

Convention on Biological Diversity

Distr.
GENERAL






13 November 2009 Rev.1*

ENGLISH ONLY

THIRD BUSINESS AND THE 2010 BIODIVERSITY CHALLENGE
CONFERENCE *in conjunction with* UNEP BUSINESS
AND INDUSTRY GLOBAL DIALOGUE
Jakarta, Indonesia, 30 November – 2 December 2009

Information Note for Participants

QUICK LINKS (Control + click on icons for web page, click on page number to directly access text in document)

 Visa Information (page 3)
 Conference Documents (page 2)
 Hotel Information (pages 4, 7)
 Weather Information (page 5)
 Currency Information (page 5)

INFORMATION HIGHLIGHTS

1. OPENING AND REGISTRATION.....	2
2. VENUE	2
3. PRE-REGISTRATION	2
4. ACCESS TO THE CONFERENCE VENUE AND NAME BADGES	2
6. DOCUMENTS	2
7. GENERAL INFORMATION ON ACCESS TO JAKARTA, INDONESIA	3
8. VISA INFORMATION	3
9. HEALTH INFORMATION	4
10. HOTEL -BLOCK BOOKING	4
HOTEL RESERVATION FORM	7
13. WEATHER AND TIME ZONE INFORMATION	5

* This revision is issued to substitute the hotel reservation form below.

1. Opening and registration

The Third Business and the 2010 Biodiversity Challenge Conference in conjunction with the UNEP Business and Industry Global Dialogue will be held from 30 November to 2 December 2009 in Jakarta, Indonesia.

The Conference will start at 9:00 a.m. on Monday, 30 November 2009, and registration will take place at the venue of the Conference at 8:00 a.m. the same day.

The conference will be followed by an informal dialogue on business and access and benefit-sharing on 2-3 December 2009, organized by the CBD Secretariat in collaboration with the United Nations University (UNU).

2. Venue

The Conference will be held at:

Hotel Gran Meliá Jakarta

Jalan H.R. Rasuna Said Kav. X - O, Kuningan,
Jakarta 12950 Indonesia

Tel: +(62-21) 526-8080

Fax: +(62-21) 526-8181

E-mail (Reservations): reservation@granmelijakarta.com

Web site: <http://www.granmelijakarta.com>

3. Pre-registration

Participants are kindly requested to submit, as soon as possible but **no later than 6 November 2009**, their participation from using the online system available on the Secretariat web site: <http://www.cbd.int/business3/registration/>

4. Access to the conference venue and name badges

Access to the conference venue is subject to the presentation of a valid conference badge. Conference badges will be issued at the registration counter upon presentation of a valid passport or an identification card with a photograph.

5. Working language

The Conference will be held in English.

6. Documents

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



<http://www.cbd.int/doc/?meeting=B2010-03>

7. General information on access to Jakarta, Indonesia



Jakarta is serviced by the Jakarta - Soekarno-Hatta International Airport (30 km from the city centre). The journey to the city centre takes approximately 60 minutes (longer during rush hour).

Participants wishing to avail themselves of the Gran Melia Silver Bird Taxi service should send the completed reservation form attached hereto, as soon as possible **but no later than Friday, 23 November 2009**, to the designated focal person namely:

Mr. Helmi Shaukani
E-mail: fom@granmeliajakarta
Telephone: + 62 81385554561
Fax: +62 215266060

The fares are approximately US \$24.50 each way or a portion of it when shared amongst 2-3 participants can be charged to the rooms. The Gran Melia airport representative will be greeting participants with a sign bearing the name of the hotel, at the gate after the baggage claim counter.

Alternatively, participants can book taxis at counters in the arrivals areas and in the main halls of the terminals and often operate on a pre-paid coupon system which can be purchased at the terminal. The cost of the fare is approximately IDR 200,000 (US \$20) to the city centre.

It should be noted that an airport tax is **applicable upon departures** of IDR 150,000 net per person (approx. US \$15). The airport tax must be **paid in local currency only**. Exchange facilities are available at the Gran Melia Hotel.

8. Visa information



Participants from countries listed below **do not** require an entry visa for Indonesia, all other participants are strongly advised to contact the nearest Indonesian diplomatic or consular mission **as soon as possible** in order to secure the required entry visa in a timely manner, **prior to departure**. Nationals from countries which can obtain a visa on arrival are also advised to secure a visa prior to departure, as some airline companies may not allow boarding in the absence of a visa.

Information on visa procedures as well as a list of relevant Indonesian diplomatic/consular missions abroad are available as follows, respectively:

<http://www.indonesia.travel/visiting-indonesia>

http://www.indonesia-ottawa.org/page.php?l=1400indonesian_embassies

<http://www.indo.com/tplan/visa.html>

For ease of reference, the following documents are required for visa applications:

- A valid passport (a least 6 months);
- A round trip or through ticket to country of destination;
- 2 photographs, size 4 X 6 cm;
- Proof of written guarantee of possession of sufficient funds for living expenses during entire stay in Indonesia;
- Payment of the visa fee (as necessary)¹.

**COUNTRIES AND TERRITORIES WHOSE CITIZENS DO NOT REQUIRE
VISAS IN ORDER TO ENTER INDONESIA AS VISITORS (AS LISTED ON THE
WEBSITE OF THE MINISTRY OF CULTURE AND TOURISM OF THE
GOVERNMENT OF THE REPUBLIC OF INDONESIA)**

Citizens of the following countries and territories **do not** require a visa to **visit** or **transit** Indonesia:

Brunei Darussalam	Macao S.A.R.	Philippines
Chile	Malaysia	Singapore
China(Hong Kong S.A.R. only)	Morocco	Thailand
Ecuador	Peru	Viet Nam

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

9. Health Information

There are no vaccination requirements for Indonesia except for travellers coming from a yellow fever endemic country require a yellow fever vaccination certificate for travellers over 1 year of age. For more information, please consult a medical professional with regard to the vaccination requirements for your travel.

A malaria risk exists throughout the year in all areas of the five eastern provinces of Papua, West Papua, Maluku, North Maluku and East Nusa Tenggara. In the other parts of the country, there is malaria risk in some districts, except in Jakarta Municipality, big cities, and within the areas of the main tourist resorts. *P. falciparum* resistant to chloroquine and sulfadoxine–pyrimethamine reported. *P. vivax* resistant to chloroquine reported. For more information, please consult a medical professional with regard to the vaccination requirements for your travel.

10. Hotel -block booking

A block booking has been made at the Hotel Gran Meliá Jakarta, the Conference venue, on behalf of all participants in the Conference. The negotiated room rates (US\$ 70 net) **for a Deluxe Room in a single occupancy**, inclusive of breakfast, are outlined in the reservation form attached hereto. As indicated under heading 5 above, the completed reservation form should be sent as soon as possible **but no later than Friday, 23 November 2009** to the designated focal person.

¹ The CBD Secretariat will request from the host country a waiver of the visa fees.

It should be noted that the block booking includes breakfast and lunch, with regard to supper, participants will have to make their own arrangements with Gran Melia or at restaurants in the vicinity. The CBD Secretariat will settle the hotel accommodation at a single occupancy rate including lunch on behalf of the sponsored participants. Any extras, such as Silver taxi service, telephone, room upgrade, bar, laundry, e-mail, restaurant, etc. are at their own costs and must be settled upon checking out.

11. Payment of the Daily Subsistence Allowances (DSA)

Sponsored participants will receive the relevant portion of their DSA on the first day of the Conference.

12. Official language in Indonesia

The official language in Indonesia is Indonesian, however English is spoken in hotels and restaurants.

13. Weather and time zone information



In November and December, temperatures in Jakarta usually range between a maximum of 32°C in the daytime and a minimum of 24°C at night. Current weather conditions can be found at: <http://www.worldweather.org/043/c00310.htm>

The standard time zone will be GMT/UTC + 7 hours.

14. Electricity

The electrical currents are 230 volts, 50 Hertz the type of socket is two round pins (with or without ground connection) as shown below.



15. Currency



The currency in Indonesia is the Indonesian Rupiahs (IDR or Rps.). The current exchange rate as at 13 October 2009 is US \$1 = IDR 9,445.00 and (Euro) € 1 = IDR 14,008.94.

16. Disclaimer

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

THIRD BUSINESS AND THE 2010 BIODIVERSITY CHALLENGE CONFERENCE IN CONJUNCTION WITH THE UNEP BUSINESS AND INDUSTRY GLOBAL DIALOGUE

30 NOVEMBER TO 2 DECEMBER 2009²

Accommodation at special rates has been reserved at The Gran Melia Jakarta for the event as the Official Hotel. Delegates should send Reservation directly to the organizer. Please fax or email this booking form to the fax number stated below to secure your rooms.

Guest's Name

(Please indicate gender)

(Mr / Mrs)

First Name

Surname

Company

Designation/Position/Title

Business Address

Street Address

Email Address

City

State

Nationality

Passport number & Date of Birth (dd/mm/yy)

Phone Number

Facsimile Number (Please add country/city code)

Room Type	Group Rates	Please thick (X) for room type you choose
Deluxe Room - Single Occupancy	USD 70 net/room/night	
Deluxe Room - Double Occupancy	USD 75 net/room/night	
Deluxe The Level Room - Single Occupancy	USD 110 net/room/night	
Deluxe The Level Room - Double Occupancy	USD 115 net/room/night	

Note: Other Suite Rooms are available upon request

Benefits:

- Complimentary sumptuous daily buffet breakfast for one or two persons at the Cafe Gran Via.
- Complimentary Local or International Newspapers.
- Complimentary car park for the hotel guest throughout stay.
- Complimentary usage to the Fitness Center including the use of the Sauna, Jacuzzi, Steam Bath, Hi-tech Gymnasium with individual treadmills with TVs and resort-like swimming pool. Complimentary usage of tennis court subject to availability. Massages, treatments or rental of equipment or coach is at a nominal charge.
- 220 meters of outdoor jogging track on the 3rd floor of the hotel.

Arrival Date

___/___/___

Flight number

Estimated Arrival Time

Departure Date

___/___/___

Flight number

Estimated Departure Time

AIRPORT TRANSFERS (Flight details must be provided if airport transfers are required). Cancellation of 1 way is chargeable for no-shows.

Arrival Transfers @ Rp. 242,000 net (Approx US\$ 24 net) per Silver Bird taxi

Yes () No ()

Departure Transfers @ Rp. 242,000 net (Approx US\$ 24 net) per Silver Bird taxi

Yes () No ()

Price is subject to change.

Preference Food : Vegetarian ()

Non Vegetarian ()

Credit Card Type : ☐ Visa ☐ Master ☐ Amex ☐ JCB ☐ Diners

Credit card number _____ Exp Date : _____

3 digit security pin (on the reverse of the card) Or 4 digit for AMEX (on the front of the card) _____

Cardholder's name

Signature as per Credit Card _____

TERMS AND CONDITIONS

No bookings will be accepted without credit card details or one-night deposit. In the event of no-show or cancellation within 21 days from arrival for a guaranteed booking, one night's deposit will be forfeited. Check-in time is after 1400 hours and check out is before 1200 hours. Half-day room charge will apply for late check out till 1800 hours. Rooms occupied beyond 1800 hours will be charged a full-day rate. **Early check-out of 50% of full day room rate is applicable** if stay is shortened. Hotel has the right to use this authorization form to charge credit card. Room is subject to availability.

Please return the completed forms to the address as stated below. Confirmation of reservations is subject to availability.

Reservation Centre:

Contact

Kuswanto, Mr. / Shanty, Ms.

Gran Melia Jakarta

Telephone No

62 21 527 3747

Jl. H.R. Rasuna Said kav.X-O Kuningan

Facsimile No

62 21 526 4321

Jakarta 12950, Indonesia

E-mail

reservation@granmelijakarta.com

reservation.mgr@granmelijakarta.com

Remarks: If sharing room with another person, please indicate name of person here. Name: Mr / Ms _____

FOR HOTEL USE ONLY

Reservation status

Confirmed Yes / No

Confirmation number _____

Waitlisted Yes / No

Remarks _____

² Followed by an informal dialogue on Business and ABS 2-3 December 2009