



Convention on Biological Diversity

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ENGLISH ONLY

INFORMAL ADVISORY COMMITTEE ON CAPACITY-BUILDING
FOR THE IMPLEMENTATION OF THE NAGOYA PROTOCOL
Montreal, Canada, 20-22 June 2023

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1. Opening and Registration

The Informal Advisory Committee on Capacity-building for the Implementation of the Nagoya Protocol will be held at the office of the Secretariat of the Convention on Biological Diversity in Montreal, Canada, from Tuesday, 20 June to Thursday, 22 June 2023.

Participant registration is open at 9:00 a.m. and the meeting will start at 9:30 a.m. on Tuesday, 20 June 2023.

2. Venue

The meeting will be held at:

The Secretariat of the Convention on Biological Diversity

8th 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)

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

The meeting will be held in English. Translation into other languages will not be available.

4. Meeting Documents

Documents are available at: <https://www.cbd.int/meetings/NP-CB-IAC-2023-01>

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 hard copies of meeting documents made available on site during the meeting. WIFI access will also be provided.

5. Precautionary Sanitary Measures

While COVID-19 restrictions have been lifted in Canada, as per January 2023 guidelines, the WHO continues to recommend the use of masks by the public in specific situations, irrespective of the local epidemiological situation, given the current spread of the COVID-19 globally. Masks are recommended following a recent exposure to COVID-19, when someone has or suspects they have COVID-19, when someone is at high-risk of severe COVID-19, and for anyone in a crowded,

enclosed, or poorly ventilated space. Participants are requested to bring their own masks. Hand sanitizer will be made available at the entrance of the meeting room.

6. 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.

Bus:	One way trip
Montreal-Trudeau Airport/Downtown (several locations) STM Express bus No. 747 (runs 24 hrs a day). Bus stop at airport is located a few metres from the exit at door 28.	CAD \$11 (Fares can be purchased from the automated dispensers at the international arrivals level. The \$11 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: http://www.stm.info/en/info/networks/bus/shuttle/more-about-747-aeroport-p-e-trudeau-centre-ville-shuttle)
Taxis: Montreal-Trudeau to Downtown	CAD \$48.40 fixed rate between 5AM and 11PM and CAD \$55.65 fixed rate between 11PM and 5AM

7. 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

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 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 and 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 documents, 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.

8. Health information

For all travelers, proof of COVID-19 vaccinations, pre-boarding testing, and using the ArriveCAN App are not required. However, using the ArriveCAN App customs and immigration feature may save time at the border/customs and carrying proof of vaccination is recommended in case of need.

Further details on COVID-19 recommendations for travel are available at: <https://travel.gc.ca/travel-covid>.

9. Hotel information

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

Below is the link to the ICAO list of hotels with preferred rates located in the vicinity of the CBD Secretariat, ICAO or close to a Metro (subway) station.

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

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>



10. Payment of the Daily Subsistence Allowance (DSA)

The relevant portion of DSA, taking also into account meals provided during the meeting, will be disbursed to funded participants on the first day of the meeting in the form of a prepaid credit card. **These funded participants are kindly requested to bring their passports and boarding passes on the first day of the meeting.** 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.

11. 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.

12. Weather and time zone information



In June, daily high temperatures in Montreal range between 10°C in the evenings and 23°C during the day. Please bring an umbrella as rain is frequent at this time of the year. Current weather conditions 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.

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13. Electricity

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



14. Currency



The currency in Canada is the Canadian Dollar (CAD \$). The current exchange rate as at 8 May 2023 is US \$1 = CAD \$1.34 and € 1 = CAD \$1.47 (rates are subject to change, source: www.xe.com). Currency exchanges are available at airport and in hotels.

15. 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 the meeting 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:

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

