

**CONVENTION ON
BIOLOGICAL
DIVERSITY**Distr.
GENERAL

20 December 2004

ENGLISH ONLY

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

First meeting

Montreal, Canada, 26 to 27 January 2005

and**LIAISON GROUP ON CAPACITY-BUILDING FOR
BIOSAFETY**

Second meeting

Montreal, Canada, 27 to 28 January 2005

Information for Participants**1. Venue**

The first meeting of the Coordination Meeting for governments and organizations implementing or funding biosafety-related capacity-building activities and the second meeting of the Liaison Group on Capacity-building for Biosafety will be held back-to-back in Montreal, Canada from 26 to 27 January 2005 and 27 to 28 January 2005 respectively.

1.1 The Coordination Meeting for governments and organizations implementing or funding biosafety capacity-building activities will be held at:**The International Civil Aviation Organization (ICAO)**

999 University Street (corner Viger) Montreal

Quebec, Canada

Access through metro, line 2 - Orange, station Square-Victoria

1.2 The meeting of the Liaison Group on Capacity-building for Biosafety will be held at:**The Secretariat of the Convention on Biological Diversity (SCBD)**

World Trade Center

413 St-Jacques Street West, Suite 800

Montreal, Quebec, Canada

Access through metro, line 2 - Orange, station Square-Victoria

2. Registration and identification name badges

2.1 Coordination Meeting for governments and organizations implementing or funding biosafety capacity-building activities

Registration for this meeting will commence on **Wednesday, 26 January 2005** from **8:30 a.m.**

Participants are encouraged to confirm their participation in writing. Based on the received confirmations name badges will be prepared and handed over at the registration desk **only** upon the presentation of a valid passport or an identification card with a photograph.

For security reasons, the display of name badges is mandatory for admission to the ICAO Conference Centre as well as to its meeting rooms. In addition, participants are requested to have their valid passports and identification cards for entry into the ICAO Conference Centre.

Information pertaining to room allocations for the meeting will be made available at the meeting venue.

2.2 Liaison Group on Capacity-building for Biosafety

Registration for the Liaison Group meeting will commence on **Thursday, 27 January 2005** from **8:30 a.m.**

Participants are encouraged to confirm their participation in writing. Based on the received confirmations name badges will be prepared and handed over at the registration desk **only** upon the presentation of a valid passport or an identification card with a photograph.

3. Official opening

3.1. Coordination Meeting for governments and organizations implementing or funding biosafety capacity-building activities

The official opening for the Coordination Meeting will take place at **9 a.m.** on **Wednesday, 26 January 2005.**

3.2. Liaison Group on Capacity-building for Biosafety

The official opening for the Liaison Group meeting will take place on **Thursday, 27 January 2005 at 2 p.m.**

4. 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 Secretariat at www.biodiv.org.

5. General information on access to Montreal

Montreal is serviced by Montreal-Trudeau International Airport (15 km from downtown). Taxis are available at the airport and there is a shuttle-bus service every 30 minutes.

Fares in Canadian dollars:

Bus / Shuttles:	One way trip	Round trip
Montreal-Trudeau /Downtown	\$12	\$21.75
Taxis:		
Dorval/Downtown	\$ 35 Fixed rate	N.A.

6. Visa/customs

Participants from countries listed in **annex A** attached hereto require an entry visa for Canada and are strongly advised to approach the nearest Canadian diplomatic or consular mission in order to secure the required entry visa prior to departure.

Information on visa procedures, including a list of relevant Canadian diplomatic/consular missions abroad, is available on the website of the Canadian Citizenship and Immigration at: <http://www.cic.gc.ca/english/offices/index.html>.

7. Hotel information

Attached is an indicative list of hotels (**Annex B**) located in the vicinity of the meeting venue building and the CBD Secretariat or next to a Metro (subway) station. Further information on hotels in Montreal is available at:

http://travel.yahoo.com/p-hotel-191501843-montreal_hotels-i-sort-pop

Participants are kindly reminded that they have to make their own hotel reservations. To benefit from the special room rates some hotels are offering, please indicate that you will be attending a CBD meeting.

8. Official languages in Canada

There are two official languages in Canada: English and French. French is the official language of Quebec, however English is widely spoken in Montreal.

9. Weather and time zone information

In January, daytime temperatures in Montreal range between a maximum of -5 to -10 C and a minimum of -10 to -20° C. The standard time zone will be GMT - 5 hours.

10. Electricity

110 volts, 60 Hertz. [Two-pin, flat and vertical and round earth connection].

11. Currency

The currency in Canada is the Canadian Dollar (Can\$). The current exchange rate is \$1 US = \$1.19 Canadian.

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 REQUIRE VISAS IN ORDER TO
ENTER CANADA AS VISITORS
(In accordance with the website of Citizenship and Immigration Canada)

Citizens of the following countries and territories require a Visa to **VISIT** or **TRANSIT** Canada:

A

Afghanistan
Albania
Algeria
Angola
Argentina
Armenia
Azerbaijan

B

Bahrain
Bangladesh
Belarus
Belize
Benin
Bhutan
Bolivia
Bosnia-Herzegovina
Brazil
Bulgaria
Burkina Faso
Burundi

C

Cambodia
Cameroon
Cape Verde
Central African Rep.
Chad
Chile
China
Colombia
Comoros
Congo, Democratic Republic of the
Congo, Republic of the
Costa Rica
Côte d'Ivoire
Croatia
Cuba
Czech Republic

D

Djibouti
Dominica
Dominican Rep.

E

East Timor
Ecuador
Egypt
El Salvador

E (cont'd)

Equatorial Guinea
Eritrea
Estonia
Ethiopia

F

Fiji

G

Gabon
Gambia
Georgia
Ghana
Grenada
Guatemala
Guinea
Guinea-Bissau
Guyana

H

Haiti
Honduras
Hungary

I

India
Indonesia
Iran
Iraq
Israel (only Israeli citizens holding valid Israeli
"Travel Document in lieu of National Passport")

J

Jamaica
Jordan

K

Kazakhstan
Kenya
Kiribati
Korea, North
Kuwait
Kyrgyzstan

L

Laos
Latvia
Lebanon
Lesotho
Liberia
Libya
Lithuania

M

Macao S.A.R.
Macedonia
Madagascar
Malawi
Malaysia
Maldives Islands
Mali
Marshall Islands
Mauritania
Mauritius
Micronesia, Fed. States
Moldova
Mongolia
Morocco
Mozambique
Myanmar (Burma)

N

Nauru
Nepal
Nicaragua
Niger
Nigeria

O

Oman

P

Pakistan
Palau
Palestinian Authority
Panama
Paraguay
Peru
Philippines
Poland

Q

Qatar

R

Romania
Russian Federation
Rwanda

S

Sao Tomé e Príncipe
Saudi Arabia
Senegal
Serbia and Montenegro
Seychelles

S (cont'd)

Sierra Leone
Slovakia
Somalia
South Africa
Sri Lanka
Sudan
Surinam
Syria

T

Tajikistan
Tanzania
Thailand
Togo
Tonga
Trinidad and Tobago
Tunisia
Turkey
Turkmenistan
Tuvalu

U

Uganda
Ukraine
United Arab Emirates
Uruguay
Uzbekistan

V

Vanuatu
Venezuela
Vietnam

Y

Yemen

Z

Zambia
Zimbabwe

Exchange rate: 1 US\$ = 1.19 Canadian \$

Annex D

LIST OF HOTELS WITH INDICATIVE ROOM RATES IN CANADIAN DOLLARS

(PRICES DO NOT INCLUDE THE FOLLOWING TAXES: GST 7% + QST 7.5 % = 15.03%. TAX REFUND IS POSSIBLE FOR NON-CANADIANS. PLEASE ASK FOR FORMS AT THE REGISTRATION DESK DURING THE MEETING)

Note: Delegates should make their bookings and indicate that they are attending a CBD meeting

A. FOUR-STAR HOTELS	Number of rooms	Room rates	Distance to the meeting venue	Remarks
1. Best Western 3407 Peel Street (corner of Peel and Sherbrooke Street) Montreal Tel: 514-288-4141 or toll-free: 1-800-528-1234 Fax: 514-2883021 http://www.hotelvillemarie.com	171	<ul style="list-style-type: none"> • Single: \$107 • Deluxe \$125 deluxe <p>NB. Room rates are inclusive of breakfast</p>	20 minutes-walk	
2. Delta Centre Ville (ex-Radisson) 777 University Street Montreal Tel.: + 1 (514) 879-1370 Fax: + 1 (514) 879-1761 http:// www.deltahotels.com/bg3 First class hotel	712	Single or double occupancy: <ul style="list-style-type: none"> • Standard Delta guestroom: \$144 • Club Signature* guestroom\$169 	Across the street	The Delta Centre-Ville has set aside a block of bedrooms. Please mention the name of the meeting to ensure the special rates
3. Hotel Inter-Continental Montreal 360 St-Antoine Street West Montreal, Quebec Canada H2Y 3X4 Tel.: + 1 (514) 847-8525 .America toll free: 1-800 327-0200/361 3600 Fax: 1 (514) 847-8730 E-mail: montreal@interconti.com Website: http://montreal.interconti.com	N/A	Rooms \$159.	2 minutes-walk	

A. FOUR-STAR HOTELS	Number of rooms	Room rates	Distance to the meeting venue	Remarks
4. Holiday Inn Select 99 Viger Street West Montreal Tel.: + 1 (514) 878-9888 Fax: +1 (514) 878-6341 http://www.hiselect-yul.com/	N/A	\$170 standard	10 minutes-walk	Chinatown, oriental food available
5. Hôtel de la Montagne 1430, de la Montagne Street Montréal Tel.: + 1 (514) 288-5656 + 1(800) 361-6262 toll free in North America Fax : + 1 (514) 288-9658 http://www.hoteldelamontagne.com/	N/A	<ul style="list-style-type: none"> • Deluxe room: \$155, • Suite \$ 215 	20 minutes-walk	Government taxes not included
6. Hotel Courtyard Marriott Montreal (formerly La Citadelle) 410, Sherbrooke Street West Montreal Tel.: + 1 (514) 844-8851 Fax: + 1 (514) 844-0912 http://www.courtyard.com/	181	<ul style="list-style-type: none"> • \$159, single or double occupancy. 	15 minutes-walk	
7. Square Phillips (Hotel & Suites) 1193 Place Phillips Montreal H3B 3C9 Tel. + 1 (514) 393 1193 Fax: + 1 (514) 393 1192 www.squarephillips.com	160	<ul style="list-style-type: none"> • Studios \$99 • Junior suite 1 DB \$109 • Junior suite 1 QSB \$118 • 1 DR suite \$128 • 2 DR suite \$161 	10 minutes-walk	
8. Fairmont The Queen Elizabeth 900 Rene Levesque West Montreal, Qubec H3B 4A5 514-954-2273 514-954-2258 Fax john.richardson@fairmont.com	1039	<ul style="list-style-type: none"> • Fairmont room \$209 • Junior suite \$ 289 • Fairmont gold \$309 	5-8 minutes-walk	Rates are based on single#double occupancy per night & are subject to 7% , 7,5 % & \$ 2 taxes

B. THREE-STAR HOTELS	Number of rooms	Room rates	Distance to the meeting venue	Remarks
9. La Tour Centre-Ville 400 René-Lévesque Blvd. W. Montreal Tel.: + 1 (514) 866-8861 Fax: + 1 (514) 866-7257	N/A	Studio: • Single or double \$80 Small suite: • Single or double \$90 Big suite: • Single or double \$100	15 minutes-walk	\$10 per additional person 7% + 7,5 % taxes not included
10. Hotel suites le Faubourg 155 René-Lévesque Est Montréal Tel. + 1 (514) 448 7100 Toll free : 1 800 398 7100 Fax : +1 (514) 448 7101 e-mail : info@hotelfaubourg.com www.hotelfaubourg.com	161	Single or double occupancy \$109 NB. \$15 additional person	15 minutes-walk	Please mention SCBD rate code: SCB-001
11. Hôtel Manoir des Alpes 1245, St-André Street Montreal Tel.: + 1 (514) 845-9803 Fax : + 1 (514) 845-9886 http://www.hotelmanoirdesalpes.qc.ca/	30	Rooms \$65, including breakfast	20 minutes-walk	
12. Travelodge 50, René-Lévesque Blvd. West Montreal Tel. : + 1 (514) 874-9090 Fax : + 1 (514) 874-0907 E-mail : reserve@travellodgemontreal.ca http://www.travelodge.com/	N/A	\$89, including breakfast for single or double occupancy Nb. Continental buffet included	20 minutes-walk	

B. THREE-STAR HOTELS	Number of rooms	Room rates	Distance to the meeting venue	Remarks
13. L'Appartement-in-Montréal 455, Sherbrooke Street West Montreal Tel.: + 1 (514) 284-3634 Fax: + 1 (514) 287-1431 http://www.appartementin.com	126	<ul style="list-style-type: none"> • Single \$140, • Small suite \$160 		
