

Convention on Biological Diversity

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**Workshop on the operationalization of the technical
and scientific cooperation support centres**
Montreal, Canada, 13-15 January 2026

INFORMATION NOTE FOR PARTICIPANTS



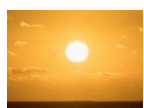
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1. Opening and Registration

The Workshop on the operationalization of the technical and scientific cooperation support centres will be held in Montreal, Canada from Tuesday, 13 January to Thursday, 15 January 2026. The meeting will start at 9:30 a.m. on Tuesday, 13 January 2026 and registration will take place at the venue of the meeting beginning at 8:45 a.m.

2. Venue

The meeting will be held at:

The Secretariat of the Convention on Biological Diversity

8th Floor JWH 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 the 8th floor is restricted. CBD staff will assist with accessing the 8th floor at key times. However, in case of need, kindly announce your presence to our receptionist on the 6th floor (Suite 620), and they will arrange for your access to the 8th floor.

3. Working language of the meeting

The meeting will be held in English.

4. Documents



Documents will be made available at: <https://www.cbd.int/meetings/TSC-WS-2026-01>.

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 approximate as follows (please note that fare changes may occur in early 2026):

Bus:	One way trip
Montreal-Trudeau Airport/Downtown (several locations) STM Express bus No. 747 (runs 24 hrs a day)	CAD \$11.25 (Fares can be purchased from one of the automated dispensers at the international arrivals level and online. The \$11.25 fare can also be paid in cash with exact change in coins only on board the bus and is valid for bus and metro for 24 hours. More information: https://www.stm.info/en/info/networks/bus/shuttle/747-yul-montreal-trudeau-airport-downtown-shuttle Customers can use the Chrono or Transit mobile apps and a credit card to purchase one or more digital fares to and from Montréal-Trudeau airport. Customers must then activate the fare and show it to the driver for visual validation when boarding the 747 within 120 minutes of activating the fare.
Taxis: Montreal-Trudeau to Downtown	Fixed rates: CAD \$49.45 for arrivals from 5AM to 11PM and CAD \$56.70 for arrivals from 11PM to 5AM More information: https://www.admtl.com/en/access/taxis-limousines

6. Visa information



Participants from countries listed in the **annex** 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 for entry into Canada, including online visa application can be found on the website of Immigration, Refugees and Citizenship Canada at: <http://www.cic.gc.ca/english/visit/visas.asp>.

Information on the list of relevant Canadian diplomatic/consular missions abroad can be found at the following link: <http://www.cic.gc.ca/english/information/offices/apply-where.asp>.

Electronic Travel Authorization (eTA) from visa exempt countries

Travelers 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 is 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 the annex 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>.

7. Hotel information



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

The listing of hotels with preferential rates located in the vicinity of the CBD Secretariat and ICAO or close to a Metro (subway) station can be found at the following link:

<http://www.icao.int/Meetings/Pages/List-Of-Hotels.aspx> (rates are approximate).

Please note that rates listed are 2025 rates and will be updated at a later stage. Rates are subject to blackout dates where the preferential rates cannot be applied.

Further information on hotels in Montreal is available on the web site of Tourisme Montreal at the following link: <https://www.mtl.org/en/Accommodations>.

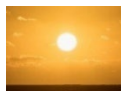
8. Payment of the Daily Subsistence Allowance (DSA)

The DSA will be disbursed on the first day of the meeting. Funded participants are kindly requested to bring their passports and boarding passes on the first day of the meeting. These will be copied and returned to participants during the course of the day. 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 may access DSA funds.

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

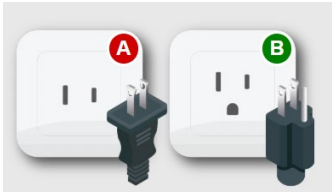


In January the average temperatures in Montreal range between -4°C in the daytime and -15°C at night. Please bring appropriate outer wear for winter conditions, boots, gloves, hat, scarf and warm winter coat. The current weather conditions may be found at: <https://worldweather.wmo.int/en/city.html?cityId=634>.

The standard time zone at the time of the meeting will be EST (Eastern Standard Time) which is GMT/UTC - 5 hours.

11. Electricity

The electrical currents are 120 Volts, 60 Hertz, plug types A and B are shown below.



12. Currency



The currency in Canada is the Canadian Dollar (CAD \$). The current exchange rate as of 26 November 2025 is USD \$1 = CAD \$1.40 and €1 = CAD \$1.63 (source: www.xe.com, rates are subject to change).

Currency exchange facilities and ATMs are readily available in banks and hotels.

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 – Country list for visas

Countries and Territories Whose Citizens Require Visas and Biometrics in Order to Enter Canada as Visitors (as listed on the website of Immigration, Refugees and Citizenship Canada)

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

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

