



Convention on Biological Diversity

Distr.
GENERAL






17 March 2014

ENGLISH ONLY

SECOND DIALOGUE SEMINAR ON
SCALING UP FINANCE FOR BIODIVERSITY*
Quito, Ecuador, 9-12 April 2014

Information Note for Participants

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* This meeting is organized by the CBD, with the assistance of the Seminar conveners (Government of Ecuador, India, Japan, Norway, Republic of Korea, Sweden and Uganda, and the European Commission).

1. Official Opening and registration

The official opening for the Second Dialogue Seminar on Scaling up Finance for Biodiversity will take place at 9:00 a.m. on Wednesday, 9 April 2014. The Ministry of Environment of Ecuador will host a Welcome Reception on Wednesday, 9 April at 7:00 p.m. in Hotel Quito (room “Guapolo”).

Registration will take place from 8:00 a.m. to 10:00 a.m. during the first day of the meeting, outside of the main room of the event (Room Pichincha).

2. Venue

All meetings will be held at:

Hotel Quito

Av. González Suárez N27 - 142

Quito – Ecuador

Telephone: +(593)-2-3964-900

E-mail: reservaciones@hotelquito.com

Web site: www.hotelquito.com

Plenary sessions will be held in the room named “Pichincha” at Hotel Quito. The organizers of the event count on an additional room for coordination purposes: “Room Sangay”. Both rooms are located on the basement floor.

A “Cultural Evening Dinner” will be hosted by SWEDBIO at Barlovento Alta Mar Restaurant on Friday, in front of Hotel Quito, on 11 April at 8:00 p.m. All participants will gather at the Reception of the Hotel at 7:30 p.m. for transportation.

Please note that participants making presentations during the meeting should ensure that their files are compatible with Windows 8.

3. Documents

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



<http://www.cbd.int/doc/?meeting=DS-FB-02>

4. General information on access to Quito, Ecuador



Quito is serviced by “Mariscal Sucre” New International Airport (UIO) which is located in the locality of Tababela, 37 km east of the city centre.

For transportation from the Airport to Hotel Quito please take one of the official Taxis from the Airport (Cooperativa de Taxis Aeropuerto Mariscal Sucre) found in front of the International Arrivals Exit inside the Terminal Building.

For funded participants, travel from the Airport to the Hotel is included and you do not have to pay anything to the taxi driver. All funded participants must first confirm their arrival at the counter of the Taxis Company (see image on the right) and verify that their name is on the list of funded participants before taking a taxi. Please note that transportation for funded participants from the Hotel to the Airport will be arranged by the organizers directly with Hotel Quito.



For participants not covered by the event, a fee of USD 25.00 should be paid directly to the taxi driver. Transportation from the Hotel to the Airport will have to be arranged individually with the Hotel.

*Please note for information purposes only, that official taxis are also available at the exit of the International Arrivals section (the fixed price from the Airport to Hotel Quito is US \$25.00).

5. Visa information



According to the website of the Ministry of Foreign Affairs of Ecuador, the country requires visas from citizens of the following countries:

China, Afghanistan, Bangladesh, Eritrea, Ethiopia, Kenya, Nepal, Nigeria, Pakistan and Somalia (<http://cancilleria.gob.ec/requisitos-para-solicitud-de-visas-no-inmigrantes-e-inmigrantes/>).

Citizens from Colombia are required to bring a criminal record certificate (*Pasado Judicial*). Citizens from Cuba must present an official Invitation Letter. Please consult with the nearest Ecuadorian Embassy or Consulate in advance whether you need a visa or any particular documents. Some delegates may require transit visas due to connecting flights. Please, consult as soon as possible with the respective Embassies of those countries whether you will have to obtain a transit visa before starting your trip to Ecuador.

To facilitate the issuance of visas, the CBD Secretariat will supply Invitation Letters to be attached to the visa applications upon request.

Please remember that expenses for visa can be reimbursed on presentation of the original invoice, stating the name of the participant and the date. Please make sure to inform IUCN in advance about your expenses for visa by sending an email to Annika.Buchholz@iucn.org.

6. Hotel information



A block booking has been made at Quito Hotel. However, accommodation for non-funded participants at Hotel Quito cannot be guaranteed and available rooms will be assigned depending on the availability of the hotel and on a “first come, first serve” basis. The IUCN-Sur Corporative Daily Rate for the Hotel Quito is USD 108.75 for a Single Superior (including buffet breakfast, taxes and free WI-FI). Lunches (incl. lunch box during the field trip), coffee breaks, and the cultural evening dinner on the 11 April will be covered by the organizers. The Hotel Quito provides free WI-FI service to the guests.

Participants not funded by the event, are requested to confirm their reservation at Quito Hotel by sending an e-mail with the arrival and departure date to Mr. Arturo Mora (Arturo.MORA@iucn.org) with a copy to Ms. Annika Buchholz (Annika.BUCHHOLZ@iucn.org).

Other suggestions for hotels near to the venue (about 10 minutes walking distance) are:

SWISS Hotel Quito (Regular Rate per 1 night – Twin Room. USD 172.00)
<http://www.swissotel.com/hotels/quito/>

RADISSON Hotel Quito (Regular Rate per 1 night – Guest Room. USD 124.00)
<http://www.radisson.com/quito-hotel-ec/ecquito>

7. Field Trip

With regard to the field trip to be held on 10 April, we recommend participants to bring a rain coat and outdoor shoes, considering the chances of rain for that day. A lunch box will be provided. More information about the field trip location is available at: <http://www.fonag.org.ec/inicio/english-version.html>.

8. Health information

The Ecuadorian highlands (including Quito, its surrounding areas and the fieldtrip site) are free of tropical diseases (such as yellow-fever). However, if you are travelling after the event to other areas in the country, such as the Amazonia, it is recommended to vaccinate against yellow-fever. In addition, in order to enter some countries, you might be asked to show proof of this vaccination after previously having visited Ecuador.

More related information can be found at:
<http://www.mdtravelhealth.com/destinations/samerica/ecuador.php>

It is recommended to secure international medical insurance (and other insurances if needed) for the period of travel and workshop participation prior to departure.

9. Information on the city of Quito

Quito is located at 2,800 m above sea level in the northern Andes. On the first day of your stay, it is recommended to drink plenty of water, walk slowly and avoid excessive physical exercise and alcohol if you are not accustomed to high altitudes.

Quito's historic city centre was one of the first cities declared World Heritage Site by UNESCO and is considered the largest colonial district in the Americas. In addition, diverse natural areas, such as Paramo landscapes and tropical Andean forest, can be found in the surrounding areas of Quito.

More information about the city can be found in this video:
http://www.youtube.com/watch?feature=player_embedded&v=kSgmOC9Xh5c

A list of restaurants close to the venue of the event can be found in **Annex A** of this document.

10. Payment of the Daily Subsistence Allowances (DSA) for funded participants

Selected experts sponsored by the event will receive a DSA and will be asked to approach the person in charge of IUCN in Room Pichincha during the first day of the event (during coffee breaks and lunch). In the morning session, the name of the person in charge will be indicated.

Your passport, the original boarding pass of your flight ticket as well as photocopies of both documents will be asked for, therefore please bring all of these documents; otherwise it won't be possible to hand out the DSA.

The DSA will discount accommodation, lunches, the cultural evening dinner as well as transfers from and to Quito's Airport. The remaining portion of DSA will be paid in cash in US Dollars on the first day of the event.

Please note that accommodation for all participants sponsored by the event will be exclusively at Hotel Quito. In case that a participant decides to stay at a different hotel, all arising costs must be paid for by the participant individually. The value of 5 nights at the Hotel Quito will be discounted from the DSA since the Hotel is charging the organizers in advance for the complete stay.

Please note that any additional services such international or national calls, room service, laundry, local transportation, additional meals etc. must be paid by the participant.

If the expenditures exceed this amount, the organizers will not cover them, except for payments for visa services. These expenses will be reimbursed on presentation of the original invoice, stating the name of the participant and the date. In this case, please inform IUCN in advance about your expenses by sending an e-mail to Annika.Buchholz@iucn.org. Thank you for your understanding.

11. Official language in Ecuador

The official language in Ecuador is Spanish. English is spoken in touristic and recreational sites in the larger cities.

12. Weather and time zone information

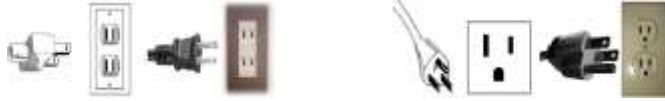


In April, temperatures in Quito, Ecuador range between a maximum of +19°C in the daytime and a minimum of +9°C at night. The rainy season is from January to April, please bring appropriate clothing. Current weather conditions can be found at: <http://www.theweathernetwork.com/weather/ecuador/pichincha/quito>.

The standard time zone is GMT/ UTC -5 hours.

13. Electricity

The electrical currents in Ecuador 120 volts, 60 Hertz as shown below.



14. Currency



The currency in Ecuador is the US Dollar. With respect to coins, US coins as well as coins minted in Ecuador circulate and both have exactly the same value. Credit cards such as Master Card, Visa, American Express, Diners Club and Discover are widely accepted.

15. Disclaimer

The CBD Secretariat, SWEDBIO, NORAD and IUCN disclaim all responsibility for medical, accident and travel insurances, for compensation for death or disability compensation, for loss of or damage to personal property and for any other losses that may be incurred during travel time or the period of participation. In this context, it is strongly recommended that participants will secure international medical, accident and travel insurances for the period of participation prior to departure.

Annex A - List of suggested Restaurants close to the venue (Hotel Quito)

“Isabel La Católica” Street (one block south from Hotel Quito)

- Segundo Muelle (Peruvian cuisine) – 3 blocks south from the Hotel (Av. Isabel la Católica N24-883 y Gangotena)
- NOE (Japanese/sushi) - 3 blocks south from the Hotel (Isabel la Católica N24-6274 y Coruña)
- PIM’s (international) - 6 blocks south from the Hotel (Isabel la Católica 915 y Luis Cordero)
- Lo Nuestro (Ecuadorian/sea food) – 7 blocks south from the Hotel (Isabel La Católica 535 y Luis Cordero)
- Happy Panda (Chinese cuisine) - 7 blocks south from the Hotel (Isabel la Católica 94-464 y Luis Cordero)
- Pobre Diablo (Ecuadorian/International) – 8 blocks south from the Hotel (Isabel La Católica E12-06 y Galavis)

“González Suárez Avenue” area (in front of Hotel Quito)

- Barlovento (Ecuadorian cuisine) – in front of Hotel Quito. (Av. 12 de Octubre y Orellana)
- Hunters (International/fast food) – in front of Hotel (12 de Octubre 2517)
- Los Choris (Argentinean/fast food) –one block north from the Hotel (Gonzales Suarez N27-189)
- Casolette (Italian/International) – 3 blocks north from the Hotel (González Suárez 432)
