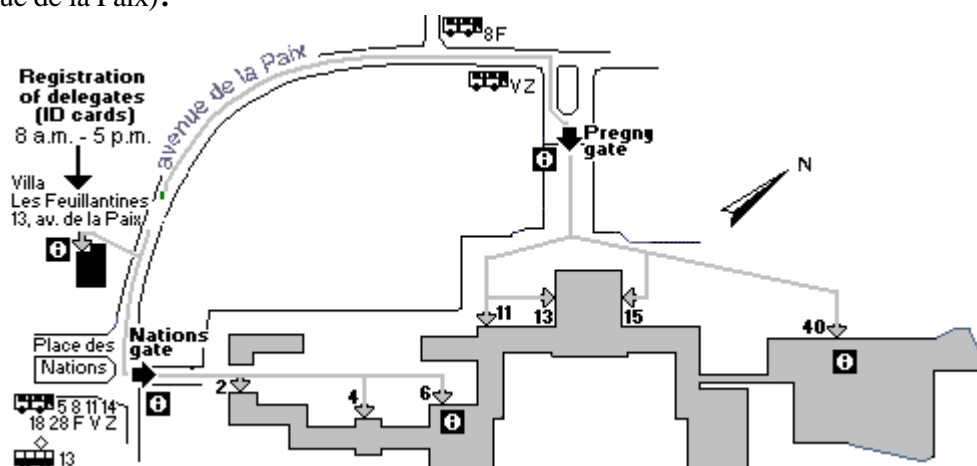
Card N°. Issued

Initials, UN Official

How to find the UN building in Geneva:



Where to obtain the entry pass (Security Identification Office, Villa les Feuillantines, 13 avenue de la Paix):



Entry for delegates with valid ground pass: "Place des Nations gate" and "Pregny gate"

Entry for visitors: "Pregny gate" only

Note: a valid photo ID is needed to obtain the ground pass and to gain the entry to the UN premises.