



**Convention on  
Biological Diversity**

Distr.  
GENERAL

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ENGLISH ONLY

**TECHNICAL WORKSHOP ON ECOSYSTEM-BASED  
APPROACHES TO CLIMATE CHANGE ADAPTATION  
AND DISASTER RISK REDUCTION**


Sandton, Johannesburg, South Africa  
28 September – 2 October 2015

**INFORMATION NOTE FOR PARTICIPANTS**

<b>CONFERENCE VENUE</b>	<p>The workshop will be held at:</p> <p><b>Sandton Convention Centre (SCC)</b> Maude Street, Sandton, 2196 Johannesburg, South Africa Telephone: +27 11 779 0000 Web site: <a href="http://www.saconvention.co.za/">http://www.saconvention.co.za/</a></p>
<b>MEETING DOCUMENTS</b>	<p>Participants are kindly reminded to bring their own copies of the documents for the workshop as there will be no extra copies made available on site. Documents are available on the following web page:</p> <p><a href="https://www.cbd.int/doc/?meeting=CCBWS-2015-01">https://www.cbd.int/doc/?meeting=CCBWS-2015-01</a></p>
<b>VISA REQUIREMENTS</b>	<p>Requirements for entry into South Africa differ from country to country, and are subject to change. Always make enquiries before travelling to South Africa.</p> <p>More at: <a href="http://www.southafrica.info/travel/documents/visas.htm#ixzz2cOcvIlug">http://www.southafrica.info/travel/documents/visas.htm#ixzz2cOcvIlug</a></p> <p>For nationals of countries requiring visas, application of the visa must be made ahead of your departure as visas are not issued on arrival. Applications must be made through South African diplomatic or consular representatives in your country. The visas must be affixed in your passport and shown to immigration officials on landing.</p>
<b>HEALTH REQUIREMENTS</b>	<p>A yellow fever certificate is required if your journey starts or passes through the yellow fever belt of Africa or South America.</p> <p>More at: <a href="http://www.southafrica.info/travel/documents/visas.htm#ixzz2cOd907hQ">http://www.southafrica.info/travel/documents/visas.htm#ixzz2cOd907hQ</a></p> <p>We recommend that you consult the appropriate health authorities in your country well in advance in connection with possible vaccinations and health precautions for travel to South Africa.</p>

<b>ACCOMMODATION</b>	<p>Participants are invited to make their own hotel reservation.</p> <p>Please note that a number of rooms were secured at the <b>Park Inn Sandton Hotel</b> at the rate of R1010.00 (USD80.00) per night (including tax and breakfast).</p> <p>If you would like to stay at this hotel and benefit from this rate, please send an e-mail before <b>10 September</b> to <b>Ms. Nomfundo Qabaza</b> (e-mail: <a href="mailto:reservation.sandton@rezidorparkinn.com">reservation.sandton@rezidorparkinn.com</a>), mentioning the following details:</p> <p style="padding-left: 40px;">Subject line: UNEP Group booking 27 September (SCBD) In the e-mail body:</p> <ul style="list-style-type: none"> <li>• Full Name</li> <li>• Check in date</li> <li>• Check-out date</li> <li>• Credit card for room guarantee (Delegates will be charged one night in case of no-show)</li> </ul> <p><b>A shuttle service for participants will be provided between the Park Inn Sandton Hotel and the Sandton Convention Centre (SCC) daily for the duration of the workshop and the tentative schedule of pick up times is available in the Annex.</b></p> <p><b>IMPORTANT:</b> For security reasons, participants are encouraged to choose a hotel located within 5 km of the Sandton Convention Centre. A list of hotels near the venue is available at: <a href="http://www.saconvention.co.za/Accommodation.asp">http://www.saconvention.co.za/Accommodation.asp</a></p> <p>Most hotels in the immediate vicinity of the Sandton Convention Center have their own shuttle services which run between the hotels and the SCC - do check with the hotel of your choice.</p>
<b>TRANSPORTATION FROM THE AIRPORT</b>	<p>A shuttle service from the OR Tambo International Airport will be made available to participants. The shuttle can take participants to either the Park Inn Sandton Hotel or the Sandton Convention Centre upon arrival.</p> <p>To confirm your pick-up, please send your <b>arrival date and time and flight number</b> to Ms. Annie Cung at <a href="mailto:annie.cung@cbd.int">annie.cung@cbd.int</a>, and mention if you will stop at the Park Inn Sandton Hotel or the Sandton Convention Centre.</p>
<b>DSA PAYMENT FOR FUNDED PARTICIPANTS</b>	<p>As a field trip is planned for the first day of the workshop, the Daily Subsistence Allowance will be distributed to funded participants on the second day of the workshop.</p>

	<p><u>All funded participants:</u> Please bring your passport and boarding passes with you as these documents need to be copied in order to disburse the DSA.</p>
<b>FIELD VISIT</b>	<p>The workshop will start with a field visit on 28 September. Participants are invited to wear comfortable clothing and shoes. More information about the field visit will be shared with participants in due course.</p>
<b>WEATHER</b>	<p>Average Weather in September/October, Johannesburg, South Africa:</p> <ul style="list-style-type: none"> <li>• The average temperature in Johannesburg in September is very mild at 16 °C.</li> <li>• Afternoons can be fairly hot with average high temperatures reaching 23 °C.</li> <li>• Overnight temperatures are generally a little cool with an average low of 9 °C.</li> </ul> <p>Delegates should consider bringing a light rain coat or an umbrella. More at: <a href="http://www.johannesburg.climatemps.com/september.php#ixzz3cZ7iigjK">http://www.johannesburg.climatemps.com/september.php#ixzz3cZ7iigjK</a></p>
<b>TIME ZONE</b>	<p>Standard time zone: UTC/GMT +2 hours</p>
<b>CURRENCY</b>	<p>The local currency is the Rand. A rand comprises 100 cents, with any amount below 10c practically useless in terms of buying power. South African currency consists of five notes, namely R200, R100, R50, R20 and R10. There are six coins, namely R5, R2, R1, 50c, 20c, and 10c. Money can be exchanged into rand either at banks or foreign exchange bureaux. Proof of physical address may be required for transactions.</p> <p>Read <span style="float: right;">more:</span> <a href="http://www.joburg.org.za/index.php?option=com_content&amp;task=view&amp;id=133&amp;Itemid=52#ixzz3cZ1U7JCW">http://www.joburg.org.za/index.php?option=com_content&amp;task=view&amp;id=133&amp;Itemid=52#ixzz3cZ1U7JCW</a></p> <p><b>ATMs</b></p> <p>If your card belongs to the worldwide Cirrus network, you should have no problem using ATMs in Johannesburg. However, it pays to follow some basic procedures to ensure safety.</p> <p><b>Credit cards</b></p> <p>Credit cards, especially MasterCard and Visa, are widely accepted. Nedbank is an official Visa agency and Standard Bank is a MasterCard agency - both have branches across the country.</p> <p><b>Foreign Exchange</b></p> <p><i>Master Currency</i> Address: Shop B2B, Level 5, Sandton City Banking Mall corner 5th and Rivionia Road, Sandton Mondays to Saturday 9am to 5pm, Sunday 9pm to 2pm Tel: 011 883 0881</p>

	<p>Website: <a href="http://www.mcy.co.za">www.mcy.co.za</a></p> <p>Other branches: OR Tambo International Airport: 011 390 2725</p> <p>Read more:  <a href="http://www.joburg.org.za/index.php?option=com_content&amp;task=view&amp;id=133&amp;Itemid=52#ixzz3cZ1jnB00">http://www.joburg.org.za/index.php?option=com_content&amp;task=view&amp;id=133&amp;Itemid=52#ixzz3cZ1jnB00</a></p>
<b>BANKS</b>	<p>There are more than 20 commercial banks and a host of foreign bank representatives in South Africa. These banks are well represented with a wide network of branches and automatic teller machines (ATMs) across the country. Almost all shopping centres have at least one ATM and most fuelling stations have ATM facilities in the convenience shop.</p> <p>Banks in South Africa are generally open from 09h00 to 15h30 on weekdays and 09h00 to 11h00 on Saturdays. Some banks, however, have recently adopted extended hours in certain areas to better accommodate their clientele. Generally, bank branches are at their busiest over lunchtimes during the week and on Saturdays.</p> <p>Some of the popular commercial banks in South Africa include:</p> <ul style="list-style-type: none"> <li>• ABSA Bank Limited</li> <li>• Capitec Bank Limited</li> <li>• First National Bank</li> <li>• Standard Bank of South Africa</li> <li>• Nedbank Limited</li> </ul>
<b>ELECTRICAL APPLIANCES AND PLUGS</b>	<p>The South African electricity supply is 220/230 volts AC 50 HZ. Most plugs are 15 amp 3-prong or 5 amp 2-prong, with round pins. If an adaptor is called for, consider bringing one with you, although they can be purchased locally. The common plug is shown below.</p>  <p>Most hotel rooms have 110 volt outlets for electric shavers and appliances.</p>
<b>COMMUNICATION</b>	<p>Fixed-line operators</p> <ul style="list-style-type: none"> <li>• <a href="#">Telkom</a></li> <li>• <a href="#">Neotel</a></li> </ul> <p>Mobile operators</p> <ul style="list-style-type: none"> <li>• <a href="#">MTN</a></li> <li>• <a href="#">Vodacom</a></li> <li>• <a href="#">Cell C</a></li> <li>• <a href="#">8ta</a></li> </ul>

Annex

**SHUTTLE SCHEDULE**

**PARK INN SANDTON HOTEL – SANDTON CONVENTION CENTRE (SCC)**

**28 Sept. – 2 Oct. 2015**

Note: Please note that this schedule is subject to change. The Secretariat will inform participants of any changes.

<b>Day 1</b>			
<b>28 September 2015</b>			
<b>Workshop schedule</b>	<b>Activity</b>	<b>Shuttle pick up times</b>	
Start: <i>from</i> 08:00	Registration and Field visit	Departing from: Park Inn	07:45 08:15
End: 18:00		Departing from: SCC	18:00 18:45 20:00
<b>Day 2</b>			
<b>29 September 2015</b>			
<b>Workshop schedule</b>	<b>Activity</b>	<b>Shuttle pick up times</b>	
Start: 09:00	Day 2 Workshop and Welcome dinner	Departing from: Park Inn	08:15 08:45
End: 20:00		Departing from: SCC	20:00
<b>Day 3</b>			
<b>30 September 2015</b>			
<b>Workshop schedule</b>	<b>Activity</b>	<b>Shuttle pick up times</b>	
Start: 09:00	Day 3 Workshop	Departing from: Park Inn	08:15 08:45
End: 17:45		Departing from: SCC	18:00 18:45 20:00

<b>Day 4</b>			
<b>1 October 2015</b>			
<b>Workshop schedule</b>	<b>Activity</b>	<b>Shuttle pick up times</b>	
Start: 09:00	Day 4 Workshop	Departing from: Park Inn	08:15 08:45
End: 17:45		Departing from: SCC	18:00 18:45 20:00
<b>Day 5</b>			
<b>2 October 2015</b>			
<b>Workshop schedule</b>	<b>Activity</b>	<b>Shuttle pick up times</b>	
Start: 09:00	Day 5 Workshop and Closure	Departing from: Park Inn	08:15 08:45
End 17:00		Departing from: SCC	17:15 18:00 19:00

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