

**Proxy Centre**

# **COMPANY INFORMATION**



Proxy Centre is a recognized leader in event organization and assistance at the state and international level for congresses, forums, conferences, athletic competitions.





# FOCUS AREAS

FOR WHICH PROXY CENTRE PROVIDES  
A FULL RANGE OF EVENT ORGANIZATION SERVICES:



State and international forums  
and summits



Conferences and seminars held by the largest  
Russian and international companies



Athletic events of the state  
and international level

PROXY CENTRE  
IN FIGURES

over 100  
employees

40 its own fleet of  
vehicles

250 units of office  
equipment

# PROXY CENTRE'S SERVICES



## PROJECT MANAGEMENT

- » Budgeting and accounting
- » Assembling projects' technical management
- » Setting up projects' operations control services
- » Setting up projects' call centers



## WORKING WITH PARTICIPANTS

- » Organizing informational work with participants
- » Delegate management
- » Setting up and providing accreditation for participants, support personnel, and transportation
- » Organizing events' transportation services
- » Working with the media



## SERVICE ACTIVITIES' COORDINATION

- » Providing IT assistance
- » Providing technologies, ensuring security
- » Organizing and controlling the work of subcontractors and technical services
- » Selecting, training and controlling the work of temporary personnel



## DEVELOPEMENT OF EVENTS' BUSINESS PROGRAMMES WORKING WITH SPEAKERS

- » Development of architecture of business programme
- » Networking with Business Programme Partners
- » Form concepts of workshops
- » Substantive and organizational support of the program part of the event
- » Selection and invitation of speakers and moderators
- » Systematization of the results of business events, preparation of final resolutions





# OUR GEOGRAPHY



PROXY CENTRE PROVIDES SERVICES  
THROUGHOUT THE ENTIRE RUSSIAN  
FEDERATION AND IMPLEMENTS  
PROJECTS AROUND THE WORLD

Over the last five years, Proxy Centre held events in Moscow, St. Petersburg, Sochi, Kazan, Yaroslavl, Khabarovsk, Vladivostok, Ufa, Barnaul, Yalta, Kaliningrad, Saransk, Yekaterinburg, Samara, Rostov-on-Don, Nizhny Novgorod, Volgograd, Kaluga, Voronezh, Anapa, Yessentuki, Grozny, Krasnodar, Gelendzhik, Singapore, Beijing.





# PROXY CENTRE PARTICIPATED IN ORGANIZING **OVER 80 EVENTS** ON THE ALL-RUSSIAN AND INTERNATIONAL SCALE, INCLUDING:



- » 2018 FIFA World Cup Russia
- » The final draw for the 2018 FIFA World Cup Russia
- » The Russian Investment Forum, 2018
- » FIFA Confederations Cup Russia 2017
- » Draw for the 2018 FIFA world Cup Russia, 2017
- » Ecotech International Exhibition and Forum and All-Russian Congress of environmental protection, 2016 and 2017
- » St. Petersburg International Cultural Forum, 2016, 2017, 2018
- » Caspian International Technological Forum «Technocaspian-2017»
- » The International Forum «Arctic: today and the future», 2017
- » Moscow financial forum, 2016
- » Events held during Russia's Shanghai Cooperation Organization (SCO) presidency, 2014 and 2015

- » Events held during BRICS summits, 2015
- » International Financial Congress, annually
- » St. Petersburg International Economic Forum, annually
- » Yalta International Economic Forum, annually
- » The 2014 Winter Olympics and the 2014 Winter Paralympics, Sochi
- » Events held during Russia's G8 presidency, 2014
- » The 21st session of the Asia Pacific Parliamentary Forum, January 2013
- » The Baltic Sea Forum, April 2013
- » Events held during Russia's G20 presidency, 2013
- » Events held during Russia's APEC Forum presidency, 2012
- » The Russia Forum, 2012 and 2013



JUNE 1-3  
1-3 ИЮНЯ



SPIEF'17  
ST. PETERSBURG  
INTERNATIONAL  
ECONOMIC  
FORUM

ПМЭФ'17  
ПЕТЕРБУРГСКИЙ  
МЕЖДУНАРОДНЫЙ  
ЭКОНОМИЧЕСКИЙ  
ФОРУМ

JUNE 1-3  
1-3 ИЮНЯ



OPERATOR OF THE ST. PETERSBURG  
INTERNATIONAL ECONOMIC FORUM:



## THE ST. PETERSBURG INTERNATIONAL ECONOMIC FORUM, HELD ANNUALLY

For many years, Proxy Centre has participated in the preparations for the St. Petersburg International Economic Forum (SPIEF). Proxy Centre is in charge of organizing the entire SPIEF accreditation process both for participants and for support personnel, developing transportation logistics, providing transportation services, congress management, and handling many other tasks. Due to many years of technical support experience, specialists of Proxy Centre provide maintenance services for the SPIEF facilities, coordinate the work of contractors preparing the venue. Significant areas of responsibility for Proxy Centre are banners and flower arrangements for the central venue, supplying catering equipment, control over putting service areas into operation, and other tasks connected with preparing for the Forum at the highest level. One of Proxy Centre's most important tasks is setting up the presidential zone at the SPIEF venue for the head of state and ensuring smooth operation of the SPIEF international broadcasting center and press center.







## THE FIFA WORLD CUP 2018 IN RUSSIA

FIFA World Cup became the largest sporting event in 2018. The championship was held in Russia for the first time, and the games were hosted in 11 cities: Moscow, Saint Petersburg, Kazan, Ekaterinburg, Samara, Rostov-on-Don, Volgograd, Sochi, Saransk, Nizhny Novgorod and Kaliningrad. Within the event, Proxy Centre company was in charge for implementation of two directions: transport support and organization of transport tables and transport zones work.

Transport support involved the vehicles preparation and training of the drivers, organization of control centers, organization of rolling stock operation services and administration of related business processes in 8 cities of the World Championship, as well as on 28 official team bases. More than 1,500 vehicles and more than 3,000 drivers were involved during the World Cup. In addition to the driver's staff, more than 400 employees were responsible for support and coordination of business processes. During the Championship, 18 control centers were functioning at the same time, providing execution of more than 30 000 individual and group requests for transport services. The work of transport tables and transport zones was organized by Proxy Centre in each of 11 host cities. This service included informing VIP and VVIP members about the provided transport services, assistance in solving logistical problems, organization of parking areas and pick up / drop off stations at the main sites – airports, hotels, stadiums. Work of transport tables and transport zones was arranged by 510 employees of the company and involved specialists in 57 sites in all cities of the event. The staff of the company provided functioning of 81 transport and information table.







## THE FIFA CONFEDERATIONS CUP, 2017

The specialists of Proxy Centre company organized the functioning of transport and information desks and transport zones within the Confederations Cup, which was held to Russia under the auspices of FIFA from June 17 to July 2, 2017. Proxy Centre arranged this work in all four cities of Confederations Cup: Moscow, St. Petersburg, Kazan and Sochi. The company became the winner of the open tender for the service provision, announced by ANO «Organizing Committee-2018».

In addition, Proxy Centre supplied transport services during the Confederations Cup in three host cities: Moscow, St. Petersburg and Sochi. During the preparation and holding of the Confederations Cup the company's own vehicles and drivers were provided, as well as the training of the involved specialists.







## ECOTECH INTERNATIONAL EXHIBITION AND FORUM AND 5<sup>TH</sup> ALL-RUSSIAN CONGRESS OF ENVIRONMENTAL PROTECTION 2016-2017

ECOTECH International Exhibition and Forum is the main congress platform in Russia and the CIS for solving issues of environmentally sustainable development of the planet, demonstrating innovative environmental solutions and exchange of experience in the development of green technologies. The representatives of such international organizations as the UN Environment Programme, the UNIDO Centre for International Industrial Cooperation in the Russian Federation, the World Health Organization, the International Sustainable Energy Development Centre under the auspices of UNESCO, the Chinese Center for SCO Member States in the field of environment and many others participated in ECOTECH-17. Representatives of international organizations tacitly called the exhibition "Green Davos", since this is the first large-scale and annual international event in the field of ecology.

Proxy Centre company acted as the general executor for the organization of the joint final events of the Year of Ecology in Russia - ECOTECH International Exhibition and Forum and V All-Russian Congress of Environmental Protection. The complex of conducted work included such areas as the creation of official websites of events, comprehensive work with more than 3 thousand participants from 50 countries of the world, development of business program, work with speakers and organizers of sections, organization of the exhibition, work with partners, technical management, accreditation of participants, work of PR-service ECOTECH, recruitment of temporary staff, interpreters work management.







## PRESERVATION AND DEVELOPMENT OF RUSSIAN CLASSICAL BALLET. EVENTS IN RUSSIA AND EUROPE.

In November 2017, Proxy Centre were the general producer of a large cultural event – gala concert “Ballet Master” dedicated to the 80th birthday and the 60th anniversary of creative activity of the USSR People’s Artist Oleg Mikhailovich Vinogradov. The anniversary gala concert allowed presenting to the audience the results of 60 years of creation in Russian classical ballet. The event was attended by prominent figures in the world’s dancing art, heads of the leading cultural institutions of Russian and foreign countries, representatives of international organizations (UN, UNESCO), eminent representatives of the federal government of the Russian Federation, foreign envoys to the Russian Federation. Proxy Centre made the full range of preparations for the event, including organization of the gala program for special guests.

On a regular basis, Proxy Centre deals with organizing independent events aimed at preservation and development of Russian classical ballet in Russia and Europe.







## ST. PETERSBURG INTERNATIONAL CULTURAL FORUM, HELD ANNUALLY

Since 2016, Proxy Centre has been cooperating with the Directorate of the St. Petersburg International Cultural Forum, which is recognized as a cultural event of international standard that annually attracts thousands of experts from around the world: theatre stars, opera and ballet stars, outstanding directors and musicians, public figures, government representatives and business, academic community. The tasks of specialists of Proxy Centre include ensuring the online registration process and accreditation of the Forum's participants. The specialists of Proxy Centre developed and implemented an online registration system for public and professional flows, for delegations, media representatives and volunteers. During the work at the Forum, Proxy Centre attracts about 70 temporary employees, who operate 5 accreditation centers, including the accreditation point in Moscow.

The specialists of Proxy Centre are in charge for organizing access control to the venues of the Forum's business program, including invitation-only events.







## SOCHI WINTER OLYMPICS AND WINTER PARALYMPICS

While preparing for the 2014 Winter Olympics and the 2014 Winter Paralympics, Proxy Centre was in charge of setting up the system of transportation information desks for both competition and non-competition facilities. The system ensured that any participant, employer, or guest of the Games could obtain complete information on the transportation services offered during the Games. Besides, Proxy Centre organized the work of a group of mobility inspectors, who provided passenger services at the transfer hubs in Adler, Sochi, Krasnaya Polyana, Khosta, Matsesta, Esto-Sadok, the Olympic Village, and the Olympic Park. Proxy Centre's professionals developed and implemented an unique system of logging and distributing transportation passes issued to the participants and guests of the Games.





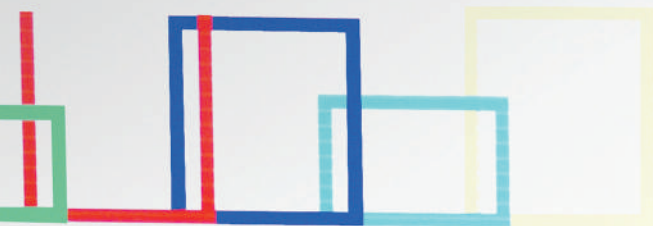


## RUSSIA'S SCO PRESIDENCY IN 2014-2015

Proxy Centre was selected as one of the partners organizing the event cycle during Russia's presidency in the Shanghai Cooperation Organization (SCO) in 2014-2015. The event schedule for Russia's SCO presidency includes over 100 joint projects in political, trading, economic, cultural, and humanitarian spheres. Proxy Centre's team is involved in organizing over 50 events, taking responsibility for such areas as call centers, online registration procedure and guest accreditation during the event, event venue construction and branding, transportation services, information and logistical support for delegations, and other areas. Project geography: Moscow, St. Petersburg, Sochi, Ufa.







## VII BRICS ACADEMIC FORUM

May 21–23, 2015, Moscow, Russia

VII BRICS ACADEMIC

May 21–23, 2015  
MOSCOW, RUSSIA



### RUSSIA'S BRICS PRESIDENCY, 2015

During Russia's BRICS presidency in 2015, about 110 events are planned in different cities in Russia. As its priority areas, Russia chose implementing agreements on establishing BRICS' own financial institutions: the New Development Bank and the Currency Reserve Pool, enhancing cooperation in public health, strengthening strategic stability and non-proliferation of weapons of mass destruction, fighting against international terrorism, strengthening information security. Proxy Centre became one of the partners organizing events to be held during Russia's BRICS presidency (over 30 events). Proxy Centre's assignments cover informational work with participants, providing participants' online registration and guest accreditation at events, organizing the work of call centers, event venue construction and branding, transportation services, and many other areas.







## RUSSIA'S G20 PRESIDENCY, 2013

In 2013, Russia took presidency in G20, an international institution which includes the world's largest economically developed countries. During that time, over 50 top-level events were held, involving over 9,000 people: politicians, businessmen, experts, officials. The Russian government's central task was to concentrate the forum's efforts on developing measures for the key economic and financial issues related to economic growth and new jobs throughout the world. Proxy Centre worked with the delegations, carried out the full range of work on the online registration and accreditation for the guests and participants of all the events held during Russia's G20 presidency. Proxy Centre was also in charge of transportation services at the most important project events. During its G20 presidency, Russia hosted 60 official delegations totaling 5,000 delegates, and 20 specially assigned delegate managers worked with them continually. 312 information and service points were set up.





# FOOD SECURITY MINISTERIAL MEETING

30-31 MAY, 2012, KAZAN



## RUSSIA'S APEC FORUM PRESIDENCY, 2012

During Russia's APEC Forum Presidency, Proxy Centre participated in preparing and holding 111 events. Proxy Centre worked with all categories of participants totaling over 15,000 people; it organized the communication officers' service, developed and implemented participants' online registration, accredited guests at event venues. Proxy Centre's tasks included informational work with delegates, developing transportation logistics and transportation services, setting up information desks at event venues, at airports and hotels used for the program. When implementing the project, Proxy Centre set up 67 transportation information desks. Proxy Centre's professionals maintained the call center operation during Russia's entire presidency. Project geography: Moscow, St. Petersburg, Yaroslavl, Kazan, Khabarovsk, Vladivostok, Singapore.







# OUR EXPERIENCE





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