



## Convention on Biological Diversity

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SUB-REGIONAL CAPACITY-BUILDING WORKSHOP ON  
THE NAGOYA PROTOCOL FOR CENTRAL AND  
EASTERN EUROPE AND CENTRAL ASIA  
Minsk, Belarus, 31 March– 4 April 2014

### Information Note for Participants

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## 1. Opening

The Sub-regional Capacity-building Workshop on the Nagoya Protocol for Central and Eastern Europe and Central Asia will be held in Minsk, Belarus from Monday, 31 March to Friday, 4 April 2014.

The workshop will start at 9:00 a.m. on Monday, 31 March and registration will take place from 8:30 a.m. at the workshop venue.

## 2. Venue

The workshop will be held at:

**IBB Johannes Rau International Centre for Education and Exchange**

Prospect Gazety Pravda, 11

220116 Minsk

Belarus

Tel: + 375-17-270-5959

Web site: <http://ibb.by/en/>

## 3. Working language of the workshop

The workshop will be held in English with interpretation into Russian.

## 4. Documents

Participants are kindly reminded to bring their own copies of the pre-session documents for the workshop as there will be no extra copies made available on site during the workshop. Pre-session documents will be available on the Secretariat's web site at:



<http://www.cbd.int/doc/?meeting=ABSWS-2014-03>

## 5. General information on access to Minsk, Belarus



Minsk is serviced by the Minsk National/International Airport (Minsk-2) which is approximately 42 km outside the city centre. Taxis are available at the airport at an approximate cost of US \$25-40 and the journey takes about 30-40 minutes. There are buses available to the city centre (Central bus station and Moskovski bus station) about every hour during the day and every 2 hours during night hours, the cost is about BYR 24,000 and the journey takes approximately 50 minutes.

## 6. Visa information



Participants from most countries require a visa for Belarus and are strongly advised to contact the nearest Belarusian diplomatic or consular mission **as soon as possible** in order to secure the required entry visa in a timely manner, prior to departure.

A list of relevant Belarusian diplomatic/consular missions abroad, is available on the web site of the Ministry of Foreign Affairs of the Republic of Belarus at:

[http://www.belembassy.org/index\\_eng.html](http://www.belembassy.org/index_eng.html). A list is also available in Russian at: <http://www.belembassy.org/index.html>.

Information on visa procedures for Belarus can be found on the web site of the Ministry of Foreign Affairs at following link: <http://mfa.gov.by/en/visa/> (in English) and <http://www.mfa.gov.by/visa> (in Russian). A Visa application form for Belarus can be found at the following link: [http://belembassy.org/visa/visa\\_en\\_e.html](http://belembassy.org/visa/visa_en_e.html).

The following documentation is required to complete the visa application.

1. Application form duly completed
2. One recent passport-sized photo affixed to the form
3. Original passport with 2 blank pages
4. Visa support documents (i.e. invitation)

### **Countries that do not require a visa to enter Belarus:**

A **Visa-Free regime** is provided for the citizens of: Armenia, Azerbaijan, Cuba (for a term not exceeding 30 days), Georgia, Kazakhstan, Kyrgyzstan, Macedonia (provided that there is a private invitation or tourist voucher), Moldova, Mongolia (provided that there is a private invitation or tourist document), Montenegro (for a term not exceeding 30 days provided that there is a private invitation or tourist voucher), Qatar (for a term not exceeding 30 days), Russia, Serbia (for a term not exceeding 30 days), Tajikistan, Ukraine, Uzbekistan, Venezuela (for a term not exceeding 90 days).

### **Countries that require a visa to enter Belarus:**

Albania, Bosnia and Herzegovina, Bulgaria, Croatia, Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Romania, Slovakia, and Slovenia.

All foreign nationals (except British foreign nationals) visiting Belarus must hold medical insurance. All foreign nationals must register their passports at the local police station within three days of their arrival; if staying at a hotel, reception will do this automatically.

To facilitate the issuance of visas, the Secretariat will issue invitation letters to be attached to the visa applications.

### **7. Hotel information**



**Participants are kindly reminded that pre-booking of rooms was made for the workshop participants at the IBB Hotel. Please, call the hotel manager (tel. +375-17-2705959 or + 375-17-27004, Ekaterina) or send e-mail to [hotel@ibb.by](mailto:hotel@ibb.by) for room reservation as soon as possible (please reserve by 15 March 2014).**

You can make also your own hotel reservations. Below is an indicative list of hotels (**annex A**) located in the vicinity of the meeting venue. Please reserve rooms as early as possible as there are many other events taking place in the city at that time.

Further information on hotels in Minsk can be found on the web site of the link Belarus National Agency of Tourism at the following link: <http://eng.belarustourism.by/>

## 8. Payment of the Daily Subsistence Allowances (DSA)

Sponsored participants will receive their DSA on the first day of the workshop.

## 9. Official languages in Belarus

The official languages in Belarus are Belarusian and Russian. English is understood in some hotels and restaurants.

## 10. Weather and time zone information



In March and April, temperatures in Minsk, Belarus range between a maximum of +11°C in the daytime and a minimum of -4°C at night. Please bring warm clothing. Current weather conditions can be found at: <http://www.worldweather.org/106/c00205.htm>.

The standard time zone is GMT/ UTC +3 hours.

## 11. Electricity

The electrical currents in Belarus are 220 Volts, 50 Hertz, the plugs are as shown in the illustration below.



## 12. Currency



The currency in Belarus is the Belarusian Ruble (BYR). The current exchange rate as at 7 March 2014 is US \$1 = 9,790 BYR and € 1 = 13,570 BYR.

## 13. Disclaimer

The CBD Secretariat disclaims all responsibilities for medical, accident and travel insurances, for compensation for death or disability compensation, for loss of or damage to personal property and for any other losses that may be incurred during travel time or the period of participation. In this context, it is strongly recommended that participants will secure international medical, accident and travel insurances for the period of participation prior to departure.

## Annex A

### List of hotels in the vicinity of the meeting venue

HOTELS	Rates	Remarks
<b>1. IBB Hotel</b> <b>Prospect Gazety Pravda</b> <b>220116 Minsk</b> <b>Belarus</b> <b>Tel: + 375-17-270-7004 / 3994</b> <b>E-mail: <a href="mailto:hotel@ibb.by">hotel@ibb.by</a></b> <b>Web site <a href="http://ibb.by/en/hotel">http://ibb.by/en/hotel</a></b>	(breakfast is included)  55 Euro (standard room) 75 Euro (superior room)	<b>Hotel is located at or just beside the meeting venue</b>
<b>2. Zvezda Hotel</b> <b>Avenue gazet "Zvyazda", 47</b> <b>220116, Minsk</b> <b>Belarus</b> <b>Reservations: Tel/fax. +375 17 272 85 42</b> <b>E-mail: <a href="mailto:hotelzvezda@tut.by">hotelzvezda@tut.by</a></b> <b>Web site: <a href="http://hotelzvezda.com/contacts_eng.php">http://hotelzvezda.com/contacts_eng.php</a></b>	<sup>1</sup> From 15 <sup>th</sup> March room rates will be from 30 to 75 Euro <sup>1</sup> (see information below)	<b>Hotel is approximately 3 km from the meeting venue</b>
<b>3. Hotel Orbita</b> <b>Pushkin Avenue 39</b> <b>220092 Belarus, Minsk</b> <b>Reservations: Tel.: + 375 17 206 77 81/83</b> <b>E-mail: <a href="mailto:info@orbita-hotel.com">info@orbita-hotel.com</a>;</b> <b><a href="mailto:reservation@orbita-hotel.com">reservation@orbita-hotel.com</a></b> <b>Web site: <a href="http://www.orbita-hotel.com/eng/hotel/ourcity/">http://www.orbita-hotel.com/eng/hotel/ourcity/</a></b>	<sup>2</sup> Room rate information see below or at the hotel website.	<b>Hotel is approximately 6 km from the meeting venue</b>
<b>4. Yubileiny Hotel</b> <b>19 Pobediteley Ave.</b> <b>Minsk, 220004</b> <b>Belarus</b> <b>Reservations: Tel.: +375 (17) 226-90-37</b> <b>Web site: <a href="http://www.vhotel.by/en/contacts/">http://www.vhotel.by/en/contacts/</a></b>	Room rates/per day are as follow: single - \$113, twin - \$143, Suite - \$212, LUX - \$298	<b>Hotel is approximately 9 km from the meeting venue</b>
<b>5. Minsk Hotel</b> <b>Nezavisimosti Ave 11</b> <b>220030, Minsk</b> <b>Belarus</b> <b>Reservations: Tel.: +375(17)209-90-62/75/78/80</b> <b><a href="mailto:reservation@hotelminsk.by">reservation@hotelminsk.by</a></b> <b>Web site: <a href="http://www.hotelminsk.by">http://www.hotelminsk.by</a></b>	<sup>3</sup> Room rate information see below or at the hotel website.	<b>Hotel is approximately 7 km from the meeting venue</b>
<b>6. Victoria Hotel</b> <b>59 Pobediteley Avenue</b> <b>220035, Minsk</b> <b>Belarus</b> <b>Reservations: Tel. +375 (17) 239 77 44, 204 88 44</b> <b>Web site: <a href="http://eng.hotel-victoria.by/#contacts/">http://eng.hotel-victoria.by/#contacts/</a></b>	Single and double room rates vary from \$182 to \$217 The cost of the room includes: habitation, breakfast (buffet), sauna and gym (from 7.00a.m until 11.00a.m), VAT, taxes and dues.	<b>Hotel is approximately 7 km from the meeting venue</b>

### <sup>1</sup> Room rates at the Hotel” ZVEZDA”

No.	Room category	Room description	Room rate, € (Euro)
1.	Luxury room A	Double	75
	Luxury room B	Double	70
	Business	Double	60
2.	Standard	One room with a bed for two persons (double)	50
	Standard	One room with a bed for one person (single)	50
	Economic class	One room for a bed for two persons (double)	40
	Economic class	One room for a bed for one person (single)	30
3.	Economic class	One room with two separate beds (twin)	14. x 25

### <sup>2</sup> Room rates at the Hotel “ORBITA”

Category	Room price per day, EUR
"Orbita" Suite (two levels, duplex)	472
Suite (3 rooms, 1 double bed) 14 floor	193
Suite (3 rooms, 1 double bed) 6 floor	185
Suite (2 rooms, 1 double bed or 2 separate beds) 6,11,12(non-smoking),13,14 floors	126
Suite (2 rooms, 1 double bed) 4,5,7,8,9 floors	102
Single room 12 floor (non-smoking) Single room 11,13,14 floors	69
Single room 6,8 floors	65
Single room 4,5,7,9 floors	53
Twin room (2 separate beds) 8 floor Twin room (2 separate beds) 12 floor (non-smoking)	91
Twin room (2 separate beds) 5,7,9, floors	89
Double room (1 double bed) 11 floor	81
Double room (1 double bed) 7,9 floors	75
Payment is made in Belarussian roubles. Prices in EUR are given for the convenience of calculations (the exchange rate on March 6st, 2014 is 1 EUR = 13 400 ByR).	

### <sup>3</sup> Hotel “MINSK”

#### Room rates

ROOM CATEGORY	INTERNATIONAL DESIGNATION	RATE (USD) (INCLUDING BREAKFAST)
1-ROOM (1-BED) FOR ONE GUEST	SINGLE	189
1-ROOM (2- BEDS) FOR ONE GUEST	TWIN	215
1-ROOM (1- BED) FOR ONE GUEST	DOUBLE	215
1SUPERIOR ROOM (1- BED) FOR ONE GUEST	DOUBLE SUPERIOR	260
2-ROOMS (1- BED) FOR ONE GUEST	LUXE	300
2 SUPERIOR ROOMS (1- BED) FOR ONE GUEST	LUXE COMFORT	330
2 SUPERIOR ROOMS (1- BED) FOR ONE GUEST	LUXE SUPERIOR	360

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