INFORMATION NOTE FOR PARTICIPANTS

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1. **Opening and registration**

   The Fourth Meeting of the Ad Hoc Technical Expert Group on Risk Assessment and Risk Management will be held in Montreal from Monday, 4 June to Friday, 8 June 2012.

   The meeting will start at 9:00 a.m. on Monday, 4 June 2012.

2. **Venue**

   The meeting will be held at:

   **The Secretariat of the Convention on Biological Diversity**
   413 St-Jacques Street West, Suite 800
   Montréal, Québec
   Canada, H2Y 1N9
   Tel: 514-288-2220
   Fax: 514-288-6588
   Metro station Square-Victoria, line no. 2 (Orange)

3. **Working language**

   The meeting will be held in English.

4. **Documents**

   Participants are kindly reminded to bring their own copies of the documents for the meeting as there will be no extra copies made available on site. Pre-session documents will be on the Secretariat’s web site as they become available:

   [http://www.cbd.int/doc/?meeting=BSRARM-04](http://www.cbd.int/doc/?meeting=BSRARM-04)

5. **General information on access to Montreal**

   Montreal is serviced by Montreal-Trudeau International Airport (15 km from downtown). Taxis and a bus (no. 747) are available at the airport. The information on rates is as follows.

   **Bus / Shuttles:**
   Montreal-Trudeau Airport/Downtown (several locations) STM Express bus No. 747
   **One way trip**
   CDN $8
   (at the airport tickets are sold at the International Currency Exchange (ICE) counter on the international arrivals level)

   **Taxis:**
   Montreal-Trudeau /Downtown
   CDN $40 Fixed rate
6. **Visa requirements**

Participants from countries listed in annex A below require an entry visa for Canada and are strongly advised to contact the nearest Canadian diplomatic or consular mission as soon as possible in order to secure the required entry visa in a timely manner, prior to departure. **Please note that airline companies will not allow boarding in the absence of a valid visa.**

Information on visa procedures, including a list of relevant Canadian diplomatic/consular missions abroad, is available on the web site of Canadian Citizenship and Immigration at: http://www.cic.gc.ca/english/information/offices/index.asp#international.

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

7. **Hotel information**

Participants are kindly reminded that they have to make their own hotel reservations as soon as possible.

** Please reserve rooms as early as possible as a large event will be taking place in Montreal at that time (Grand Prix of Canada from 8-10 June), and hotel rooms may be difficult to find and special rates may not apply for that period.

Below is an indicative list of hotels (Annex B) located in the vicinity of the CBD Secretariat or close to a Metro (subway) station. To benefit from the special room rates some hotels are offering please request the rates according to the listing in the annex.

Further information on hotels in Montreal is available at the following web site:

http://www.tourisme-montreal.org/Accommodations

8. **Payment of the daily subsistence allowances (DSA)**

The DSA will be paid to the sponsored participants starting on the first day of the meeting.

9. **Official languages**

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

10. **Weather and time zone information**

In June temperatures in Montreal usually range between a maximum of +23°C in the daytime and a minimum of +11°C at night. Please bring appropriate clothing. Current weather conditions in the area can be found at: http://www.worldweather.org/056/c00634.htm.

The standard time zone will be GMT/UTC -4 hours.
11. **Electricity**

The electrical currents are 120 volts, 60 Hertz a (two-pin flat and vertical with a ground connection) as shown below.

12. **Currency**

The currency in Canada is the Canadian Dollar (CDN $). The current exchange rate as at 20 March 2012 is US $1 = CDN $0.99 and € 1 = CDN $1.31.

13. **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, accident and travel insurance for the period of participation prior to departure.
Annex A – Country Listing

COUNTRIES AND TERRITORIES WHOSE CITIZENS REQUIRE VISAS IN ORDER TO ENTER CANADA AS VISITORS (AS LISTED ON THE WEB SITE 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 and Herzegovina
Brazil
Bulgaria
Burkina Faso
Burundi

C
Cambodia
Cameroon
Cape Verde
Central African Republic
Chad
Chile
China
Colombia
Comoros
Congo, Democratic Republic of the
Congo, Republic of the Costa Rica
Cuba
Czech Republic

D
Djibouti
Dominica
Dominican Republic

E
East Timor
Ecuador
Egypt
El Salvador
Equatorial Guinea

E (cont’d)
Eritrea
Ethiopia

F
Fiji

G
Gabon
Gambia
Georgia
Ghana
Grenada
Guatemala
Guinea
Guinea-Bissau
Guyana

H
Haiti
Honduras

I
India
Indonesia
Iran, Islamic Republic of
Iraq
Israel
Ivory Coast

J
Jamaica
Jordan

K
Kazakhstan
Kenya
Kiribati
Korea, Democratic People’s Republic of
Kuwait
Kyrgyzstan

L
Lao, People’s Democratic Republic of
Lebanon
Lesotho
Liberia
Libyan Arab Jamahiriya
Lithuania

M
Macao
Madagascar
Malawi
Malaysia
Maldives
Mali
Marshall Islands
Mauritania
Mauritius
Mexico
Micronesia, Fed. States of
Moldova
Mongolia
Montenegro
Morocco
Mozambique
Myanmar

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 Principe
Saudi Arabia
Senegal
Serbia
Seychelles

S (Cont’d)
Sierra Leone
Somalia
South Africa
Sri Lanka
Sudan
Suriname
Syrian Arab Republic

T
Tajikistan
Tanzania, United Republic of
Thailand
The former Yugoslav Republic of Macedonia
Togo
Tonga
Trinidad and Tobago
Tunisia
Turkey
Turkmenistan
Tuvalu

U
Uganda
Ukraine
United Arab Emirates
Uruguay
Uzbekistan

V
Vanuatu
Venezuela
Viet Nam

Y
Yemen

Z
Zambia
Zimbabwe
Annex B – Hotel Listing

LIST OF HOTELS WITH INDICATIVE ROOM RATES IN CANADIAN DOLLARS

PRICES DO NOT INCLUDE THE APPLICABLE TAXES: GST 5% + QST 9.5%

RATES ARE INDICATIVE AND SUBJECT TO CHANGE

<table>
<thead>
<tr>
<th>A. FIVE STAR HOTELS</th>
<th>Approximate room rates</th>
<th>Distance to the meeting venue</th>
<th>Remarks</th>
</tr>
</thead>
</table>
| 1. Hotel Inter-Continental Montreal | Please request the SCBD or ICAO Rates at the time of booking. | 1 minute walk | Rates include:  
Jan – Apr $159.00 1 King Bed  
May – Oct $189.00 1 King Bed  
Nov – Dec $159.00 1 King Bed |  

| 2. Hyatt Regency Montreal | Please request the CBD/SCBD rates at the time of booking or #78642 for online bookings. | 15 minutes’ walk | Rates include:  
Jan – Apr $145.00  
May – Oct $180.00  
Nov – Dec $145.00 |  

<table>
<thead>
<tr>
<th>B. FOUR-STAR HOTELS</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
</table>
| 3. Delta Centre Ville | Please Request the CBD or ICAO rates at the time of booking. | 5 minutes’ walk | Rates include:  
Jan – Dec $155.00 Single  
Jan – Dec $175.00 Double |  

| 4. Holiday Inn Select | Please request the CBD/SCBD or UN rates at the time of booking. | 5 minutes’ walk | Rates include:  
Jan - Apr $125.00  
May – Oct $149.00  
Nov – Dec $125.00 |  

| 5. Hôtel de la Montagne | Please request CBD or ICAO rates at the time of booking. | 15 minutes’ walk | Rates include:  
Jan - Dec $155.00 1 King Bed  
Jan - Dec $185.00 2 Queen Beds |  

| 6. Square Phillips (Hotel & Suites) | Please request SCBD rates at the time of booking. Daily (D) and weekly (W) rates available. | 9 minutes’ walk | Rates include:  
Studio:  
Jan–Apr (D $130.00-W $121.00)  
May-Oct (D $149.00-W $133.00)  
Nov-Dec (D $132.00-W $123.00)  
(rates for other rooms sizes are available, contact hotel directly) |  

Please request the CBD/SCBD rates at the time of booking or #78642 for online bookings.

Please request the SCBD or ICAO Rates at the time of booking.

Please request the CBD/SCBD rates at the time of booking or #78642 for online bookings.

Please Request the CBD or ICAO rates at the time of booking.

Please request the CBD/SCBD or UN rates at the time of booking.

Please request CBD or ICAO rates at the time of booking.

Please request SCBD rates at the time of booking. Daily (D) and weekly (W) rates available.

Studio:
Jan–Apr (D $130.00-W $121.00)
May-Oct (D $149.00-W $133.00)
Nov-Dec (D $132.00-W $123.00)
(rates for other rooms sizes are available, contact hotel directly)
<table>
<thead>
<tr>
<th>B. FOUR-STAR HOTELS (continued)</th>
<th>Approximate room rates</th>
<th>Distance to the meeting venue</th>
<th>Remarks</th>
</tr>
</thead>
</table>
• Breakfast  
• High speed internet  
• Two drinks daily |
| 8. Le Westin Montréal 270 St-Antoine West Montreal, Quebec Tel: +1-514-380-3333 Fax: +1-514-380-3332 Web site: [http://www.westinmontreal.com/](http://www.westinmontreal.com/) | Please request ICAO rates at the time of booking. Jan – Apr $159.00 May – Oct $179.00 Nov – Dec $159.00 | 2 minutes’ walk | Rates include:  
• High speed internet |
| 9. Best Western 3407 Peel Street (corner of Peel and Sherbrooke Street) Montreal, Quebec Tel: +1-514-288-4141 or Toll-free: +1-800-361-7791 (Canada & U.S.A.) Fax: +1-514-288-3021 Reservations: [sam@hotelvillemarie.com](mailto:sam@hotelvillemarie.com) Web site: [www.hotelvillemarie.com](http://www.hotelvillemarie.com) | Please request ICAO rates at the time of booking. Nov – Apr $109.00 May – Oct $135.00 | 20 minutes’ walk | Rates include:  
• High speed internet |
| 10. Hotel Le Dauphin 1025, De Bleury Montreal Tel: +1-514-788-3888 Fax: +1-514-788-3889 E-mail: mtl_centre@hoteldauphin.ca Web site: [www.hoteldauphin.ca](http://www.hoteldauphin.ca) | Please request CBD rates at the time of booking. Nov – Apr $115.00 May – Oct $129.00 | 2 minutes’ walk | Rates include:  
• Breakfast  
• High speed internet |
| 11. L’Appartement-in-Montréal 455 Sherbrooke Street West Montreal, Quebec Tel.: +1-514-284-3634 Fax: +1-514-287-1431 Web site: [www.appartementhotel.com](http://www.appartementhotel.com) | Please request SCBD rates at the time of booking. Daily (D) and weekly (W) rates available. Studio:  
Jan – Apr (D$112.00 - W$101.00)  
May – Oct (D$125.00 - W$108.00)  
Nov – Dec (D$112.00 - W$101.00)  
(rates for other rooms sizes are available, contact hotel directly)  
15 minutes’ walk | Rates include:  
• Breakfast  
• High speed internet  
• Local calls |
| 12. Hotel La Tour Centrale 400 René-Lévesque Blvd. W. Montreal, Quebec Tel.: +1-514-866-8861 Fax: + 1-514-866-7257 E-mail: sales@hotelcentreville.com Web site: [www.hotelcentreville.com](http://www.hotelcentreville.com) | Please request CBD rates at the time of booking. Apr -8 May: $75.00 studio/$85 suite  
9 May-Oct: $82.00 studio/$92 suite  
10 minutes’ walk | Rates Include:  
• High Speed Internet |
### C. THREE-STAR HOTELS

<table>
<thead>
<tr>
<th>Hotel</th>
<th>Address</th>
<th>Distance</th>
<th>Rates</th>
<th>Include</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>13. Travelodge</strong>&lt;br&gt;50, René-Lévesque Blvd. West&lt;br&gt;Montreal, Quebec&lt;br&gt;Tel.: +1-514-874-9090&lt;br&gt;Fax: +1-514-874-0907&lt;br&gt;E-mail: <a href="mailto:reserve@travellodgemontreal.ca">reserve@travellodgemontreal.ca</a>&lt;br&gt;Web site: <a href="http://www.travelodge.com">www.travelodge.com</a></td>
<td>Please request <strong>CBD</strong> rates at the time of booking.&lt;br&gt;Jan – Apr $73.00&lt;br&gt;May – Oct $93.00&lt;br&gt;Nov – Dec $73.00</td>
<td>15 minutes’ walk</td>
<td>Rates include:&lt;br&gt;• High speed internet</td>
<td></td>
</tr>
<tr>
<td><strong>14. L’HÔTEL</strong>&lt;br&gt;262 St Jacques West&lt;br&gt;Montreal, QC&lt;br&gt;H2Y 1N1&lt;br&gt;Tel.: +1-514-985-0019&lt;br&gt;Fax.: +1-514-985-0059&lt;br&gt;Web site: <a href="http://www.lhotelmontreal.com/">http://www.lhotelmontreal.com/</a></td>
<td>Please request <strong>CBD</strong> rate at the time of booking.&lt;br&gt;Jan – Apr $115.00&lt;br&gt;May-Oct $135.00&lt;br&gt;Nov – Dec $115.00</td>
<td>2 minutes’ walk</td>
<td>Rates include:&lt;br&gt;• Breakfast&lt;br&gt;• High speed internet</td>
<td></td>
</tr>
</tbody>
</table>