



Convention on Biological Diversity

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ENGLISH ONLY

REGIONAL WORKSHOP FOR PACIFIC REGION ON UPDATING NATIONAL BIODIVERSITY STRATEGIES AND ACTION PLANS

Rotorua, New Zealand, 6 – 9 August 2012

Information Note for Participants

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1. Opening and registration

The Regional Workshop for Pacific region on Updating National Biodiversity Strategies and Action Plans will be held in Rotorua, New Zealand from 6 to 9 August 2012.

The workshop will start at 9:00 a.m. on Monday, 6 August, and registration will take place at the venue of the meeting at 8:00 a.m. the same day.

2. Venue

The workshop will be held at:

Novotel Rotorua Lakeside

Lake End

Tutanekai Street

P.O. Box 348

Rotorua, New Zealand

Tel.: + 64 (0)7 3463 888

Fax: + 64 (0)7 3471 888

E mail: H1874-re01@accor.com

Website: <http://novotelrotorua.co.nz/>

3. Working language of the workshop

The workshop will be held in English.

4. Documents

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 during the meeting. Documents are available on the Secretariat's web site at:



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

5. General information on access to Rotorua, New Zealand



Rotorua is serviced by the Rotorua International Airport with most flights connecting from the city of Auckland. The distance from the airport to the city centre is approximately 8 kms. Taxis are available at the airport and the cost of the transportation to town is about US \$22 and takes about 15-20 minutes. There is also a shuttle service available at a cost of US \$20 per passenger. More information on the Super Shuttle is available at the following link: www.supershuttle.co.nz

6. Visa information



A list of visa waiver countries is available on the Immigration New Zealand web site www.immigration.govt.nz (front right hand side of page). Participants from these countries do not need to apply for a visa before they travel to New Zealand but they still need to provide evidence of funds to support their stay in New Zealand and an outward bound ticket.

Citizens of Australia and Australian residents (with a current resident return visa) do not require a visa to enter New Zealand.

People travelling on a United Nations (UN) laissez-passer who are seeking a visitor visa current for not more than three months do not need to apply for a visa before they travel to New Zealand.

Pacific countries will likely require a visa as they are not visa waiver countries. It is recommended that intending participants apply for visas four weeks in advance. The sooner an application is lodged the greater the ease of processing. For sponsored participants, New Zealand will provide a letter of invitation which will include a paragraph to the effect that the nominated person is sponsored by the Secretariat to attend the workshop and the Secretariat will cover their travel and per diem costs at standard UN rates. This will constitute evidence of the ability of the applicant to support him or herself while in New Zealand.

Application Forms and Documents

Participants requiring a visa should apply for a Visitor visa to attend the Workshop. The application form is available from the web site: www.immigration.govt.nz. Details of where to send the application and associated fees are also available on the web site. Early application for the visa is highly recommended.

8. Hotel information

A prepaid block booking has been made on behalf of all sponsored participants to the workshop. Non-sponsored participants are requested to make their own accommodation booking directly with the hotel. The details are as follows:

Novotel Rotorua Lakeside
Lake End
Tutanekai Street
P.O. Box 348
Rotorua, New Zealand
Tel.: + 64 (0)7 3463 888
Fax: + 64 (0)7 3471 888
E mail: H1874-re01@accor.com
Website: <http://novotelrotorua.co.nz/>

Further information on accommodation and on New Zealand can found at the following link: <http://www.newzealand.com/int/>

9. Payment of the Daily Subsistence Allowance (DSA)

Sponsored participants will receive the relevant portion of their DSA on the first day of the meeting.

10. Official languages in New Zealand

The official languages in New Zealand are: English, Maori and New Zealand Sign Language.

11. Weather and time zone information



In August, temperatures in Rotorua usually range between a maximum of +13°C in the daytime and a minimum of +4°C. August is a rainy period of the year (from June to September). Please bring appropriate clothing. Current weather conditions in the area can be found at: <http://www.worldweather.org/046/c01559.htm>

The time zone for New Zealand is GMT/UTC + 12 hours.

12. Electricity

The electrical current in New Zealand is 230 Volts, 50 Hertz the plugs are as shown in the illustration below.



13. Currency



The currency used in New Zealand is the New Zealand Dollar (NZD). The current exchange rate as at 19 July 2010 is US \$1.00 = NZD \$1.24 and € 1 = NZD \$1.53.

14. Disclaimer

The CBD Secretariat disclaims all responsibilities 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.
