



**CONVENTION ON
BIOLOGICAL
DIVERSITY**

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ORIGINAL: ENGLISH

COORDINATION MEETING FOR GOVERNMENTS
AND ORGANIZATIONS IMPLEMENTING OR
FUNDING BIOSAFETY CAPACITY-BUILDING
ACTIVITIES

Second meeting

Tromso, Norway; 18 to 20 January 2006

LIAISON GROUP ON CAPACITY-
BUILDING FOR BIOSAFETY

Third meeting

Tromso, Norway; 20 to 21 January 2006

INFORMATION NOTE FOR PARTICIPANTS

1. Venue

The Coordination Meeting for Governments and Organizations implementing or funding biosafety-related capacity-building activities and the Liaison Group on Capacity-Building for Biosafety will be held back-to-back in Tromso, Norway from 18 to 20 January and 20 to 21 January 2006, respectively.

Both meetings will be held at:

Comfort Saga Hotel
Richard Withs pl. 2, N-9008 Tromso
Phone: + 47 77 60 70 00
Fax: + 47 77 60 70 10
E-mail: post@sagahotel.no
Web site: www.choicehotels.no/hotels/no067

2. Registration and opening

2.1 Coordination Meeting for Governments and Organizations implementing or funding biosafety Capacity-Building activities

Registration for this meeting will take place at the meeting venue on Wednesday, 18 January 2006 at 8:30 a.m. and the meeting will start at 9:00 a.m.

It should be noted that the meeting will close no later than 12 noon on Friday 20 January 2006.

* Revision issues to reflect coordinates of newly designated visa focal person.

2.2 Liaison Group on Capacity-building for Biosafety

The opening of the meeting will be on Friday, 20 January 2006 at 2 p.m. and is expected to finish around lunchtime on Saturday, 21 January 2006.

3. Documents

Participants are kindly reminded to bring their own copies of the pre-session documents for the meetings which will be available on the website of the CBD Secretariat at as follows:

* **Coordination meeting:** <http://www.biodiv.org/doc/meeting.aspx?mtg=BSCMCB-02>

* **Liaison Group meeting:** <http://www.biodiv.org/doc/meeting.aspx?mtg=BSLGCB-03>.

It should be noted that no extra pre-session documents will be made available on site during the meetings.

4. Access to Tromso

4.1. Travel to Tromso Airport

Participants will most probably have to travel via Oslo Airport (Norway's capital) and then transfer to a domestic flight to Tromso Airport (1h 45 min flight from Oslo).

More information on air tickets can be accessed at the following web sites:

<http://www.sasbraathens.no/bus/Pages/Requirement/Requirements.aspx?userLanguage=en&contentID=160>

<http://www.norwegian.no/sw7127.asp>

4.2 Transportation from Tromso/Langnes Airport to Tromso city centre

The Airport Express shuttle ("Flybuss") departing from outside the Arrivals terminal at regular intervals during the day costs NOK 45 (approx. US\$ 7) for a single ticket. The end of the line of the Express shuttle is about 100 meters from the Comfort Hotel Saga. Taxis are also available at approximately NOK 150 (about US\$ 23). The journey takes about 10 minutes.

5. Visa/customs

Attached, in **annex A**, is a list of countries whose citizens **do not require** an entry visa to Norway. Participants from countries not included on the list require an entry visa. Contact details of Norwegian diplomatic/consular missions can be found at: <http://www.norway.info/>.

Participants requiring an entry visa are strongly advised to contact, as early as possible, the nearest Norwegian diplomatic or consular representation in order to obtain information on the visa requirements as well as the application forms. **It should be noted that processing of visa applications takes at least 4-6 weeks.**

To facilitate and expedite the issuance of visas, a letter of invitation and funding, where applicable, should be attached to the visa applications. Further general information on visa requirements and procedures is available on the following website: <http://www.udi.no/default.aspx?id=2112> (the Norwegian Directorate of Immigration)

Participants experiencing difficulties or requiring assistance on visa-related matters should contact directly Ms Bente Humberset, the designated focal person, **with a copy to:** Ms. Helle.Biseth@norad.no

Ms. Bente Humberset
Telephone: +47 22 24 20 30
Fax: +47 22 24 20 31
Email : Bente.Humberset@norad.no

6. Hotel information

Attached, as **annex B**, is an indicative list of hotels located in the vicinity of the meeting venue building.

Participants are kindly reminded that they have to make their own hotel reservations, **with the exception of those who are funded by the Norwegian Government**. To benefit from the special room rates at Saga Hotel, please indicate upon reservation that you are attending the CBD meeting. Special room rates for Saga Hotel are not valid for bookings made after 1 December 2005.

Participants are advised to book as early as possible as there is an international film festival in Tromsø around the same dates of the meetings.

For any inquiries or assistance on hotel accommodation, please directly contact the hotel with a cc to Ms. Katrine Jaklin (katrine@genok.org), the designated focal person.

7. Working language

The meetings will be held in English only.

8. Official language

The official language in Norway is Norwegian. English is widely spoken and understood.

9. Weather and time zone information

In January, daytime temperatures in Tromsø range between 0 and -10° C and there is snow on the ground. The sun returns 20 January after 2 months below the horizon. The time zone is GMT+1.

More information about the weather in Tromsø can be found at: <http://weather.cs.uit.no/>

10. Electricity

The Norwegian grid is set to 220 volts AC. Participants may need an adapter with two round-ended prongs.

11. Currency and exchange rate

The currency in Norway is the Norwegian krone (NOK).

US\$ 1 = NOK 6, 5 and € 1 = NOK 7,8

Participant can purchase Norwegian krone at Oslo Airport or in banks in Tromso. It should be noted that Tromso/Langnes Airport does not offer currency exchange services, however there a cash dispenser (ATM).

Major credit cards are accepted.

12. Disclaimer

The CBD Secretariat disclaims all responsibility for medical, accident and travel insurance, for compensation for death or disability, 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 prior to departure international medical insurance for the period of participation.

Annex A
**COUNTRIES AND TERRITORIES WHOSE CITIZENS DO NOT REQUIRE VISAS IN
ORDER TO ENTER NORWAY AS VISITORS**
**(In accordance with the website of the Norwegian Directorate of Immigration –
<http://www.udi.no/default.aspx?id=2112>)**

The general rule is that everyone needs a visa to visit Norway. A visa to the Schengen area is valid as a visa to Norway and all other European countries participating in the Schengen cooperation.

An exception from the visa requirement is made for nationals of countries with which Norway has signed a visa waiver agreement.

Nationals of visa waiver countries may stay in Norway for three months.

Visa waiver countries

- Andorra, Argentina, Australia, Austria
- Belgium, Bermuda (BDTC passport), Bolivia, Brazil, Brunei, Bulgaria
- Canada, Chile, Czech Republic, Costa Rica, Croatia, Cyprus
- Denmark,
- El Salvador, Estonia,
- Finland, France,
- Germany, Great Britain, Greece, Guatemala,
- Hong Kong (SAR passport), Honduras, Hungary
- Ireland, Iceland, Israel, Italy,
- Japan,
- Republic of Korea,
- Latvia, Liechtenstein, Lithuania, Luxembourg,
- Macau (SAR passport), Malaysia, Malta, Mexico, Monaco,
- the Netherlands, New Zealand, Nicaragua,
- Panama, Paraguay, Poland, Portugal,
- Romania,
- San Marino, Singapore, Slovakia, Slovenia, Spain, Switzerland, Sweden
- Uruguay, USA,
- State of the Vatican City, Venezuela

Some holders of the diplomatic, service and special passports are exempt from the visa requirement.

For further information visit: <http://www.udi.no/templates/Page.aspx?id=4679>

Exchange rate: 1 US\$ = 6,5 NOK

Annex B

LIST OF HOTELS

Note: Delegates wishing to stay at Saga Hotel should indicate that they are attending a CBD/GenØk meeting

HOTELS	Number of rooms	Room rates	Distance to the meeting venue	Remarks
1. Comfort Hotel Saga Richard Withs pl. 2, N-9008 Tromso Phone: +47 77 60 70 00 Fax: +47 77 60 70 10 E-mail: post@sagahotel.no www.choicehotels.no/hotels/no067	67	NOK 845 (approx. US\$130) incl. breakfast and evening meal (NOK 795 (approx. US\$ 122) during the weekend)	The meeting venue.	Negotiated room rates are not valid for bookings made after 1 December 2005
2. Clarion Hotel Bryggen Sjøgata 19-21 NO-9291 Tromso Tel.: (+47) 77781100 Fax: (+47) 77781101 E-mail: post.bryggen@clarion.choicehotels.no www.choicehotels.no/hotels/no086	121	Approx. NOK 1000 (approx. US\$ 154)	3 minutes' walk	Inclusive of breakfast
3. Rica Ishavshotel Fr. Langesgate 2 NO-9008 Tromso Tlf:+47 77 66 64 00 Fax:+47 77 66 64 44 E-mail: rica.ishavshotel@rica.no http://www.rica.no/index.cfm?oa=hotel.display&con=379	180	Approx. NOK 1000 (approx. US\$ 154)	3 minutes' walk	Inclusive of breakfast

HOTELS	Number of rooms	Room rates	Distance to the meeting venue	Remarks
4. Radisson SAS Hotel SJOGATA 7- PO BOX 928 TROMSO, N-9259 Fax: +47 77600000 E-mail: reservations.tromso@RadissonSAS.com www.radissonsas.no	195	NOK 800-1300 (aprox. US\$ 123-200)	2 minutes' walk	Inclusive of breakfast
