



## CONVENTION ON BIOLOGICAL DIVERSITY

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ENGLISH ONLY

CONFERENCE OF THE PARTIES TO THE  
CONVENTION ON BIOLOGICAL DIVERSITY  
SERVING AS THE MEETING OF THE PARTIES TO  
THE CARTEGENA PROTOCOL ON BIOSAFETY  
Third meeting  
Curitiba, Brazil, 13-17 March 2006

CONFERENCE OF THE PARTIES TO THE  
CONVENTION ON BIOLOGICAL  
DIVERSITY  
Eighth meeting  
Curitiba, Brazil, 20-31 March 2006

### INFORMATION NOTE FOR PARTICIPANTS

#### 1. Venue

The third meeting of the Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol on Biosafety (COP/MOP-3) and the eighth meeting of the Conference of the Parties to the Convention on Biological Diversity (COP-8) will be held in Curitiba, Brazil, from 13 to 17 March 2006 and 20 to 31 March 2006 respectively. Both meetings will be held at:

The Expo Trade Convention and Exhibition Centre  
Rodovia Deputado João Leopoldo Jacomel, 10454  
Curitiba; Pinhais, Paraná; CEP 83320-005  
Telephone: +55 41 3661 4000 / Fax: +55 41 3661 4018  
Website: [www.expo-trade.com.br](http://www.expo-trade.com.br)  
E-mail: [expo-trade@expo-trade.com.br](mailto:expo-trade@expo-trade.com.br)

#### 2. High-Level Ministerial Segment

##### 2.1 Venue

The High-Level Ministerial Segment will be held from Sunday, 26 to Wednesday, 29 March 2006 at:

Estação Embratel Convention Center  
Av. Sete de Setembro, 2775  
Curitiba 802300 - 010, Paraná, Brazil  
Telephone : + 55 41 3381 7825  
Fax: + 55 41 3382 2431  
E-mail: [marcia@boticario.com.br](mailto:marcia@boticario.com.br)

The proceedings of the High-Level Ministerial Segment will be transmitted through video to all participants in COP-8. The provisional agenda is available at the website of the Secretariat at <http://www.biodiv.org/doc/meeting.aspx?mtg=cop-08>

## **2.2 Sightseeing**

Heads of delegations to the high level segment plus one guest of their choice are invited to a sightseeing tour around Curitiba metropolitan area on Sunday, 26 March 2006. The sightseeing tour will be followed by a light lunch offered by the municipality. Shuttle bus services will be operating from the hotels between 10 and 10.30 a.m.

The sightseeing tour include several places of interest e.g. Oscar Niemeyer Musuem and the German Woods with three stops at the City Botanical Gardens and its famous greenhouse/botanical museum, Tangua Park and Barigui Park, where a light lunch will be offered at the Bamboo Palace. Delegates will be brought back to their respective hotels at around 3 p.m.

Heads of delegations are kindly requested to confirm their participation in the sightseeing tour, through the assigned diplomatic liaison officer.

## **2.3 Official opening**

Heads of delegations to the high level segment plus one guest of their choice are invited to a formal dinner offered in their honour by the Minister of the Environment, the Minister of External Relations, the Governor of Parana and the Mayor of Curitiba. The dinner will be held on Sunday, 26 March 2006 at 7.30 p.m. at the Opera do Arame (wire opera). Transportation will be provided.

Heads of delegations are kindly requested to confirm their presence at the dinner, through the assigned diplomatic liaison officer.

## **2.4. Round tables**

The High-Level Ministerial Segment will be organized in a round-table format. Each round table will be co-chaired by two ministers and will start with a keynote speaker followed by selected panelists. The presentation will be followed by an interactive discussion between ministers. Prepared statements will not be encouraged by the moderators.

## **2.5 Meeting between the Ministers and business leaders**

A breakfast meeting between the Ministers and business leaders will be held on Tuesday, 28 March from 8 to 9.30 a.m. at Graciosa Country Club.

## **2.6. Summary discussions of the High-level Ministerial Segment**

Participants in the High-Level Ministerial Segment are not expected to adopt a formal statement/declaration. The results of its discussions will be summarized and presented by the President to the plenary of the eighth meeting of the Conference of the Parties on Thursday, 30 March at the Expo Trade Convention Centre. The Ministers and other heads of delegation wishing to report on recent achievements by their respective countries on the implementation of the three objectives of the Convention may do so through a formal statement to be delivered on Wednesday, 29 March at the plenary meetings of the Conference of the Parties. However, the statements should be short, not exceeding 10 minutes. In order to make the necessary arrangements, delegations whose ministers would like to make such formal statement should inform the secretariat as soon as possible. The delegations should contact, **no later than Tuesday, 23 March 2006**, Ms. Alexandra Baillie whose coordinates are as follows:

Ms. Alexandra Baillie  
Secretariat of the Convention on Biological Diversity  
413 St. Jacques St., Suite 800  
Montreal, Quebec  
H2Y 1N9 Canada  
Telephone: + 1 514 287 7045  
Fax: + 1 514 288 6588  
Email: [alexandra.baillie@biodiv.org](mailto:alexandra.baillie@biodiv.org) .

### 3 Registration

In accordance with rule 18 of the rules of procedure, the credentials of representatives of Parties to be issued by the Head of State or the Minister for Foreign Affairs, shall be submitted **no later than twenty-four hours** after the opening of the meetings. Pending receipt of the credentials, registration of representatives from Parties is subject to the receipt by the Secretariat of an official notification, preferably through the diplomatic channel, to be received **no later than 12 March** for COP/MOP-3 and **20 March 2006** for COP-8, along indicating the names, titles and contacts of delegates to be accredited to these meetings. The official notification should be addressed to:

Mr. Ahmed Djoghlaif  
Executive Secretary  
Secretariat of the Convention on Biological Diversity  
413 St. Jacques St., Suite 800  
Montreal, Quebec  
H2Y 1N9 Canada  
Fax: + 1 514 288 6588  
Email: [secretariat@biodiv.org](mailto:secretariat@biodiv.org)

Registration of representatives of international and intergovernmental organizations, and non-governmental organizations, is subject to the receipt **no later than 12 March** for COP/MOP-3 and **20 March 2006** for COP-8, by the Executive Secretary of an official letter from the head of the organization concerned providing the names, titles and contacts of their representatives.

It should be noted that the above registration procedure, which is outlined on the Secretariat's web site (<https://www.biodiv.org/doc/notifications/2006/ntf-2006-008-cop-mop-en.pdf>), also applies to those who have already submitted pre-registration forms (**annexes A and or B**).

Participants are kindly requested to submit, along with the official notification and letter referred to above the pre-registration forms, duly completed, attached as Annex A for COP/MOP-3 meeting and Annex B for COP-8 meeting, attached hereto.

#### 3.1 COP/MOP-3

Registration for **COP/MOP-3** will commence on **Saturday, 11 March 2006** from **9 a.m. to 6 p.m.** and will continue on **Sunday, 12 March 2006** from **9 a.m. to 6 p.m.** and on **Monday, 13 March 2006, from 8 a.m.** at the registration counter located at the entrance of the Expo Trade Convention and Exhibition Centre.

## **3.2 COP-8**

COP/MOP-3 participants also attending COP-8 are requested to collect their name badges for COP-8 on **Thursday, 16 and Friday, 17 March 2006.**

The actual registration for **COP-8 will** commence on Saturday, 18 March, from **9 am to 6 p.m.** and will continue on **Sunday, 19 March 2006,** from **9 am to 6 p.m.** and on **Monday, 20 March 2006 from 8 a.m.** at the registration counter referred to under 3.1 above.

For security reasons and to gain access to both meeting venue and meeting rooms display of name badges is mandatory at all times.

## **4 Accreditation of journalists**

The journalists and other representatives of media wishing to be accredited to attend COP/MOP-3 and COP-8 meetings should address their requests to Mr. David Ainsworth, whose coordinates are as follows:

Mr. David Ainsworth  
Secretariat of the Convention on Biological Diversity  
413 St. Jacques St., Suite 800  
Montreal, Quebec  
H2Y 1N9 Canada  
Telephone: + 1 514 287 7025  
Fax: + 1 514 288 6588  
Email : [David.ainsworth@biodiv.org](mailto:David.ainsworth@biodiv.org)

A press area and a conference room will be made available to the journalists and other representatives of the media within the Expo Trade Convention and Exhibition Centre.

## **5. Official opening**

### **5.1. COP/MOP-3**

The official opening for COP/MOP-3 will take place on Sunday, 12 March 2006 from 7.30 to 10 pm. at Curitiba Memorial.

On **Monday, 13 March 2006, the meeting will start at 10 am** in the main plenary hall. The formal sessions of the meeting will be held daily from **10 a.m. to 1 p.m.** and from **3 to 6 p.m.**

### **5.2. COP-8**

The official opening for COP-8 will take place on Sunday, 19 March from 6 to 8 p.m. at the Botanical Gardens.

On **Monday, 20 March 2006** the meeting will start at **10 a.m.** in the main plenary hall The formal sessions of the meeting will be held daily from **10 a.m. to 1 p.m.** and from **3 to 6 p.m.**

## **6. Associated meetings**

### **6.1. Biosafety Clearing-House training workshop**

The Biosafety Clearing-House workshop will be held on Saturday, 11 and Friday, 12 March 2006 at the Expo Trade Convention and Exhibition Centre, in room B1.25 (level 0).

### **6.2 African region preparatory meeting for MOP 3**

The African region preparatory meeting for MOP-3 will be held on Saturday, 11 and Sunday, 12 March 2006 at the Expo Trade Convention and Exhibition Centre, in room B1.4 (level 0).

### **6.3 Expert Workshop on Protected Areas**

An Expert Workshop on Protected Areas will be held on Friday, 17 and Saturday, 18 March 2006 at the Expo Trade Convention and Exhibition Centre, in room B1.5 (level 0).

### **6.4 Brainstorming meeting on Avian Flu**

The Brain storming meeting on Avian Flu will be held on Sunday, 19 March 2006 at the Expo Trade Convention and Exhibition Centre, in a room B1.5 (level 0).

### **6.5 Meeting of informal advisory committee for the clearing-house mechanism**

The meeting of the informal advisory committee on the clearing-house mechanism will be held on Sunday, 19 March 2006 at the Expo Trade Convention and Exhibition Centre, in room B1.6 (level 0).

### **6.6 Regional preparatory meetings**

Regional preparatory meetings for the African Group, the Asia and Pacific Group and the Latin American and Caribbean Group will be held on Saturday, 18 and Sunday, 19 March 2006 at the Expo Trade Convention and Exhibition Centre in rooms B1.4, B1.9 and B1.10, respectively.

### **6.7 2010 Biodiversity Forum**

The Global Biodiversity Forum will be held on Friday, 24, and Saturday, 25 March 2006 at the Expo Trade Convention and Exhibition Centre. For more information, please go to [www.gbf.ch](http://www.gbf.ch)

## **7. Documents**

Delegates are reminded to bring their own copies of the pre-session documents for both COP/MOP-3 and COP-8, including the Information documents.

CD-ROMs containing the pre-session documents, in the six United Nations official languages, as well as the information documents of each meeting will also be made available to

delegates and participating organizations who wish to reproduce, on site, additional copies of the documents. These CD-ROMs will be available at the Documentation Counter and the copies may be made on a **commercial basis** at the Business Centre located on the ground floor of the Expo Trade Convention and Exhibition Centre. Pre-session and information documents are available on the Secretariat's web site as follows:

- COP3MOP-3: <http://www.biodiv.org/doc/meeting.aspx?mtg=MOP-03>
- COP-8: <http://www.biodiv.org/doc/meeting.aspx?mtg=COP-08>

## 8. Services to Delegates

The Expo Trade Convention and Exhibition Centre offers a variety of services including a restaurant, a cafeteria, medical unit facilities, a bank, a post office, coin and card-operated telephones, a Cyber Café and a Business Centre.

The Business Centre will provide, on **commercial basis**, the following services: photocopying, facsimile (incoming and outgoing), and the sale of pre-paid telephone cards. Upon request, business centre users may obtain a receipt for services rendered.

Participants may also access their e-mails, **free of charge**, at the Cyber Café located on the ground floor of the Expo Trade Convention and Exhibition Centre.

## 9. Visas

Participants from countries **not listed** in **Annex C** attached hereto **require** an entry visa to enter Brazil. Visas must be obtained from the nearest Brazilian Diplomatic/Consular Mission prior to departure. It should be noted that Brazilian legislation **does not** allow the delivery of visas on arrival at the airport.

Participants requiring an entry visa to Brazil should attach, as appropriate, to their visa application forms\* the following:

- An official letter from their governments or organizations nominating them as official representatives to COP/MOP-3 and/or COP-8 meetings;
- Letter from the CBD Secretariat to be issued upon request;
- An international Health certificate in respect of yellow fever, where applicable;
- One passport size photograph – except for Diplomatic visas;
- Valid passport (with expiry date no less than six months).

Duly completed visa applications will be processed in an expeditious manner.

A list of the Brazilian consular and diplomatic missions abroad can be accessed at the following web site: <http://www.mre.gov.br/ingles/ministerio/missions/index.asp>.

Participants experiencing difficulties to access this web site and /or requiring any visa-related assistance are requested to **directly** contact the designated Brazilian Government focal point at the following coordinates:

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\* Visa application forms can be obtained from Brazilian consulates or embassies

Ministry of External Relations  
Divisão de Imigração  
Esplanada dos Ministérios, Bloco H, Térreo – Brasília – DF – Brasil  
Telephone: +5561-3411-6924/6343  
E-mail: dim@mre.gov.br

## 10. Health Requirements

Brazil is listed by the World Health Organization as both a country endemic for yellow fever and a country requesting yellow fever vaccination for travelers coming from endemic countries. And in accordance with regulations laid down by the Ministry of Health, individuals who traveled from or through the countries listed below and which have been declared yellow fever infected areas must provide an International Health Certificate (IHC) indicating that they have received the proper vaccination.

It should be noted that yellow vaccination should be given at least ten (10) days prior to departure to Brazil.

As indicated under heading 6 above, the IHC must be submitted together with the visa application form. Participants should also present the said certificate to the Immigration Officer upon arrival at the port of entry in Brazil.

The yellow fever vaccination certification is required for nationals residing or travelling through the countries listed below:

<b>A</b> Angola	<b>E</b> Ecuador Equatorial Guinea Ethiopia	<b>K</b> Kenya	<b>R</b> Rwanda	<b>U</b> Uganda
<b>B</b> Benin Bolivia Burkina Faso Burundi	<b>F</b> French Guyana	<b>L</b> Liberia	<b>S</b> Sao Tome & Principe Senegal Sierra Leone Somalia Sudan Suriname	<b>V</b> Venezuela
<b>C</b> Cameroon Central African Republic  Chade Colombia Congo Cote d'Ivoire	<b>G</b> Gabon Gambia Ghana Guinea Guinea-Bissau Guyana	<b>M</b> Mali Mauritania	<b>T</b> Tanzania Togo Trinidad and Tobago	
<b>D</b> Democratic Republic of Congo		<b>N</b> Niger Nigeria	<b>P</b> Panama Peru	

## **11. Arrival/Departure at/from Curitiba international airport “Afonso Pena”**

### **11.1 Flight itineraries**

It should be noted that, depending on the geographical region, there might be more than one major “air connection hub” between the point of departure and Brazil. To assist participants make their necessary travel arrangements, below are a few examples of possible air connection hubs for residents of:

- **Africa:** South Africa (Johannesburg) and major European capital cities;
- **Asia/Pacific:** Australia (Sydney), New Zealand (Wellington) and Japan (Tokyo);
- **Caribbean/Central America:** USA (Miami), Panama (Panama City) and Mexico (Mexico City).

### **11.2 Airports of entry into Brazil and connection flights to Curitiba**

It should be noted that apart from some neighbouring countries, Curitiba is mostly serviced by domestic flights. Participants from other parts of the world will be arriving at Curitiba via the major Brazilian Cities of São Paulo or Rio de Janeiro.

It should also be noted that the City of São Paulo is serviced by one domestic airport “Congonhas” and one international airport “Guarulhos/Cumbica”, both connecting with Curitiba. Transfers from the domestic airport “Congonhas” to São Paulo international airport “Guarulhos/Cumbica” takes at least 45 minutes by bus or taxi, depending on the traffic. Bus fares currently stand at Brazilian Reals 24 (US\$ 11). Taxi fares charge much higher fares i.e. 85R (approx. US\$ 39). However, some airlines may offer free shuttle service. Please check with the airline or at the COP/MOP-3/COP-8 Help Desk, located within São Paulo international airport.

When making their bookings via São Paulo international airport, participants should ensure that they allow themselves at least two hours for transfer to the domestic Congonhas airport, as there might be flight delays.

### **11.3 Baggage clearance**

Participants are kindly requested to attach clearly marked labels on their luggage reading “**CBD COP/MOP-3 and/or COP-8 meeting**”, in order to expedite their handling and customs clearance.

### **11.4 Flight duration from São Paulo and Rio de Janeiro to Curitiba**

Direct flights from São Paulo to Curitiba take between 50 to 60 minutes and 2½ to 3 hours from Rio de Janeiro, including ground transfers, on flights with connections.

### **11.5 Transportation from Curitiba airport to the hotels**

The City of Curitiba will provide special ground transportation, **on commercial basis**, from/to Curitiba airport and hotels from **Saturday, 11 March through Sunday, 2 April 2006**.

Buses will operate from **7 am to 11 pm** at intervals ranging between 5 and 30 minutes and will be identified with COP/MOP-3 and COP-8 logos.

Participants who wish to avail themselves of this shuttle service must complete the “Travel Information Form” attached to this note as **annex D**. Duly completed forms must be forwarded to the designated person (see annex D) **no later than Monday, 27 February 2006** for COP/MOP-3 and

**Monday, 6 March 2006** for COP-8. Bus shuttle service arrangements will be made based on the Information provided using Annex D.

Participants who do not provide the form within the above-mentioned deadlines will need to arrange transportation to/from the City of Curitiba using the regular means of transportation.

Taxis are readily available at Curitiba airport at a fare of about BRL 45 (approx. US\$ 21) to the city centre, where most of the hotels are located. Deluxe taxis are also available at a fixed fare of BRL 90 (US\$ 42). The journey takes about 30-40 minutes.

Participants may also use:

- The City Bus services operating 24 hours at 5-15 minutes intervals between 6 am and 12 pm and one hour interval between 12 am and 6 am. The journey takes about 30-40 minutes and fares are BRL 2 (approx. US\$ 0,93) for a single ticket **or**;
- The Executive Service, which operates on 18 hour-schedule with a 40 minutes' intervals between 6 am and 12 pm. A single ticket costs BRL 15 (approx. US\$ 7).

### **11.6 Help desks and dedicated customs counters**

The Brazilian Government will set up at the international airports of São Paulo “Guarulhos/Cumbica”, Rio de Janeiro “Galeão/Antonio Carlos Jobim” and Curitiba “Afonso Pena” clearly marked **Customs Counters** dedicated for COP/MOP-3 and COP-8 participants.

Help Desks, staffed by multilingual attendants, will also be set up at these three international airports to assist participants with flight connections, hotel accommodation, bus shuttle stops or any query they may have. At these Help Desks, information kits containing maps, useful phrases in Portuguese, etc. will be distributed.

The Help Desks will be operational from 6 a.m. to 11 p.m. from **Saturday, 11 to Monday, 13 March 2006**, for those attending COP/MOP-3 and from **Friday, 17 to Monday, 20 March 2006**, for those attending COP-8.

Signs will be displayed at Curitiba airport to guide participants.

The Brazilian Government has set up the following web site, in English, Portuguese and Spanish, to provide additional logistical information for the participants in MOP/COP-3 and COP-8 meetings: <http://www.cdb.gov.br>. Information on social events can also be found under this link.

## 12. Hotel accommodation

**Annex E** provides a list of five to three star-hotels located in the centre of Curitiba with indicative published room rates. Please note that rates are subject to change without further notice.

Participants are responsible for making their own hotel reservations. It should be noted that credit cards or other booking guaranty may be required for hotels reservations.

## 13. Transportation between hotels and meeting venue

The city of Curitiba will provide, **free of charge**, two dedicated bus lines operating between: (1) the hotels and the Expo Trade Convention and Exhibition Centre and (2) the Museo Ferroviario (Railroad Museum) and the Expo Trade.

### 13.1 Circular Hotel Line

Buses will be operating on a daily basis between the hotels and the meeting venue, **except over the weekends preceding the official openings of COP/MOP-3 and COP-8 meetings.**

The Circular Hotel Line schedule is as follows:

- 7.30 a.m. to 9 a.m. from hotels to meeting venue;
- 7.00 p.m. from meeting venue to hotels.

In order to facilitate registration prior to the official openings (March, 11-12 and March, 18-19) of the meetings (see headings 3.1 and 3.2 above), participants may use the direct line Museu Ferroviário/Expo Trade (see timetable below).

Participants will be informed in due time of pick up and drop off points.

Given the small distances between the downtown hotels, participants staying at hotels with no bus stops assigned may still avail themselves of the pick up and drop off points, as well as of the direct line/Museu Ferroviário Line. Maps showing the dedicated bus stops will be available at all Curitiba hotels as well as at the Help Desk within the meeting venue.

### 13.2 Direct Line/Museu Ferroviário (Railroad Museum) Line

Buses will be operating on a daily basis, **starting from Saturday, 11 March 2006**, between the Museu Ferroviário and the meeting venue. The Direct Line/Museu Ferroviário Line bus stop is from walking distance from most of the hotels. Buses will be operating from 7 a.m. to 11 p.m. at the following intervals:

- 15 minutes between 7 a.m. and 9 a.m.;
- 10 minutes between 9 a.m. and 10 a.m.;
- 20 minutes between 10 a.m. and 6 p.m.
- 10 minutes between 6 p.m. and 8 p.m.;
- 30 minutes between 8 and 11 p.m.

For security reasons, name badges will be required to gain access to the two shuttle bus services. However, this requirement will be waived for the Saturday, 11 and Sunday, 12 March 2006 shuttle preceding the official openings of the meetings.

#### **14. Currency and rate of exchange**

The Brazilian currency is the Brazilian Real (BRL). The current exchange rate (March 2006) is approximately 1 BRL = US\$, 46 (US\$ 1 = BRL 2, 15).

Currency exchange facilities are readily available in banks, hotels and at the meeting venue.

As the Brazilian Real is the only legal currency in circulation in Brazil, all payments for goods or services are to be made in BRL or by credit card.

#### **15. Official language**

The official language in Brazil is Portuguese. However, English is widely spoken and understood in hotels and restaurants.

#### **16. Promotional materials**

In keeping with efforts to minimize the negative environmental impact of the meeting, a website will be created for promotional material. Delegates wishing to have their material posted online are encouraged to send their material, a brief description of the material and the name of their organization to the Secretariat at:

Ms. Nancy Liang  
Secretariat of the Convention on Biological Diversity  
World Trade Center  
413 St Jacques Street, Suite 800  
Montreal, Quebec, Canada H2Y IN9  
Telephone: +1 514 288 2220  
Fax: +1 514 288 6588  
E-mail: [secretariat@biodiv.org](mailto:secretariat@biodiv.org)

Tables will be made available at the meeting venue for the display of promotional material and publications.

##### **16.1 Designated focal person**

Participants wishing to enquire about customs regulations and space availability regarding storage of promotional material at the Expo Trade Exhibition and Convention Centre, the meeting venue, should address their requests, with a copy, for information purposes, to the CBD Conference Officer, Mr. Aballache Yesli [aballache.yesli@biodiv.org](mailto:aballache.yesli@biodiv.org) directly to:

Mrs. Patricia Ferronato  
Expo Trade Convention and Exhibition Centre  
Rodovia Deputado João Leopoldo Jacomel, 10454  
Curitiba; Pinhais, Paraná; CEP 83320-005  
Telephone: +55 41 3661 4000 / Fax: +55 41 3661 4018  
Website: www.expo-trade.com.br  
E-mail: patricia.ferronato@expo-trade.com.br  
**With a copy to:** sergio.bento@expo-trade.com.br

## **16.2 Shipments to the meeting venue in Curitiba**

All shipments must be:

- Arranged to arrive in Brazil between 11 January and 20 February 2006 to ensure timely customs clearance and delivery at the Expo Trade Convention and Exhibition Centre;
- Arranged on a **door-to-door** basis, as the recipient **cannot** deal with customs clearance and handling of the shipments;
- Marked to the attention of Mrs. Patricia Ferronato, **with a copy to:** sergio.bento@expo-trade.com.br;
- Identified with the title of the meeting (e.g. COP/MOP-3 and/or COP-8);
- Previously communicated to Mrs. Patricia Ferronato **with a copy to:** sergio.bento@expo-trade.com.br, indicating the expected date of arrival in Curitiba, the airway bill number and the number of boxes sent.

**N.B.** Boxes must be numbered in “1 of XX format”. When possible, a copy of the publication should be affixed to each box.

Participants requiring assistance on shipment-related issues may contact Mr. Leonardo Bartolamei. His coordinates are as follows:

TDL International  
Phone (55 41) 3024-0100  
Fax Number (55 41) 3024-0027  
Email: lbartolamei@tdlinternational.com.br

## **16.3 Collection of shipments at the meeting venue**

Shipments may be collected at the **Pavilion C** of the Expo Trade Convention Exhibition Centre upon presentation of official shipping documents. Please check with Mrs. Patricia Ferronato upon arrival.

## **17. Exhibition stands**

All the exhibition space available has now been allocated. Any further enquiries should be addressed to:

COP-8 National Preparatory Committee  
Secretariat of Biodiversity and Forests  
Ministry of the Environment  
Esplanada dos Ministérios, Bloco B, sala 746  
Brasília DF

70068-900 Brazil  
Email: cop8cdb@mma.gov.br  
Fax: +55 61 4009 1981  
Telephone : +55 61 4009 1752"

## 18. Side-events

Requests for side-events should be made as soon as possible preferably online at <http://www.biodiv.org/register/> or by completing the attached forms (**Annex F** for COP/MOP-3 and **Annex G** for COP-8). The deadline for the receipt of requests is **Friday, 3 March 2006**. Requests and enquiries on side events should be addressed to the following CBD focal point for side-events:

Ms. Sofia Gutierrez  
Programme Assistant  
Secretariat of the Convention on Biological Diversity  
World Trade Center  
413 St Jacques Street, Suite 800  
Montreal, Quebec, Canada H2Y IN9  
Telephone (Direct line): +1 514 287 7048  
Fax: + 1 514 288 65 88  
E- mail: sofia.gutierrez@biodiv.org

An updated calendar of side-events will be accessible at the Secretariat's website as follows:

- **COP/MOP-3** <http://www.biodiv.org/register/side-events/list.aspx?mtg=MOP-03>
- **COP-8** <http://www.biodiv.org/register/side-events/list.aspx?mtg=COP-08>

Subject to availability of rooms, and provided that side-event requests are received before the set deadline (**3 March 2006**), the meeting rooms will be provided at no cost to the side-event organizers. Side-event rooms will be equipped with LCD projectors, for PowerPoint presentations.

Organizers of side-events requiring additional technical equipment (such as VCR, Carrousel, etc.) and catering requirements should address, with a copy to Ms. Sofia Gutierrez (sofia.gutierrez@biodiv.org), their requests and enquiries regarding availability and cost to the designated person whose coordinates are as follows:

Mrs. Patricia Ferronato  
Expo Trade Convention and Exhibition Centre  
Rodovia Deputado João Leopoldo Jacomel, 10454  
Curitiba; Pinhais, Paraná; CEP 83320-005  
Telephone: +55 41 3661 4000 / Fax: +55 41 3661 4018  
Website: [www.expo-trade.com.br](http://www.expo-trade.com.br)  
E-mail: [patricia.ferronato@expo-trade.com.br](mailto:patricia.ferronato@expo-trade.com.br)  
**With a copy to** : [sergio.bento@expo-trade.com.br](mailto:sergio.bento@expo-trade.com.br)

Organizers of side events are kindly requested to provide the Secretariat with a short summary of the presentations and discussions held during side events to [sofia.gutierrez@biodiv.org](mailto:sofia.gutierrez@biodiv.org) . The Secretariat will compile them and publish a summary report of side events held during COP/MOP-3 and COP-8 and the "Directory of side events" will be published and widely distributed one month after the meetings.

**19. Weather and time zone information**

In March, daytime temperatures in Curitiba range between a maximum of 30° C and a minimum of 18° C. The time zone is three hours behind GMT (GMT- 03:00)

**20. Electricity**

ExpoTrade Convention and Exhibition Centre: 220 volts, 50 Hertz [two-pin, flat and vertical, connection].

Hotels: 110 to 127 volts. Some, but not all, hotels have converters for 220 volts.

Voltage in other Brazilian cities may vary (Brasilia 220 V; Rio 220V and Sao Paulo 110 V).

**21. CBD focal points**

In order to enhance the relation between representatives of major groups and other stakeholders with the CBD Secretariat, the following focal points have been designated:

- **Focal point for Indigenous and local communities**

Mr. John Scott  
Programme Officer – Traditional knowledge  
Secretariat of the Convention on Biological Diversity  
World Trade Center  
413 St Jacques Street, Suite 800  
Montreal, Quebec, Canada H2Y IN9  
Telephone (Direct line): +1 514 287 7042  
Fax: +1 514 288 65 88  
E- mail: john.scott@biodiv.org

- **Focal point for non-governmental organizations**

Ms. Marie-Annick Moreau  
Programme Assistant  
Secretariat of the Convention on Biological Diversity  
World Trade Center  
413 St Jacques Street, Suite 800  
Montreal, Quebec, Canada H2Y IN9  
Telephone (Direct line): +1 514 287 8702  
Fax: +1 514 288 65 88  
E- mail: marie-annick.moreau@biodiv.org

- **Focal point for women**

Ms. Sofia Gutierrez  
Programme Assistant  
Secretariat of the Convention on Biological Diversity  
World Trade Center  
413 St Jacques Street, Suite 800  
Montreal, Quebec, Canada H2Y IN9  
Telephone (Direct line): +1 514 287 7048  
Fax: +1 514 288 65 88  
E- mail: sofia.gutierrez@biodiv.org

- **Focal point for children and youth**

Ms. Veronique Lefebvre  
Programme Assistant  
Secretariat of the Convention on Biological Diversity  
World Trade Center  
413 St Jacques Street, Suite 800  
Montreal, Quebec, Canada H2Y IN9  
Telephone (Direct line): +1 514 287 7044  
Fax: +1 514 288 65 88  
E- mail: veronique.lefebvre @biodiv.org

- **Focal point for business**

Mr. Nicolas Bertrand  
Programme Officer  
Secretariat of the Convention on Biological Diversity

World Trade Center  
413 St Jacques Street, Suite 800  
Montreal, Quebec, Canada H2Y IN9  
Telephone (Direct line): +1 514 287 7048  
Fax: + 1 514 288 65 88  
E- mail: nicolas.bertrand@biodiv.org

- **Focal point for local authorities**

Ms. Alexandra Baillie  
Secretariat of the Convention on Biological Diversity  
413 St. Jacques St., Suite 800  
Montreal, Quebec  
H2Y 1N9 Canada  
Telephone: + 1 514 287 7045  
Fax: + 1 514 288 6588  
Email: alexandra.baillie@biodiv.org

- **Focal point for parliamentarians**

Mr. Dan Ogolla  
Legal Officer  
Secretariat of the Convention on Biological Diversity  
World Trade Center  
413 St Jacques Street, Suite 800  
Montreal, Quebec, Canada H2Y IN9  
Telephone (Direct line): +1 514 287 7022  
Fax: + 1 514 288 65 88  
E- mail: dan.ogolla@biodiv.org

- **Focal point for media**

Mr. David Ainsworth  
Programme Officer  
Secretariat of the Convention on Biological Diversity  
World Trade Center  
413 St Jacques Street, Suite 800  
Montreal, Quebec, Canada H2Y IN9  
Telephone (Direct line): +1 514 287 7025  
Fax: + 1 514 288 65 88  
E- mail: david.ainsworth@biodiv.org

- **Focal point for United Nations and other intergovernmental organizations**

Mr. David Cooper  
Senior Programme Officer  
Secretariat of the Convention on Biological Diversity  
World Trade Center  
413 St Jacques Street, Suite 800  
Montreal, Quebec, Canada H2Y IN9  
Telephone (Direct line): +1 514 287 8709  
Fax: + 1 514 288 65 88  
E- mail: david.cooper@biodiv.org

Delegations wishing to make early appointment for bilateral meetings with the Executive Secretary, during COP/MOP-3 and COP-8 meetings may wish to contact the Personal Assistant of the Executive Secretary, namely Ms. Ailis Rego at the following address:

Ms. Ailis Rego  
Personal Assistant to the Executive Secretary  
Secretariat of the Convention on Biological Diversity  
World Trade Center  
413 St Jacques Street, Suite 800  
Montreal, Quebec, Canada H2Y IN9  
Telephone: +1 514 287 8710  
Fax: + 1 514 288 65 88  
E- mail: [ailis.rego@biodiv.org](mailto:ailis.rego@biodiv.org)

## **22. 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 that participants secure prior to departure international medical insurance for the period of participation.

ANNEX A

THIRD MEETING OF THE CONFERENCE OF THE PARTIES SERVING AS THE MEETING OF THE PARTIES TO THE CARTEGENA PROTOCOL ON BIOSAFET (COP/MOP-3)  
CURITIBA, BRAZIL 13- 17 MARCH 2006

**Pre-Registration Form (Please print)**

**NB.** Due to the large number of forms involved, the Secretariat will not be able to acknowledge receipt of individual applications. Pre-registered delegates will only be contacted in cases where further information is needed.

Mr. /  Mrs. /  Ms. /  Amb. /  Dr. /  Prof. /  **Head of delegation**/  Female or  Male

FAMILY NAME: \_\_\_\_\_

FIRST NAME: \_\_\_\_\_

FUNCTION/TITLE:: \_\_\_\_\_

Have you attended CBD meeting(s) before?:  Yes  No

Representing:

GOVERNMENT: \_\_\_\_\_

Ministry/department/agency: \_\_\_\_\_

**OR**

ORGANIZATION: \_\_\_\_\_

(SHORT NAME / ACCRONYM): \_\_\_\_\_

(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: \_\_\_\_\_

Preferred languages:

- English
- French
- Spanish
- Russian
- Arabic
- Chinese

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return duly completed no later than 12 March 2006 to:**

Secretariat of the Convention on Biological Diversity  
World Trade Center  
413 Saint-Jacques St., Suite 800  
Montreal, Quebec, Canada  
H2Y 1N9  
Fax: + 1 (514) 288-6588  
e-mail: secretariat@biodiv.org

Based on the received and duly completed pre-registration forms, 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.

**ANNEX B**

EIGHTH MEETING OF THE CONFERENCE OF THE PARTIES TO THE CONVENTION ON BIOLOGICAL DIVERSITY (CURITIBA, BRAZIL FROM 20-31 MARCH 2006) (COP-8)

**Pre-Registration Form (Please print)**

**NB.** Due to the number of forms involved, the Secretariat will not be able to acknowledge receipt of individual applications. Pre-registered participants will only be contacted in cases where further information is needed.

Mr. /  Mrs. /  Ms. /  Amb. /  Dr. /  Prof./  **Head of delegation** /  Female  Male

FAMILY NAME: \_\_\_\_\_

FIRST NAME: \_\_\_\_\_

FUNCTION/TITLE: : \_\_\_\_\_

Have you attended CBD meeting(s) before?:  Yes  No

Representing:

GOVERNMENT: \_\_\_\_\_

Ministry/department/agency: \_\_\_\_\_

**OR**

ORGANIZATION: \_\_\_\_\_

(SHORT NAME / ACRONYM): \_\_\_\_\_

(Check one)  UN/ Specialized Agency  Inter-governmental organization  Non-governmental organization

Indigenous and local community organization  Media  Industry  Other

Official Address: \_\_\_\_\_

Telephone : + (\_\_\_\_) \_\_\_\_\_

Fax : + (\_\_\_\_) \_\_\_\_\_

Telex : + (\_\_\_\_) \_\_\_\_\_

E-MAIL : \_\_\_\_\_

URL: \_\_\_\_\_

Signature : \_\_\_\_\_ Date: \_\_\_\_\_

**Preferred language :**

- English
- French
- Spanish
- Russian
- Arabic
- Chinese

**Please return duly completed no later than 20 March 2006 to:**

Secretariat of the Convention on Biological Diversity  
World Trade Center  
413 Saint-Jacques St., Suite 800  
Montreal, Quebec, Canada  
H2Y 1N9  
Fax : + 1 (514) 288-6588  
E-mail: [secretariat@biodiv.org](mailto:secretariat@biodiv.org)

Based on the received and duly completed pre-registration forms, 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.

## ANNEX C

### VISA AND ENTRY REQUIREMENTS FOR BRAZIL (according to information provided by the host country)

#### 4. Diplomatic, official or ordinary passport holders from the countries below do not require an entry visa for Brazil.

<b>A</b>	<b>I</b>	<b>V</b>
Argentina	Iceland	Vatican
Austria	Ireland	Venezuela
	Israel	
	Italy	
<b>B</b>	<b>L</b>	
Barbados	Luxembourg	
Belgium		
Bolivia		
<b>C</b>	<b>M</b>	
Chile	Malaysia	
Colombia	Malta	
Costa Rica	Morocco	
Czech Republic	Mexico	
<b>D</b>	<b>N</b>	
Denmark	Namibia	
	Netherlands	
	Norway	
<b>E</b>	<b>P</b>	
Ecuador	Panama	
	Paraguay	
	Peru	
	The Philippines	
	Poland	
	Portugal	
<b>F</b>	<b>S</b>	
Finland	San Marino	
France	Slovakia	
	Slovenia	
	Spain	
	South Africa	
	South Korea	
	Suriname	
	Sweden	
	Switzerland	
<b>G</b>	<b>T</b>	
Germany	Thailand	
Greece	Trinidad and Tobago	
	Tunisia	
	Turkey	
<b>H</b>	<b>U</b>	
Hungary	United Kingdom	

Uruguay

**4. Diplomatic and official passport holders from the countries below do not require an entry visa for Brazil.**

<b>A</b>	<b>M</b>
Albania	Mozambique
Angola	
Armenia	
<b>B</b>	<b>R</b>
Benin	Romania
Bulgaria	Russia
<b>C</b>	<b>S</b>
Cape Verde	Sao Tome e Principe
Cameroon	Senegal
China	
Cote d'Ivoire	
Croatia	
<b>D</b>	<b>U</b>
Dominican Republic	Ukraine
<b>E</b>	
Egypt	
El Salvador	
<b>G</b>	
Gabon	
Guatemala	
Guyana	
Guinea-Bissau	
<b>H</b>	
Honduras	
<b>I</b>	
India	

**4. Diplomatic passport holders from the countries below do not require an entry visa for Brazil.**

Cuba  
Vietnam

**4. Citizens from the countries listed below do not require a tourist visa to enter Brazil.**

Andorra  
Bahamas  
Liechtenstein  
Monaco  
New Zealand

**ANNEX D**  
**Arrival and Departure details for Participants/Delegations**  
**COP/MOP-3 and COP-8 meetings (11- 31 MARCH, 2006, CURITIBA, BRAZIL)**

Name/Nome/Nombre:

Country/País/País:

Title/Título/Cargo:

**ARRIVAL IN BRAZIL/ CHEGADA AO BRASIL / LLEGADA A BRASIL**

Airport/Aeroporto/Aeropuerto:

**Flight/Vôo/Vuelo:**

Date/Data/ Fecha:

Time/Hora/Hora:

**ARRIVAL IN CURITIBA/ CHEGADA A CURITIBA / LLEGADA A CURITIBA**

Airport/Aeroporto/Aeropuerto:

**Flight/Vôo/Vuelo:**

Date/Data/ Fecha:

Time/Hora/Hora:

**DEPARTURE FROM CURITIBA/ PARTIDA DE CURITIBA / PARTIDA DE CURITIBA**

Airport/Aeroporto/Aeropuerto:

**Flight/Vôo/Vuelo:**

Date/Data/Fecha:

Time/Hora/Hora:

**DEPARTURE FROM BRAZIL/ PARTIDA DO BRASIL / PARTIDA DE BRASIL**

Airport/Aeroporto/Aeropuerto:

**Flight/Vôo/Vuelo:**

Date/Data/Fecha:

Time/Hora/Hora:

**PLEASE, SEND TO BOTH / POR FAVOR, ENVIAR PARA OS DOIS / POR FAVOR, ENVIAR A LOS DOS:**

**Mrs. MIRELE CAMARGO**

email: [micamargo@pmc.curitiba.pr.gov.br](mailto:micamargo@pmc.curitiba.pr.gov.br)

**FAX: + 55 41 3350 8111**

**GTL-COP/MOP-3/COP-8 (MRE)**

**Fax: + 55 41 3661 4171**

**Tel: + 55 41 3661 4170**

ANNEX E  
INFORMATION ON HOTELS

The annex E on hotels can be printed from the PDF version or retrieved from the CBD web site as follows:

- COP/MOP-3 meeting under:
  - “Other” at: <http://www.biodiv.org/doc/meeting.aspx?mtg=MOP-03&tab=2> or
  - “Hotels” at: <http://www.biodiv.org/meetings/mop-03/mop-03-info-part.aspx?page=hotel>
  
- COP-8 meeting under:
  - “Other” at: <http://www.biodiv.org/doc/meeting.aspx?mtg=COP-08&tab=2> or
  - “Hotels” at: <http://www.biodiv.org/meetings/cop-08/cop-08-info-part.aspx?page=hotel>



**CONVENTION ON  
BIOLOGICAL  
DIVERSITY**

**Deadline : 3 March 2006**

**Side-Events Request Form**

**Third meeting of the Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol on Biosafety (COP/MOP-3) - Curitiba – Brazil, 13 – 17 March 2006**

Side event requests are processed on a *first-come, first-served basis*

Please ensure that the information below (1 to 7) is provided

For on-line requests, please click here: <http://www.biodiv.org/register/>

1. **Event Title:** \_\_\_\_\_  
\_\_\_\_\_
2. **Full name + acronym of organizer(s):** \_\_\_\_\_  
\_\_\_\_\_
3. **Expected number of Participants:** \_\_\_\_\_
4. **Preferred date and time:**
  - a) First Choice: /03/2006                      time: 13:15 – 15 or 18:30 – 20
  - b) Second choice: /03/2006                      time: 13:15 – 15 or 18:30 – 20
  - c) Third choice: /03/2006                      time: 13:15 – 15 or 18:30 – 20
5. **Requirements \* (Please check the boxes as appropriate)**
  - a. LCD Projector with PC (for PowerPoint presentations)
  - b. Overhead Projector (for transparencies)
  - c. Other \* (please specify):

\_\_\_\_\_

\_\_\_\_\_
6. **Date of submission:** (   /   /   ) dd/mm/yy
7. **Short event description:**  
\_\_\_\_\_  
\_\_\_\_\_

\* For additional technical equipment and catering requirements, please refer to page 10 heading 15. “Promotional Materials and Side Events” of the “Information for Participant” Note.



## CONVENTION ON BIOLOGICAL DIVERSITY

**Deadline : 3 March 2006**

### Side-Events Request Form

**Eighth meeting of the Conference of the Parties to the Convention on Biological Diversity (COP-8)**

**Curitiba, Brazil from 20-31 March 2006**

Side event requests are processed on a *first-come, first-served basis*

Please ensure that the information below (1 to 7) is provided

For on-line requests, please click here: <http://www.biodiv.org/register/>

1. **Event Title:** \_\_\_\_\_  
\_\_\_\_\_
2. **Full name + acronym of organizer(s):** \_\_\_\_\_  
\_\_\_\_\_
3. **Expected number of Participants:** \_\_\_\_\_
4. **Preferred date and time:**
  - a) First Choice: /03/2006                      time: 13:15 – 15 or 18:30 – 20
  - b) Second choice: /03/2006                      time: 13:15 – 15 or 18:30 – 20
  - c) Third choice: /03/2006                      time: 13:15 – 15 or 18:30 – 20
5. **Requirements \*** (Please check the boxes as appropriate)
 

a) LCD Projector with PC (for PowerPoint presentations)	<input type="checkbox"/>
b) Overhead Projector (for transparencies)	<input type="checkbox"/>
c) Other * (please see also note below):	<input type="checkbox"/>

\_\_\_\_\_
6. **Date of submission:** (    /    /    ) dd/mm/yy
7. **Short event description:**  
\_\_\_\_\_  
\_\_\_\_\_

**\* For additional technical equipment and catering requirements, please refer to page 10 heading 15. "Promotional Materials and Side Events" of the "Information for Participant" Note.**