





# Convention on Biological Diversity

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**ENGLISH ONLY** 

## TWELFTH MEETING OF THE LIAISON GROUP ON CAPACITY-BUILDING FOR BIOSAFETY Montreal, Canada, 5-7 September 2018

#### INFORMATION NOTE FOR PARTICIPANTS

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## 1. Opening and registration

The Twelfth meeting of the Liaison Group on Capacity-Building for Biosafety will be held in Montreal, Canada, from Wednesday, 5 September, to Friday, 7 September 2018.

The meeting will start at 9:00 a.m. on Wednesday, 5 September, and registration will take place at the venue of the meeting at 8:30 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 the 8th floor is via the reception desk 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/CP-CB-LG-12





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.

Bus:	One way trip
Montreal-Trudeau Airport/Downtown	CAD \$10
(several locations) STM Express bus	(Fares can be purchased from the automated
No. 747 (runs 24 hrs a day)	dispensers at the international arrivals level.
	The \$10 fare can also be paid in cash with exact
	<b>change in coins only</b> on board the bus and is valid for
	bus and metro for 24 hours.
	More information:
	http://www.stm.info/en/info/networks/bus/shuttle/mor
	<u>e-about-747-aeroport-p-e-trudeau-centre-ville-shuttle</u> )
Taxis:	CAD \$40 Fixed rate
Montreal-Trudeau to Downtown	

#### **6.** Visa information



Participants from countries listed in **annex A** below require an entry visa for 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: <a href="http://www.cic.gc.ca/english/information/offices/apply-where.asp">http://www.cic.gc.ca/english/information/offices/apply-where.asp</a>.

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

As of 31 July 2018, all of Europe, the Middle East, and Africa are required to give Biometrics (fingerprints and photos) in order to enter Canada. As of 31 December 2018, Asia, Asia and the Pacific and the Americas will also require Biometrics.

<u>Travellers from visa-exempt countries must obtain an Electronic Travel Authorization (eTA) to fly to or transit through Canada</u>. 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: <a href="http://www.cic.gc.ca/english/visit/visas.asp">http://www.cic.gc.ca/english/visit/visas.asp</a>

#### **Countries requiring Visa and Biometrics**

Countries requiring visa and biometrics are listed in annex A below; those not requiring biometrics are shown with an asterisk. Information on Biometrics can be found at the following link: <a href="http://www.cic.gc.ca/english/visit/biometrics.asp">http://www.cic.gc.ca/english/visit/biometrics.asp</a>.

## 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 <u>Visa Application Centre</u> 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 <u>visa application centre (VAC)</u> to give your biometrics. <u>Find your closest VAC</u>.

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

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 an indicative list of hotels (**Annex B**) located in the vicinity of the CBD Secretariat or close to a Metro (subway) station. Note that hotels are offering special room rates. Please see the information provided in the annex.

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 meeting 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 meeting. 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 September average temperatures in Montreal usually range between a maximum of 20°C in the daytime and a minimum of +7°C at night. Please bring jacket for cold weather in the evenings. Current weather conditions in the area can be found at: <a href="http://worldweather.wmo.int/en/city.html?cityId=634">http://worldweather.wmo.int/en/city.html?cityId=634</a>.

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 21 August is US \$1 = CAD \$1.30 and \$1 = CAD \$1.50 (rates are subject to change, source: 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<sup>1</sup> IN ORDER TO ENTER CANADA AS VISITORS (AS LISTED ON THE WEB SITE OF CITIZENSHIP AND IMMIGRATION CANADA)

Citizens of the following countries and territories require a visa to visit or transit Canada (countries with an asterisk (\*) do not need to submit biometrics):

A	E (cont'd)	M	S (Cont'd)
Afghanistan	Equatorial Guinea	Madagascar	Saudi Arabia
Albania	Eritrea	Malawi	Senegal
Algeria	Eswatini	Malaysia*	Serbia
Angola	Ethiopia	Maldives*	Seychelles
Antigua and Barbuda*	2	Mali	Sierra Leone
Argentina*	$\mathbf{F}$	Marshall Islands	Somalia
Armenia	Fiji*	Mauritania	South Africa
Azerbaijan	·	Mauritius	South Sudan
1 12010 123 121	G	Micronesia, Fed. States of*	Sri Lanka
В	Gabon	Moldova	Sudan
Bahrain	Gambia, The	Mongolia*	Suriname*
Bangladesh	Georgia	Montenegro	Syrian Arab Republic*
Belarus	Ghana	Morocco	Syrian rado Republic
Belize*	Grenada*	Mozambique	T
Benin	Guatemala*	Myanmar	Tajikistan*
Bhutan*	Guinea	iviyaninai	Tanzania, United Republic
Bolivia*	Guinea-Bissau	N	of
Bosnia and Herzegovina	Guyana*	Namibia	Thailand
Botswana		Nauru*	The former Yugoslav
Brazil	Н	Nepal*	Republic of Macedonia
Burkina Faso	Haiti	Nicaragua*	Togo*
Burundi	Honduras*	Niger	Tonga*
	•	Nigeria	Trinidad and Tobago*
$\mathbf{C}$	I	11.841	Tunisia
Cabo Verde	India*	O	Turkey
Cambodia	Indonesia*	Oman	Turkmenistan
Cameroon	Iran, Islamic Republic of		Tuvalu*
Central African Republic	Iraq	P	10,010
Chad	Israel	Pakistan	U
China	J	Palau	Uganda
Colombia	Jamaica	Palestinian Authority	Ukraine
Comoros	Jordan	Panama	United Arab Emirates
Congo, Democratic	Jordan	Paraguay	Uruguay*
Republic of the	K	Peru	Uzbekistan
Congo, Republic of the	Kazakhstan	Philippines	
Costa Rica*	Kenya		V
Cote d'Ivoire	Kiribati*	Q	Vanuatu*
Cuba*	Korea, Democratic People's	Qatar	Venezuela*
	Republic of *	R	Viet Nam
D	Kuwait	Russian Federation	
Djibouti	Kyrgyzstan	Rwanda	Y
Dominica*	11,15,250011	Kwanda	Yemen*
Dominican Republic*	${f L}$	S	Z
_	Lao, People's Democratic	Saint Kitts and Nevis*	Zambia
E	Republic of	Saint Lucia*	Zambia Zimbabwe
East Timor	Lebanon	Saint Vincent and the	Zimuauwe
Ecuador	Lesotho	Grenadines*	
Egypt	Liberia	Sao Tomé e Principe	
El Salvador	Libya	2 2	

As of 31 July 2018, all countries in Europe, the Middle East and Africa require Biometrics for entry into Canada. The remaining countries will require Biometrics as of 31 December 2018. If you are visiting from Europe and have a valid eTA, then you are exempt from submitting Biometrics.

## **Annex B – Hotel Listing**

# LIST OF HOTELS WITH INDICATIVE ROOM RATES FOR 2018 IN CANADIAN DOLLARS PRICES DO NOT INCLUDE THE APPLICABLE TAXES: GST 5% + PST 9.975% and accommodation tax 3.5% RATES ARE INDICATIVE AND SUBJECT TO CHANGE

HOTELS	ROOM RATES IN CANADIAN DOLLARS (Rates on certain holidays / special events may not be available)		WALKING DISTANCE TO VENUE	REMARKS
1. Hotel InterContinental Montreal 360 St. Antoine Street West, Montreal, Quebec Tel.: +1-514-847-8525 America toll free: 1-877-660-8550 Fax: +1-514-847-8730 E-mail: yulhb-reservations@ihg.com Reservation link: InterContinental Montreal - ICAO/UNITED NATIONS HQ reservation Link Web site: www.montreal.intercontinental.com	Please request these <u>ICAO</u> rates at the time of booking.  Standard/Deluxe Room  Jan 1 - Apr 22: \$174.00  Apr 23- Oct 25: \$219.00  Oct 26 - Dec 31: \$174.00  Club Room  Jan 1 - Apr 22: \$224.00  Apr 23- Oct 25: \$269.00  Oct 26 - Dec 31: \$224.00  Many room types and rates and are available, check web link		5 minutes	Rates include:  • High speed internet
2. Hyatt Regency Montreal 1255 Jeanne-Mance Montreal, Quebec, H5B 1E5 Tel: +1-1514- 982-1234 Fax: +1-514-841-2069 Web site: www.montreal.hyatt.com Reservation link: http://montreal.hyatt.com/en/hotel/home.html?corp_id=78642	Please request these <u>ICAO</u> rates at the time of booking or group code #78642 for online bookings.  Jan – May \$164.00 June – Oct \$214.00 Nov – Dec \$165.00  Note: Rates are for standard single room only; other upgraded rooms types and suites are available for additional charges.		10 minutes	Rates include:  • High speed internet
3. Square Phillips (Hotel & Suites) 1193 Place Phillips Montreal, Quebec, H3B 3C9 Tel. +1-514-393-1193 Fax: +1-514-393-1192 E-mail: info@squarephillips.com Web site: www.squarephillips.com	Studio: Jan-Apr (D \$136.00-W \$127.00) May-Oct (D \$161.00-W \$146.00) Nov-Dec (D \$138.00-W \$129.00) Loft Suite (King): Jan-Apr (D \$164.00-W \$147.00) May-Oct (D \$185.00-W \$167.00)	W) rates available (single or double)  Loft Suite (Queen):  Jan-Apr (D \$148.00-W \$134.00)  May-Oct (D \$174.00-W \$157.00)  Nov-Dec (D \$150.00-W \$136.00)  One Bedroom Suite:  Jan-Apr (D \$171.00-W \$155.00)  May-Oct (D \$192.00-W \$174.00)  Nov-Dec (D \$174.00-W \$158.00)	15 minutes	Rates include:  Continenta 1 Buffet Breakfast Free High Speed internet Daily newspaper Local calls
4. Le Westin Montréal 270 St-Antoine West Montreal, Quebec Tel: +1-514-380-3333 Fax: +1-514-380-3332 E-mail: reservations@westinmontreal.com Web site: http://www.westinmontreal.com/	Please request/mention that these are ICAO rates in your correspondence at the time of booking.  1 Jan – 22 Apr: \$179.00 23 Apr – 8 Nov: \$225.00 9 Nov – 31 Dec: \$179.00 Note: Rates for standard room, other room types are available for additional charges.		5 minutes	Rates include:  • High speed internet
5. Hotel Le Dauphin 1025, De Bleury Montreal, Quebec Tel: +1-514-788-3888 Fax: + 1-514-788-3889 E-mail: mtl centre@hoteldauphin.ca Web site: www.hoteldauphin.ca	Please request/mention these <u>ICAO/CBD</u> rates in your correspondence at the time of booking.  Jan 1 - Apr 30: \$135.00  May 1 - Oct 31: \$145.00  Nov 1 - Dec 31: \$135.00  Note: Rates for standard room, \$10.00 extra for each additional person.		5 minutes	Rates include:  • Breakfast  • WIFI

HOTELS	ROOM RATES IN CANADIAN DOLLARS (Rates on certain holidays / special events are not available)		DISTANCE TO THE MEETING VENUE (Walking)	REMARKS
6. L'Appartement Hotel 455 Sherbrooke Street West Montreal, Quebec Tel.: +1-514-284-3634 Fax: +1-514-287-1431 E-mail: info@appartementhotel.com Web site: www.appartementhotel.com	Please request/mention these SCI booking. Daily (D) and weekly (V double occupancy)  Studio (Queen):  Jan – Apr (D\$114.00-W\$103.00)  May –Oct (D\$133.00-W\$114.00)  Nov – Dec (D\$116.00-W\$105.00)  Studio (2 double beds):  Jan – Apr (D\$123.00-W\$113.00)  May –Oct (D\$143.00-W\$124.00)  Nov – Dec (D\$125.00-W\$115.00)  Note: Monthly rates available for all redirectly for details.	One bedroom suite:  Jan – Apr (D\$134.00-W\$124.00)  May – Oct (D\$146.00-W\$131.00)  Nov – Dec (D\$136.00-W\$126.00)  Two bedroom suite:  Jan – Apr (D\$134.00-W\$124.00)  May – Oct (D\$144.00-W\$129.00)  Nov – Dec (D\$134.00-W\$129.00)	15 minutes	Rates include:  Continental Buffet Breakfast  High speed internet  Daily newspaper  Local calls
7. Travelodge Montreal Centre 50, René-Lévesque Blvd. West Montreal, Quebec Tel.: +1-514-874-9090 Fax: +1-514-874-0907 Meeting link (dedicated link for CBD meetings): https://www.wyndhamhotels.com/travelodge/montreal-quebec/hotel-travelodge-montreal-centre/overview?propId=TL09782&rate_code=LKCB Web site: http://www.travelodgemontrealcentre.com/	Please request CBD rates at the time of booking.  Jan – Apr: Standard single occupancy: \$89.00  May – Oct: Standard single occupancy \$119.00  Nov – Dec: Standard single occupancy \$89.00  (18.5% taxes are not included)  Promotional rate code: LKCB  Rates for corner rooms, triple and quadruple occupancy also available.  Please contact hotel directly for details.		10 minutes	Rates include:  Internet /WIFI  Continental buffet breakfast Single/Dou ble occupancy
8. L'HOTEL 262 St Jacques West Montreal, Quebec, H2Y 1N1 Tel.: +1-514-985-0019 Fax.: +1-514-985-0059 Web site: http://www.lhotelmontreal.com/	Please request "Convention on Biological Diversity" rates at the time of booking.  Single or double occupancy Jan 1 – Apr 30: Single:\$155.00; Double \$175.00 May 1 – Oct 31: Single:\$219.00; Double \$239.00 Nov 1 – Dec 31: Single:\$161.00; Double \$181.00 Note: Additional occupants \$40 per room per night. Some blackout dates apply, kindly check with hotel.		5 minutes	Rates include:  Breakfast  High speed internet
9. Le Nouvel Hotel 1740 Rene-Levesque West Montreal, Quebec, H3H 1R3 Tel: +1-514-931-8841 x 2600 US/Can toll free: 1-800-363-6063 Fax: +1-514-931-5581 Web site: http://www.lenouvelhotel.com/	Please request ICAO rate at the time of booking  Jan – Apr: 1 – 7 nights - Executive room or Condo*: \$126 and 8 + nights - Executive room or Condo*: \$122  May-Oct: 1 – 7 nights - Executive room or Condo*: \$144 and 8 + nights - Executive room or Condo*: \$133  Nov-Dec: 1 – 7 nights - Executive room or Condo*: \$126 and 8 + nights - Executive room or Condo*: \$133  Note: Rates are for single occupancy.		15 minutes	Rates include:  • American Breakfast  • WIFI
10. Holiday Inn Montréal Centre Ville 999 rue St-Urbain Montréal, Quebec H2Z 1K4 Tel: +514-878-4027 Fax: +514-878-6341 Reservations: +514-878-9888 US/Can toll free: 1-888-878-9888 Reservation link: https://www.holidayinn.com/redirect?path=hd&brandCode=HI&localeCode=en&hotelCode=YULCA&rateCode=IPUNS& PMID=99502056&corpNum=10 0319583&viewfullsite=true E-mail: reservations@hicvmtl.com Web site: www.holidayinndowntownmontreal.com	Please request UNITED NATIO  Jan – Apr: Prices range from: \$15  May-Oct: Prices range from: \$17  Nov – Dec: Prices range from: \$15	0.00-\$250.00 5.00-\$270.00	7 minutes	Rates include:  • American Buffet Breakfast  • High speed internet/W IFI