



CONVENTION ON BIOLOGICAL DIVERSITY

Distr.
GENERAL

ORIGINAL: ENGLISH

OPEN-ENDED EXPERT MEETING ON
CAPACITY-BUILDING FOR THE
CARTAGENA PROTOCOL ON BIOSAFETY
Havana, 11-13 July 2001

Information for Participants

The Open-ended expert meeting on the implementation of Capacity-Building provisions of the Cartagena Protocol on Biosafety will be held from Wednesday, 11 July to Friday, 13 July 2001, followed by a workshop on financial support for the creation and implementation of national biosafety frameworks, organized by UNEP/GEF, on 14 July 2001.

Venue The meeting will be held in Havana, Cuba at:

PALACIO DE LAS CONVENCIONES
Calle 146 e/ 11 y 13, Rpto. Cubanacán, Playa
Ciudad Habana, Cuba
Tel.: + (53-7) 285199/286011-19 ext. 1514
Fax: + (53-7) 288382/218270/219496

Registration and Identification Badges

It is imperative to pre-register with the Secretariat, as visas and hotel reservations shall only be processed based on information provided by the Secretariat in the list of pre-registered delegates (see Annex II).

Based on the received and fully completed pre-registration forms of participants, badges will be ready at the registration desk from Tuesday, 10 July 3:00-6:00 p.m. For security reasons, the display of name badges is necessary for admittance to the Palacio de las Convenciones as well as to the meeting rooms. Participants are reminded to bring and present their own personal identification (passport or other official document) when entering the Palacio.

The official opening of the meeting will take place at 10:00 a.m. on 11 July 2001. Delegates are reminded that name badges are needed at all times to access the meeting venue.

Documents

Delegates are kindly reminded to bring their copy of the documents, as they will only be available in Havana in limited quantities.

Transportation

Transport will be provided for all participants attending the meeting between the Havana International airport and the hotels upon their arrival and departure as well as between the hotels, listed in Annex I, and the meeting venue. **There will be clearly visible assistance desks at the airport and in the lobby of the three hotels mentioned in annex I to assist delegates with transportation services.**

Services to Delegates

Delegates will have access to e-mail and Internet services during the meetings. A Cyber café, with four computers and one networked printer, will be available for delegates at moderate prices on commercial basis. International telephone cards are also sold at the meeting venue

Delegates may use the self-service cafeteria or the restaurant, both located within the conference area of the “Palacio de las Convenciones”.

Medical Services

There will be medical facilities within the conference area adequate for first aid. In case of serious medical emergencies, arrangements have been made for transportation and admission to a hospital in an expeditious manner.

Hotel Information

A block reservation has been made at the three hotels listed in Annex I. Please use the attached Reservation Form for hotel bookings and channel **all** hotel reservations through the indicated contact persons in Cuba as soon as possible.

It is imperative to pre-register with the Secretariat, as hotel reservations shall only be processed based on information provided by the Secretariat in the list of pre-registered delegates.

Time Zone

In July, Havana is GMT + 5 hours.

Weather

The average daytime temperature in the month of July is about 27°C. July is a rainy season in Cuba.

Electricity

110 volts, 60 Hertz.

Visas

A visa assistance desk will be established at Havana International airport where entry visas shall be issued to all delegates upon arrival, in accordance with the list of pre-registered participants provided by the Secretariat. Visas and entry permits shall be granted free of charge.

Delegates are advised to check with the nearest Cuban diplomatic or consular mission regarding visa and vaccination requirements.

It is imperative to pre-register with the Secretariat, as visas shall only be processed based on information provided by the Secretariat in the list of pre-registered delegates.

Official Language:

The official language in Cuba is Spanish, but English is widely understood and spoken in hotels and restaurants.

Currency

The official currency in Cuba is the Cuban Peso, but the US dollar is widely accepted in hotels, shops and restaurants. Delegates are advised to use US dollars, preferably cash.

Credit Cards:

Major credit cards are accepted in most hotels and restaurants in the city. However, credit cards operated through American banks are not accepted in Cuba.

Annex I

HOTEL RESERVATION FORM
Open-ended expert meeting on the implementation of Capacity-Building
provisions of the Cartagena Protocol on Biosafety
Havana, Cuba, 11-14 July 2001

FULL NAME: _____

COUNTRY/ORGANIZATION: _____

PASSPORT No.: _____

DATE OF ARRIVAL: _____

FLIGHT NUMBER: _____

DATE OF DEPARTURE: _____

HOTEL CHOICE: _____ DOUBLE _____ SINGLE _____

BREAKFAST _____ BREAKFAST+ONE MEAL _____

HOTEL (US\$)				
HOTEL	Room + breakfast		Room + breakfast + one meal	
	DOUBLE	SINGLE	DOUBLE	SINGLE
MELIA HABANA*****	\$ 70.00	\$ 100.00	\$ 88.00	\$ 118.00
PALCO *****	\$ 50.00	\$ 65.00	\$ 65.00	\$ 80.00
NEPTUNO/TRITON ***	\$ 43.00	\$ 55.00	\$ 55.00	\$ 67.00

Please, fax or e-mail this form to the following contact persons:

Mr. Julio Nápoles
Tel: (53-7) 61 46 83
Fax: (53-7) 33 85 65
e-mail: haltamir@ceniai.inf.cu
altamirahabana@ip.etecsa.cu

or

Ms. Araceli Mateo de Acosta
Tel: (53-7) 67 06 06
Fax: (53-7) 33 80 54
e-mail: mateo@dc.citma.gov.cu

Annex II

**OPEN-ENDED EXPERT MEETING ON CAPACITY BUILDING FOR
THE CARTAGENA PROTOCOL ON BIOSAFETY,
11 – 13 JULY 2001, HAVANA, CUBA**

Pre-Registration Form (Please print)

Mr. / Mrs. / Ms. / Amb. / Dr. / Prof.

FAMILY NAME: _____

First name: _____

Representing:

GOVERNMENT : _____

Ministry/department/agency : _____

OR

ORGANIZATION : _____

(Check one) UN/ Specialized Agency Inter-governmental organization Non-governmental
organization Indigenous community organization Media Industry Other

Official Address: _____

Telephone : + (_____) _____

Fax : + (_____) _____

Telex : + (_____) _____

E-MAIL : _____

URL: _____

Signature : _____ Date: _____

Please return duly filled by 22 June 2001 to:

Secretariat of the Convention on Biological Diversity

World Trade Centre

393 Saint-Jacques St., Suite 300

Montreal, Quebec, Canada

H2Y 1N9

Fax : + 1 (514) 288-6588

E-mail: secretariat@biodiv.org -

URL: <http://www.biodiv.org>

Preferred language:

English

French

Spanish

Russian

Arabic

Chinese