



## Convention on Biological Diversity

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ENGLISH ONLY

EXPERT WORKSHOP ON THE DEVELOPMENT  
OF THE CITY BIODIVERSITY INDEX  
Singapore City, Singapore 10-12 February 2009

### Information Note for Participants

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## 1. Opening and registration

The Expert Workshop on the Development of the City Biodiversity Index meeting will be held in Singapore City, Singapore from Tuesday, 10 to Thursday, 12 February 2009.

The meeting will start at 9:00 a.m. on Tuesday, 10 February 2009, and registration will take place at the venue of the meeting from 8:30 a.m. to 9:30 a.m. the same day.

## 2. Venue

The workshop will be held at:

### **Botany Centre**

The National Parks Board  
Singapore Botanic Gardens  
1 Cluny Road  
Singapore 259569

Web-site: <http://www.sbg.org.sg/tanglincore/botanycentre.asp>

The contact person in Singapore is as follows:

Ms. Wendy Yap

Assistant Director (International Relations)

National Biodiversity Centre

National Parks Board

Telephone: + (65) 6465 1688

HP: 96338562

Fax : + (65) 6465 5196

E-mail: [wendy\\_yap@nparks.gov.sg](mailto:wendy_yap@nparks.gov.sg); [wyaphm@yahoo.com](mailto:wyaphm@yahoo.com)

## 3. Working language of the meeting

The meeting will be held in English.

## 4. Documents

Documents are available on the Secretariat's web-site at:



<http://www.cbd.int/doc/?meeting=EWDCBI-01>

## 5. General information on access to Singapore City



Singapore City is serviced by Changi International Airport (about 20 kms from the city centre) and takes about 30 minutes. Taxis are available at the designated points on the arrivals level. The following is information regarding transportation from the airport to the city centre.

### Taxi

Taxis are available at the respective pick-up points. The charges for a taxi are as follows:

- Approx. SGD \$18 – SGD \$32 excluding surcharges (about US \$12 - 22);
- Midnight surcharge: 50% of metered fare (midnight to 5:59 a.m.);

- Airport surcharge:
  - SGD \$5 Fri-Sun (5 pm to midnight) (about US \$3);
  - SGD \$3 all other times (about US \$2).

#### Limousine

Limousine taxis are also available at a flat rate to any destination in Singapore. The service uses premium 5-seater and 7-seater taxis. Please approach the limousine taxi counter at the arrival halls. You are required to pay at the respective counter. The charges for a limousine taxi are as follows:

- SGD \$45.00 per vehicle per trip;
- Midnight surcharge: SGD \$10.00 (midnight to 6:00 a.m.);
- SGD \$50.00 for per way charter of a 7-seater taxi.

### **6. Visa information**

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

Information on visa procedures, including a list of relevant Singapore diplomatic/consular missions abroad. For more information on visa procedures and diplomatic and consular missions of Singapore, please visit the following web sites:

- a) Visa procedures: <http://www.ica.gov.sg/page.aspx?pageid=96&secid=94>
- b) Singapore diplomatic and consular missions abroad: <http://shinedom1.internet.gov.sg/mfa/dipCon/dipCon.nsf/SMagent>

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

### **7. Health information**

For entry into Singapore, a valid Yellow Fever Certificate is required from travellers (over one year of age) who, within the preceding six days have been in or have passed through any country endemic for yellow fever.

The International Certificate of Vaccination for yellow fever is considered valid 10 days after vaccination. The certificate is valid for a period of 10 years.

Countries endemic to yellow fever can be found on the following web-site:  
<http://www.ica.gov.sg/page.aspx?pageid=95&secid=94#yellowfever>.

### **8. Hotel information**

The Secretariat has booked rooms at the Miramar Hotel for all participants in order to facilitate the logistic arrangements for the workshop and, as such, is requesting that all participants stay at the same hotel. The hotel rate is SGD \$160 net per day (inclusive of

American buffet breakfast), which is approximately US \$110 per day. As the hotel rate is a negotiated group rate, please send your registration information to Ms. Wendy Yap, the contact person in Singapore to reserve your hotel accommodation. Please note that the Check-in time is at 14:00hrs and the Check-out time is at 12:00 hrs.

**Hotel Miramar**

401 Havelock Road

Singapore 169631

Telephone: +(65) 6733 0222

Fax: +(65) 6733 4027

Web-site: [www.miramar.com.sg](http://www.miramar.com.sg)



For more information regarding Singapore, please visit the following website:  
<http://www.singapore.travel/?flashinstalled=2>.

**9. Payment of the Daily Subsistence Allowances (DSA)**

The National Parks Board will provide the following to all participants:

- i) Reimbursement of expenses for airport transfers (participants should obtain a receipt from the taxi driver for airport transfer from airport to hotel in order to make their claim);
- ii) Group transfers from hotel to venue of the workshop and vice-versa for the three workshop days;
- iii) Two tea-breaks, lunches and dinners for the 3 days of the workshop.

**10. Field Trip**

As a field visit is planned during the workshop, participants are strongly advised to bring appropriate clothing and footwear. Participants may also wish to include some long-sleeved shirts or blouses that provide greater protection against possible insect bites. Participants are recommended to use insect repellent sprays and creams, as appropriate.

**11. Official languages in Singapore**

There are four official languages in Singapore: Malay, Mandarin, Tamil and English. English is the language of business and administration, and is widely spoken and understood. Most Singaporeans are bilingual, and speak their mother tongue as well as English. Malay is the national language.

## 12. Weather and time zone information



Singapore is warm and humid all year round, with only slight variations between the average maximum of 31 degrees Celsius and minimum of 23 degrees Celsius. Rain falls throughout the year, with more consistent rain coming during the monsoon season from December to March. Current weather conditions can be found at: <http://www.worldweather.org/081/c00234.htm>.

The standard time zone will be GMT + 8 hours

## 13. Electricity

The electrical currents are 220-240 volts, 50 Hertz. The power plugs used in Singapore are of the three-pin, square-shaped type.



## 14. Currency



The currency in Singapore is the Singapore Dollar (SGD \$). The current exchange rate as at 7 January 2009 is US \$1.00 = SGD \$1.49 and (Euro) € 1 = SGD \$1.98.

## 15. 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 insurance for the period of participation prior to departure.

## ANNEX A

### NATIONALS HOLDING TRAVEL DOCUMENTS ISSUED BY THE FOLLOWING COUNTRIES REQUIRE A VISA TO ENTER SINGAPORE

(According to Immigration and Checkpoint Authority of Singapore)

- Afghanistan
- Algeria
- Bangladesh (*Except Diplomatic/Official passport holders*)
- Commonwealth of Independent States\* (*Except Diplomatic/Official/Service passport holders for a stay of up to 30 days*)
  - Armenia
  - Azerbaijan
  - Belarus
  - Georgia
  - Kazakhstan
  - Kyrgyzstan
  - Moldova
  - Russia
  - Tajikistan
  - Turkmenistan
  - Ukraine
  - Uzbekistan
- Egypt
- India (*Except Diplomatic/Official passport holders*)
- Iran, Islamic Republic of
- Iraq
- Jordan (*Except Diplomatic/Official passport holders*)
- Lebanon
- Libyan Arab Jamahiriya
- Morocco
- Myanmar (*Except Diplomatic/Official passport holders*)
- Nigeria (*Except Diplomatic/Official passport holders*)
- People's Republic of China (*Except Diplomatic/Service/Public Affairs passport holders for a stay of up to 30 days*)
- Pakistan
- Saudi Arabia
- Somalia
- Sudan
- Syrian Arab Republic
- Tunisia (*Except Diplomatic/Official passport holders*)
- Yemen

In addition, visitors holding Hong Kong Document of Identity, Macao Special Administrative Region (MSAR) Travel Permit, Palestinian Authority Passport, Refugee Travel Document issued by the Middle-East countries and Temporary Passport issued by United Arab Emirates will also require a visa to enter Singapore.

\* Nationals of the Commonwealth Independent States may be granted entry into Singapore without visas if they are on transit to or from a third country. However, they are required to fulfill the following conditions:

- They are in transit to or from a third country;
- They hold a valid passport, a confirmed onward air-ticket, entry facilities (including visa) to the third country and have sufficient funds for the period of stay in Singapore;
- They continue their journey to the third country within the 96-hour visa free period granted; and
- They satisfy Singapore's entry requirements. As in all arrivals, the grant of the social visit passes to travellers will be determined by the Immigration & Checkpoints Authority officers at the Singapore Checkpoints.

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