



# Convention on Biological Diversity

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ENGLISH

## AFRICAN REGIONAL TRAINING WORKSHOP ON NATIONAL ARRANGEMENTS ON TRADITIONAL KNOWLEDGE FOR ACHIEVING AICHI BIODIVERSITY TARGET 18 AND CONTRIBUTING TO AICHI BIODIVERSITY TARGET 16 OF THE STRATEGIC PLAN FOR BIODIVERSITY 2011-2020

Marrakesh, Morocco, 8 - 12 October 2018

### Information Note for Participants

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## 1. Opening and registration

The African Regional Training Workshop on National Arrangements on Traditional Knowledge for Achieving Aichi Biodiversity Target 18 and Contributing to Aichi Biodiversity Target 16 of the Strategic Plan for Biodiversity 2011-2020, will be held in Marrakesh, Morocco from 8 - 12 October 2018.

The Training Session of the workshop will start at 9:30 a.m. on Monday, 8 October 2018, and registration will take place at the workshop venue at 9:00 a.m. the same day.

## 2. Venue

The workshop will be held at:

### **Hotel Pullman Marrakech Palmeraie Resort and Spa**

Address: KM6 Route de Fes, Marrakesh 40060

Tel.: +212 (0)525-071000

Web site: <http://www.pullmanhotels.com>

## 3. Working language

The workshop will be held in English and French.

## 4. Documents

Workshop documents will be available on the Secretariat's website at:

<https://www.cbd.int/tk/cb/training/africa.shtml> and <https://www.cbd.int/meetings/005815>

In order to minimize the environmental footprint of the workshop and in line with the UN policy towards greener meetings, participants are kindly reminded to bring their own electronic or paper copies of the meeting documents as there will be no extra copies made available on site during the workshop.

## 5. General information on access to Marrakesh, Morocco.



Marrakesh is serviced by the **Marrakesh Menara International Airport**.

### **Airport Transfer from Marrakesh, Morocco to Hotel**

The UNDP Morocco team will provide transport facilities all the participants from the Marrakesh Airport to the Hotel Pullman Marrakech. When you arrive, outside the Arrivals gate, you will find a person holding a signboard with “CBD-UNDP. He will assist you with your transport to the Hotel.

If case of emergency please call the Focal Point of UNDP Morocco:

### **Youness Moujane**

*UNV Procurement/Administrative Assistant*

*Tel: +212663085098*

*E-mail: [youness.moujane@undp.org](mailto:youness.moujane@undp.org)*

## 6. Visa information



Participants requiring an entry visa to Morocco are strongly advised to contact the nearest Morocco 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.

General information on visa procedures is available on the website of the Ministry of Foreign Affairs of Morocco at: [http://www.consulat.ma/fr/prestation.cfm?gr\\_id=6](http://www.consulat.ma/fr/prestation.cfm?gr_id=6). Also, a listing of relevant Morocco diplomatic/consular missions abroad can be found at the following link: <https://www.diplomatie.ma/en/marocrepresentationetranger/tabid/2967/language/en-US/Default.aspx>. Kindly consult directly with the Embassy/Consulate in your country/region for the most up-to-date information on visa requirements.

Should the visa application request the name of a local contact person, please include the following:

**Mr. Mostafa Madbouhi**

CBD National Focal Point for Morocco

Chef de la Division de la Diversité Biologique

Direction du Changement Climatique, de la

Diversité Biologique et de l'Economie Verte

Secrétariat d'Etat Chargé du Développement Durable Maroc

Tél. (Bureau): +212 5 37 57 06 02

Tél. (GSM): +212 6 73 08 08 93

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

## 7. Hotel information



A block booking has been made at the Hotel Pullman Marrakech, on behalf of all funded participants according to your flight arrangements. The accommodation includes a single room, breakfast and the meeting package (lunch and coffee breaks). Any additional hotel services, such as international calls, room service, bar, laundry, local transportation or additional meals, must be paid by participants upon check-out.

**Self-funded participants** may avail themselves of the block booking by contacting the Hotel directly:

Mr. Mohamed El Mahdi Tahri

Sales and Event Manager

**Hotel Pullman Marrakech Palmeraie Resort and Spa**

KM6 Route de Fes, Marrakesh 40060

Tel.: +212 (0)525-071000

Web site: <http://www.pullmanhotels.com>

Additional information regarding hotels in Marrakech and other general information are available on this website: <https://www.visitmorocco.com/fr/voyage/marrakech>

## 8. Field trip

Below please find information on the clothing for the training and the field trip.

### **Recommended clothing and accessories-Field training:**

- Wear casual and comfortable clothes for the days of the workshop.
- Bring appropriate clothes and shoes for a field trip, a hat, a light raincoat may be necessary, as well as insect repellent and sunscreen.

## 9. Payment of the daily subsistence allowance (DSA)

The relevant portion of the DSA will be paid to funded participants on the first day of the workshop. Funded participants are asked to present their passports and copy of their boarding passes, which will be photocopied and returned to them.

## 10. Official languages

There are two official languages of Morocco are Arabic and Amazigh (Berber). French is also widely spoken in the country.

## 11. Weather and time zone information



In October, temperatures in Marrakesh usually range between a minimum of 15°C and a maximum of 28°C in the daytime and a minimum of 14°C at night. Current weather conditions in the area can be found at: <http://worldweather.wmo.int/en/city.html?cityId=180> and <http://www.marocmeteo.ma/>

The standard time zone is UTC/GMT +1 hour.

## 12. Electricity

The electrical currents are 220 Volts, 50 Hertz as shown below.



## 13. Currency



The currency in Morocco is the Dirham (MAD). The current exchange rate as of 27 July 2018 is US \$1 = 9.465 MAD and € 1 = 11.03 (rates are subject to change, source: [www.xe.com](http://www.xe.com)).

#### **14. 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 that prior to departure, participants secure international medical, accident and travel insurances for the period of participation.

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