



# Convention on Biological Diversity

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ENGLISH ONLY

INFORMAL ADVISORY COMMITTEE TO THE PILOT  
PHASE OF THE ACCESS AND BENEFIT-SHARING  
CLEARING-HOUSE  
Montreal, Canada, 2-4 October 2013

### INFORMATION NOTE FOR PARTICIPANTS

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## 1. Opening and registration

The Informal Advisory Committee to the pilot phase of the Access and Benefit-sharing Clearing-house will be held in Montreal, Canada from Wednesday, 2 October to Friday, 4 October 2013.

The meeting will start at 9:30 a.m. on Wednesday, 2 October 2013 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**

413 St-Jacques Street West, Suite 800

Montréal, Québec

Canada, H2Y 1N9

Tel: +1-514-288-2220

Fax: +1-514-288-6588

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

## 3. Working language

The meeting will be held in English.

## 4. Documents

Participants are kindly reminded to bring their own copies of the documents for the meeting as there will be no extra copies made available on site. Pre-session documents will be on the Secretariat's web site as they become available:



<http://www.cbd.int/doc/?meeting=ABS-IAC-CH-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) | CDN \$9<br>(Fares can be purchased from the automated dispensers at the international arrivals level.<br>The \$9 fare can also be paid in cash <b>with exact change in coins only</b> on board the bus.<br>More information:<br><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><br>Montreal-Trudeau /Downtown   | CDN \$40 Fixed rate   |

## 6. Visa requirements



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 Citizenship and Immigration Canada at: <http://www.cic.gc.ca/english/visit/visas.asp>.

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

## 7. Hotel information

Participants are kindly reminded that **they have to make their own hotel reservations 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. To benefit from the special room rates some hotels are offering please request the rates according to the listing 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 paid to funded participants on the first day of the meeting.

## 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 October, temperatures in Montreal usually range between a maximum of +12°C in the daytime and a minimum of +2°C at night. Please bring appropriate clothing. Current weather conditions in the area can be found at: <http://www.worldweather.org/056/c00634.htm>.

In October, Montreal is in daylight saving time, which is GMT/UTC -4 hours.

## 11. Electricity

The electrical currents are 120 volts, 60 Hertz as shown below.



## 12. Currency



The currency in Canada is the Canadian Dollar (CDN \$). The current exchange rate as at 16 July 2013 is US \$1 = CDN \$1.04 and € 1 = CDN \$1.36.

## 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 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:

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

## Annex B – Hotel Listing

### LIST OF HOTELS WITH INDICATIVE ROOM RATES FOR 2013 IN CANADIAN DOLLARS PRICES DO NOT INCLUDE THE APPLICABLE TAXES: GST 5% + QST 9.5%

**RATES ARE INDICATIVE AND SUBJECT TO CHANGE**

| A. FOUR STAR HOTELS   | Approximate room rates   | Distance to the meeting venue   | Remarks   |                 |   |
|---|--|---|---|-----------------|---|
| <b>1. Hotel Inter-Continental Montreal</b><br>360 St. Antoine Street West,<br>Montreal, Quebec<br>Tel.: +1-514-847-8525, option #3<br>America toll free: 1-800-361-3600<br>Fax: +1-514-847-8730<br>E-mail: <a href="mailto:montreal@interconti.com">montreal@interconti.com</a> ;<br><a href="mailto:yulhb-reservations@ihg.com">yulhb-reservations@ihg.com</a><br>Web site:<br><a href="http://www.ichotelsgroup.com/intercontinental/en/gb/reservations/dates-preferences/montreal">http://www.ichotelsgroup.com/intercontinental/en/gb/reservations/dates-preferences/montreal</a> | <b>Please request the <u>SCBD</u> or <u>ICAO</u> Rates at the time of booking.</b><br><br>Jan – Apr \$159.00 1 King Bed<br>May – Oct \$189.00 1 King Bed<br>Nov – Dec \$159.00 1 King Bed  | 2 minutes' walk   | Rates include:<br><ul style="list-style-type: none"> <li>• High speed internet</li> </ul>   |                 |   |
| <b>2. Hyatt Regency Montreal</b><br>1255 Jeanne-Mance<br>Montreal, Quebec, H5B 1E5<br>Tel: +1-514- 982-1234<br>Fax: +1-514-841-2069<br>Web site: <a href="http://www.montreal.hyatt.com">www.montreal.hyatt.com</a>   | <b>Please request the <u>ICAO</u> rates at the time of booking or group code #78642 for online bookings.</b><br><br>Jan – Apr \$150.00<br>May – Oct \$180.00<br>Nov – Dec \$150.00   | 15 minutes' walk  | Rates include:<br><ul style="list-style-type: none"> <li>• High speed internet</li> </ul>   |                 |   |
| <b>3. Delta Centre Ville</b><br>777 University Street<br>Montreal, Quebec<br>Tel.: +1-514-879-1370<br>Fax: +1-514-879-1761<br>Web link for reservations:<br><a href="https://www.deltahotels.com/Corp-landing-pages/ICAO">https://www.deltahotels.com/Corp-landing-pages/ICAO</a>   | <b>Please Request the <u>ICAO</u> rates at the time of booking.</b><br><br>Jan – Dec \$158.00 Single<br>Jan – Dec \$178.00 Double  | 5 minutes' walk   | Rates include:<br><ul style="list-style-type: none"> <li>• High speed internet</li> <li>• Breakfast</li> </ul>                        |                 |   |
| B. THREE STAR HOTELS  |  |   |   |                 |   |
| <b>4. Holiday Inn Select</b><br>99 Viger Street West<br>Montreal, Quebec<br>Tel.: +1-514-878-9888<br>Fax: +1-514-878-6341<br>E-mail: <a href="mailto:administration@yul-downtown.hiselect.com">administration@yul-downtown.hiselect.com</a><br>Web site: <a href="http://www.ichotelsgroup.com">www.ichotelsgroup.com</a>   | <b>Please request the <u>CBD/SCBD</u> or UN rates at the time of booking.</b><br><br>Jan – Apr: \$133.00<br>May – Oct: \$149.00<br>Nov – Dec: \$133.00   | 5 minutes' walk   | Rates include:<br><ul style="list-style-type: none"> <li>• High speed internet</li> </ul>   |                 |   |
| <b>5. Square Phillips (Hotel &amp; Suites)</b><br>1193 Place Phillips<br>Montreal, Quebec H3B 3C9<br>Tel. +1-514-393-1193<br>Fax: +1-514-393-1192<br>E-mail: <a href="mailto:info@squarephillips.com">info@squarephillips.com</a><br>Web site: <a href="http://www.squarephillips.com">www.squarephillips.com</a>   | <b>Please request <u>SCBD</u> rates at the time of booking. Daily (D) and weekly (W) rates available.</b><br><br><table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 2px;"> <b>Studio:</b><br/>                             Jan–Apr (D \$132.00-W \$123.00)<br/>                             May-Oct (D \$149.00-W \$133.00)<br/>                             Nov-Dec (D \$132.00-W \$123.00)                         </td> <td style="width: 50%; padding: 2px;"> <b>Junior Suite (Queen):</b><br/>                             Jan–Apr (D \$143.00-W \$130.00)<br/>                             May-Oct (D \$161.00-W \$144.00)<br/>                             Nov-Dec (D \$143.00-W \$130.00)                         </td> </tr> </table> (rates for Junior Suite (King), One bedroom and Two bedroom suites are also available, contact hotel directly) | <b>Studio:</b><br>Jan–Apr (D \$132.00-W \$123.00)<br>May-Oct (D \$149.00-W \$133.00)<br>Nov-Dec (D \$132.00-W \$123.00) | <b>Junior Suite (Queen):</b><br>Jan–Apr (D \$143.00-W \$130.00)<br>May-Oct (D \$161.00-W \$144.00)<br>Nov-Dec (D \$143.00-W \$130.00) | 9 minutes' walk | Rates include:<br><ul style="list-style-type: none"> <li>• Buffet Breakfast</li> <li>• Free internet</li> <li>• Daily newspaper</li> <li>• Local calls</li> </ul> |
| <b>Studio:</b><br>Jan–Apr (D \$132.00-W \$123.00)<br>May-Oct (D \$149.00-W \$133.00)<br>Nov-Dec (D \$132.00-W \$123.00)   | <b>Junior Suite (Queen):</b><br>Jan–Apr (D \$143.00-W \$130.00)<br>May-Oct (D \$161.00-W \$144.00)<br>Nov-Dec (D \$143.00-W \$130.00)  |   |   |                 |   |

| <b>C. THREE-STAR HOTELS (Continued)</b>  |  |  |   |                  |   |
|--|--|--|---|------------------|---|
| <b>6. Le Westin Montréal</b><br>270 St-Antoine West<br>Montreal, Quebec<br>Tel: +1-514-380-3333<br>Fax: +1-514-380-3332<br>E-mail: <a href="mailto:reservations@westinmontreal.com">reservations@westinmontreal.com</a><br>Web site: <a href="http://www.westinmontreal.com/">http://www.westinmontreal.com/</a>   | <b>Please request <u>ICAO</u> rates at the time of booking.</b><br><br>Jan – Apr: \$159.00<br>May – July: \$179.00<br>Aug – Oct: \$185.00<br>Nov – Dec: \$159.00   | 2 minutes’ walk  | Rates include:<br><ul style="list-style-type: none"> <li>• High speed internet</li> </ul>   |                  |   |
| <b>7. Best Western – Ville Marie</b><br>3407 Peel Street (corner of Peel and Sherbrooke Street)<br>Montreal, Quebec<br>Tel: +1-514-288-4141 or<br>Toll-free: +1-800-361-7791(Canada &U.S.A.)<br>Fax: +1-514-288-3021<br>Reservations: <a href="mailto:sam@hotelvillemarie.com">sam@hotelvillemarie.com</a><br>Web site: <a href="http://www.hotelvillemarie.com">www.hotelvillemarie.com</a> | <b>Please request <u>ICAO</u> rates at the time of booking.</b><br><br>Nov – Apr : \$109.00<br>May – Oct: \$135.00   | 20 minutes’ walk   | Rates include:<br><ul style="list-style-type: none"> <li>• High speed internet</li> </ul>   |                  |   |
| <b>8. Hotel Le Dauphin</b><br>1025, De Bleury<br>Montreal<br>Tel: +1-514-788-3888<br>Fax: + 1-514-788-3889<br>E-mail: <a href="mailto:mtl_centre@hoteldauphin.ca">mtl_centre@hoteldauphin.ca</a><br>Web site: <a href="http://www.hoteldauphin.ca">www.hoteldauphin.ca</a>   | <b>Please request <u>CBD</u> rates at the time of booking.</b><br><br>Single: \$131.00<br>Double: \$141.00<br>Triple: \$151.00<br>Quad: \$161.00<br>Junior Suite: \$165.00   | 2 minutes’ walk  | Rates include:<br><ul style="list-style-type: none"> <li>• Breakfast</li> <li>• Computer with High speed internet / Wifi</li> </ul> |                  |   |
| <b>9. L’Appartement Hotel</b><br>455 Sherbrooke Street West<br>Montreal, Quebec<br>Tel.: +1-514-284-3634<br>Fax: +1-514-287-1431<br>E-mail: <a href="mailto:info@appartementhotel.com">info@appartementhotel.com</a><br>Web site: <a href="http://www.appartementhotel.com">www.appartementhotel.com</a>   | <b>Please request <u>SCBD</u> rates at the time of booking. Daily (D) and weekly (W) rates available.</b><br><br><table border="1" data-bbox="589 1024 1235 1150"> <tr> <td data-bbox="589 1024 911 1150"> <b>Studio:</b><br/>           Jan – Apr (D\$112.00-W\$101.00)<br/>           May –Oct (D\$125.00-W\$108.00)<br/>           Nov – Dec (D\$112.00-W\$101.00)         </td> <td data-bbox="911 1024 1235 1150"> <b>1 bedroom suite:</b><br/>           Jan – Apr (D\$132.00-W\$103.00)<br/>           May –Oct (D\$139.00-W\$125.00)<br/>           Nov – Dec (D\$132.00-W\$122.00)         </td> </tr> </table> (rates for two bedroom suites are also available, contact hotel directly) | <b>Studio:</b><br>Jan – Apr (D\$112.00-W\$101.00)<br>May –Oct (D\$125.00-W\$108.00)<br>Nov – Dec (D\$112.00-W\$101.00) | <b>1 bedroom suite:</b><br>Jan – Apr (D\$132.00-W\$103.00)<br>May –Oct (D\$139.00-W\$125.00)<br>Nov – Dec (D\$132.00-W\$122.00)     | 15 minutes’ walk | Rates include:<br><ul style="list-style-type: none"> <li>• Buffet Breakfast</li> <li>• High speed internet</li> <li>• Daily newspaper</li> <li>• Local calls</li> </ul> |
| <b>Studio:</b><br>Jan – Apr (D\$112.00-W\$101.00)<br>May –Oct (D\$125.00-W\$108.00)<br>Nov – Dec (D\$112.00-W\$101.00)   | <b>1 bedroom suite:</b><br>Jan – Apr (D\$132.00-W\$103.00)<br>May –Oct (D\$139.00-W\$125.00)<br>Nov – Dec (D\$132.00-W\$122.00)  |  |   |                  |   |
| <b>10. Travelodge Montreal Centre</b><br>50, René-Lévesque Blvd. West<br>Montreal, Quebec<br>Tel.: +1-514-874-9090<br>Fax: +1-514-874-0907<br>E-mail: <a href="mailto:reserve@travelodgemontreal.ca">reserve@travelodgemontreal.ca</a><br>Web site: <a href="http://www.travelodgemontrealcentre.com/">http://www.travelodgemontrealcentre.com/</a>  | <b>Please request <u>CBD</u> rates at the time of booking.</b><br><br>Jan – Apr \$73.00<br>May – Oct \$93.00<br>Nov – Dec \$73.00  | 15 minutes’ walk   | Rates include:<br><ul style="list-style-type: none"> <li>• High speed internet</li> </ul>   |                  |   |
| <b>11. L’HOTEL</b><br>262 St Jacques West<br>Montreal, QC<br>H2Y 1N1<br>Tel.: +1-514-985-0019<br>Fax.: +1-514-985-0059<br>Web site: <a href="http://www.lhotelmontreal.com/">http://www.lhotelmontreal.com/</a>  | <b>Please request <u>CBD</u> rate at the time of booking.</b><br><br>Jan – Apr: \$115.00<br>May-Oct : \$135.00<br>Nov – Dec: \$115.00  | 2 minutes’ walk  | Rates include:<br><ul style="list-style-type: none"> <li>• Breakfast</li> <li>• High speed internet</li> </ul>                      |                  |   |

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