

**Convention on  
Biological Diversity**

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ENGLISH ONLY

AD HOC TECHNICAL EXPERT GROUP ON  
DIGITAL SEQUENCE INFORMATION ON  
GENETIC RESOURCES  
Montreal, Canada, 17-20 March 2020

**INFORMATION NOTE FOR PARTICIPANTS**

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## 1. Opening and registration

The Ad Hoc Technical Expert Group on Digital Sequence Information on Genetic Resources will be held in Montreal, Canada, from Tuesday, 17 March, to Friday, 20 March 2020.

The meeting will start at 9:30 a.m. on Tuesday, 17 March and registration will take place at the venue of the meeting at 9:00 a.m. the same day.

## 2. Venue

The meeting will be held at:

### **The Secretariat of the Convention on Biological Diversity**

8<sup>th</sup> Floor Conference Room (Suite 800)

413 St-Jacques Street West

Montréal, Québec

Canada, H2Y 1N9

Tel: +1-514-288-2220

Fax: +1-514-288-6588

Metro station Square-Victoria, line no. 2 (Orange)

Please note that access to 8th floor is via the reception desk is on the **6th floor (Suite 620)**.

## 3. Working language

The meeting will be held in English.

## 4. Documents

In order to minimize the environmental footprint of the meeting and in line with the UN policy towards greener meetings, participants are kindly reminded to bring their own copies of the meeting documents, or to use paperless versions, as there will be no extra copies made available on site during the meeting. Documents are available on the following web page:



<https://www.cbd.int/meetings/DSI-AHTEG-2020-01>

## 5. General information on access to Montreal



Montreal is serviced by Montreal-Trudeau International Airport (15 km from downtown). Taxis and a bus (No. 747) are available at the airport. The information on rates is as follows.

<b>Bus:</b>	<b>One way trip</b>
Montreal-Trudeau Airport/Downtown (several locations) STM Express bus No. 747 (runs 24 hrs a day)	CAD \$10 (Fares can be purchased from the automated dispensers at the international arrivals level. The \$10 fare can also be paid in cash <b>with exact change in coins only</b> on board the bus and is valid for bus and metro for 24 hours. More information: <a href="http://www.stm.info/en/info/networks/bus/shuttle/more-about-747-aeroport-p-e-trudeau-centre-ville-shuttle">http://www.stm.info/en/info/networks/bus/shuttle/more-about-747-aeroport-p-e-trudeau-centre-ville-shuttle</a> )
<b>Taxis:</b> Montreal-Trudeau to Downtown	CAD \$41 Fixed rate

## 6. Visa information



Participants from countries listed in **annex A** below require a visa which requires biometrics (photo and fingerprints) for entry into Canada and are strongly advised to contact the nearest Canadian diplomatic or consular mission **as soon as possible** in order to secure the required entry visa in a timely manner, prior to departure. **Please note that airline companies will not allow boarding in the absence of a valid visa.**

Information on visa procedures, including a list of relevant Canadian diplomatic/consular missions abroad, is available on the web site of Immigration and Citizenship Canada at: <http://www.cic.gc.ca/english/information/offices/apply-where.asp>.

### **Electronic Travel Authorization (eTA) from visa exempt countries**

Travellers from visa-exempt countries must obtain an Electronic Travel Authorization (eTA) to fly to or transit through Canada. If you have a valid eTA, you will not be required to provide biometrics. Travelers are required to have an eTA before they can board a flight to Canada. Exceptions include U.S. citizens and travelers with a valid Canadian visa. Canadian citizens, including dual citizens, and Canadian permanent residents cannot apply for an eTA.

Applying for the eTA is an online process which takes only a few minutes to complete. The eTA will be valid for 5 years or upon expiry of your passport. There is a fee of CAN \$7.00 for the electronic travel authorization (eTA).

The eTA link is as follows: <http://www.cic.gc.ca/english/visit/visas.asp>

## **Countries requiring Visa and Biometrics**

All countries requiring a visa must also provide biometrics are listed in annex A below, information on Biometrics can be found at the following link: <http://www.cic.gc.ca/english/visit/biometrics.asp>.

On-line visa application:

**Anyone can apply online for a visa to enter Canada.** However, you are required to provide biometrics and still need to present yourself at a Visa Application Centre to provide this information. An application will not go forward without the biometric information. The CIC will send you a biometric instruction letter by email through your MyCIC account when they receive your application. Read and print this letter and bring it, along with your passport or other travel document, to a visa application centre (VAC) to give your biometrics. Find your closest VAC.

**Important:** Please continuously check your MyCIC visa application account for any incoming e-mails, queries, requests for more information, and responses from the visa office.

**Please submit your visa application as early as possible to allow sufficient time to process your request. You can verify approximate visa processing times for your country at the following link:**

<https://www.canada.ca/en/immigration-refugees-citizenship/services/application/check-processing-times.html>

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

### **7. Hotel information**

Participants are kindly reminded that **they must make their own hotel reservations, and that they should do so as soon as possible.**

Below is the link to ICAOs list of hotels located in the vicinity of the CBD Secretariat, ICAO or close to a Metro (subway) station. Please note that the CBD hotel listing for 2020 will be available shortly.

<http://www.icao.int/Meetings/Pages/List-Of-Hotels.aspx>

Further information on hotels in Montreal is available at the following web site:

<http://www.tourisme-montreal.org/Accommodations>



### **8. Payment of the Daily Subsistence Allowance (DSA)**

The DSA will be disbursed to sponsored participants on the first day of the workshop in the form of a prepaid credit card. For identification purposes, these participants are kindly requested to bring their passports and boarding passes. These will be photocopied and returned to participants during the workshop. It is advisable that participants have some cash at hand to

cover expenses that may occur between their arrival and the moment at which they are provided with the prepaid credit card from which they will access their DSA.

## 9. Official languages

There are two official languages in Canada: English and French. French is the official language of Quebec, however English is widely spoken in Montreal.

## 10. Weather and time zone information



In March average temperatures in Montreal usually range between a maximum of +1°C in the daytime and a minimum of -10°C at night. Please wear warm winter clothing such as winter coat, boots, hat, scarf, and gloves for cold and snowy conditions. Current weather conditions in the area can be found at: <http://worldweather.wmo.int/en/city.html?cityId=634>.

The standard time zone in Montreal is Eastern Standard Time and is equivalent to GMT/UTC -4 hours.

## 11. Electricity

The electrical currents are 120 volts, 60 Hertz and the plugs used are shown below.



## 12. Currency



The currency in Canada is the Canadian Dollar (CAD \$). The current exchange rate as at 28 January 2020 is US \$1 = CAD \$1.32 and € 1 = CAD \$1.45 (rates are subject to change, source: [www.xe.com](http://www.xe.com)).

## 13. 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, accident and travel insurance for the period of participation prior to departure.

## Annex A – Country Listing

### COUNTRIES AND TERRITORIES WHOSE CITIZENS REQUIRE **VISAS AND BIOMETRICS** IN ORDER TO ENTER CANADA AS VISITORS (AS LISTED ON THE WEB SITE OF IMMIGRATION AND CITIZENSHIP CANADA)

Citizens of the following countries and territories require a visa and give biometrics (photo and fingerprints) to **visit** or **transit** Canada:

<b>A</b>	<b>E (cont'd)</b>	<b>M</b>	<b>S (Cont'd)</b>
Afghanistan	Eritrea	Madagascar	Sao Tomé e Príncipe
Albania	Eswatini	Malawi	Saudi Arabia
Algeria	Ethiopia	Malaysia	Senegal
Angola		Maldives	Serbia
Antigua and Barbuda	<b>F</b>	Mali	Seychelles
Argentina	Fiji	Marshall Islands	Sierra Leone
Armenia		Mauritania	Somalia
Azerbaijan	<b>G</b>	Mauritius	South Africa
	Gabon	Micronesia, Fed. States of	South Sudan
<b>B</b>	Gambia, The	Moldova	Sri Lanka
Bahrain	Georgia	Mongolia	Sudan
Bangladesh	Ghana	Montenegro	Suriname
Belarus	Grenada	Morocco	Syrian Arab Republic
Belize	Guatemala	Mozambique	
Benin	Guinea	Myanmar	<b>T</b>
Bhutan	Guinea-Bissau		Tajikistan
Bolivia	Guyana	<b>N</b>	Tanzania, United Republic of
Bosnia and Herzegovina		Namibia	Thailand
Botswana	<b>H</b>	Nauru	Togo
Brazil	Haiti	Nepal	Tonga
Burkina Faso	Honduras	Nicaragua	Trinidad and Tobago
Burundi		Niger	Tunisia
	<b>I</b>	Nigeria	Turkey
<b>C</b>	India	North Macedonia	Turkmenistan
Cabo Verde	Indonesia	<b>O</b>	Tuvalu
Cambodia	Iran, Islamic Republic of	Oman	
Cameroon	Iraq		<b>U</b>
Central African Republic	Israel		Uganda
Chad		<b>P</b>	Ukraine
China	<b>J</b>	Pakistan	Uruguay
Colombia	Jamaica	Palau	Uzbekistan
Comoros	Jordan	Palestinian Authority	
Congo, Democratic Republic of the	<b>K</b>	Panama	<b>V</b>
Congo, Republic of the	Kazakhstan	Paraguay	Vanuatu
Costa Rica	Kenya	Peru	Venezuela
Cote d'Ivoire	Kiribati	Philippines	Viet Nam
Cuba	Korea, Democratic People's Republic of	<b>Q</b>	
	Kuwait	Qatar	<b>Y</b>
<b>D</b>	Kyrgyzstan		Yemen
Djibouti		<b>R</b>	
Dominica	<b>L</b>	Romania	<b>Z</b>
Dominican Republic	Lao, People's Democratic Republic of	Russian Federation	Zambia
	Lebanon	Rwanda	Zimbabwe
<b>E</b>	Lesotho		
East Timor	Liberia	<b>S</b>	
Ecuador	Libya	Saint Kitts and Nevis	
Egypt		Saint Lucia	
El Salvador		Saint Vincent and the Grenadines	
Equatorial Guinea			

