



Convention on Biological Diversity

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ENGLISH ONLY

**CAPACITY-BUILDING WORKSHOP FOR SMALL ISLAND
DEVELOPING STATES TO ACHIEVE AICHI BIODIVERSITY
TARGET 9 ON INVASIVE ALIEN SPECIES**
Montreal, Canada, 14–15 June 2014

INFORMATION NOTE FOR PARTICIPANTS

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1. Opening and registration

The Capacity-building workshop for Small Island Developing States to achieve Aichi Biodiversity Target 9 on Invasive Alien Species will be held in Montreal, Canada from Saturday, 14 June to Sunday, 15 June 2014.

The meeting will start at 10:30 a.m. on Saturday, 14 June 2014 and registration will take place at the venue of the meeting at 10:00 a.m. the same day.

2. Venue

The meeting will be held at:

The International Civil Aviation Organization (ICAO)

Room 6, 3rd Floor

999 University Street (corner of University and Viger streets)

Montreal, Quebec

H3C 5H7, Canada

Tel: +1-514-954-8219

Metro, line 2: Orange line – station: Square-Victoria

Access to the venue will be through ICAO's main entrance as listed above. Please note that temporary badges will be issued to participants of this workshop. Participants that will be attending the WGRI-5 and/or SBSTTA-18 will be able to obtain their regular meeting badges (with their priority passes) from 15 June anytime from 10:00 a.m. to 6:00 p.m.

For further information on registration for WGRI-5 and SBSTTA-18, kindly refer to the information note for participants under section 3 for pre-registration. The link is as follows:

<http://www.cbd.int/doc/meetings/wgri/wgri-05/other/wgri-05-info-note-en.pdf>

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 workshop as there will be no extra copies made available on site. Documents are available on the following web page:



<http://www.cbd.int/doc/?meeting=IASWS-2014-01>

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.

Bus:	One way trip
Montreal-Trudeau Airport/Downtown (several locations) STM Express bus No. 747 (runs 24 hrs a day)	CAD \$10 (Fares can be purchased from the automated dispensers at the international arrivals level. The \$10 fare can also be paid in cash with exact change in coins only on board the bus. More information: http://www.stm.info/en/info/networks/bus/shuttle/more-about-747-aeroport-p-e-trudeau-centre-ville-shuttle)
Taxis: Montreal-Trudeau /Downtown	CAD \$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 Canadian Citizenship and Immigration at: <http://www.cic.gc.ca/english/information/offices/apply-where.asp>.

Important note: As of September 2013 a number of countries (listed in annex A below) will require Biometrics (fingerprints and photos) in order to enter Canada on a visitor visa. Information can be found at the following link: <http://www.cic.gc.ca/english/visit/biometrics.asp>.

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 some 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. 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.

9. Weather and time zone information



In June average temperatures in Montreal usually range between a maximum of +24°C in the daytime and a minimum of +10°C at night. Current weather conditions in the area can be found at: <http://www.worldweather.org/056/c00634.htm>.

The standard time zone in Montreal is GMT/UTC -4 hours.

10. Electricity

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



11. Currency



The currency in Canada is the Canadian Dollar (CAD \$). The current exchange rate as at 26 May 2014 is US \$1 = CAD \$1.09 and € 1 = CAD \$1.48 (rates are subject to change).

12. 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:

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

*Countries requiring biometrics (fingerprint and photos).

Rate of exchange: US \$1 = CDN \$1.09
and €1 = CDN \$1.49

Annex B – Hotel Listing

LIST OF HOTELS WITH INDICATIVE ROOM RATES FOR 2014 IN CANADIAN DOLLARS

PRICES DO NOT INCLUDE THE APPLICABLE TAXES: GST 5% + QST 9.5%

RATES ARE INDICATIVE AND SUBJECT TO CHANGE

HOTELS	Approximate room rates		Distance to the meeting venue	Remarks
1. Hotel Inter-Continental Montreal 360 St. Antoine Street West, Montreal, Quebec Tel.: +1-514-847-8525, option #3 America toll free: 1-800-361-3600 Fax: +1-514-847-8730 E-mail: montreal@interconti.com ; yulhb-reservations@ihg.com Web site: http://www.ichotelsgroup.com/intercontinental/en/gb/reservations/dates-preferences/montreal	Please request the <u>SCBD</u> or <u>ICAO</u> Rates at the time of booking. Jan – Apr \$159.00 1 King Bed May – Oct \$189.00 1 King Bed Nov – Dec \$159.00 1 King Bed		10 minute walk	Rates include: <ul style="list-style-type: none">• High speed internet
2. Hyatt Regency Montreal 1255 Jeanne-Mance Montreal, Quebec,H5B 1E5 Tel: +1-514- 982-1234 Fax: +1-514-841-2069 Web site: www.montreal.hyatt.com	Please request the <u>ICAO</u> rates at the time of booking or group code #78642 for online bookings. Jan – Apr \$130.00 May – Oct \$145.00 Nov – Dec \$130.00		15 minutes' walk	Rates include: <ul style="list-style-type: none">• High speed internet• One \$10 taxi voucher per room per night
3. Holiday Inn Select 99 Viger Street West Montreal, Quebec Tel.: +1-514-878-9888 Fax: +1-514-878-6341 E-mail: administration@yul-downtown.hiselect.com Web site: www.ichotelsgroup.com	Please request the <u>CBD/SCBD</u> or UN rates at the time of booking. Jan – Apr: \$133.00 May – Oct: \$149.00 Nov – Dec: \$133.00		10 minutes' walk	Rates include: <ul style="list-style-type: none">• High speed internet
4. 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	Please request <u>SCBD</u> rates at the time of booking. Daily (D) and weekly (W) rates available.		10 minutes' walk	Rates include: <ul style="list-style-type: none">• Buffet Breakfast• Free internet• Daily newspaper• Local calls
	<u>Studio:</u> Jan–Apr (D \$132.00-W \$123.00) May-Oct (D \$151.00-W \$135.00) Nov-Dec (D \$132.00-W \$123.00)	<u>Junior Suite (Queen):</u> Jan–Apr (D \$143.00-W \$130.00) May-Oct (D \$163.00-W \$146.00) Nov-Dec (D \$143.00-W \$130.00)		
	(rates for Junior Suite (King), One bedroom and Two bedroom suites are also available, contact hotel directly)			
5. 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 <u>ICAO</u> rates at the time of booking. Jan – Apr: \$159.00 May – July: \$179.00 Aug – Oct: \$189.00 Nov – Dec: \$159.00		5 minutes' walk	Rates include: <ul style="list-style-type: none">• High speed internet

HOTELS	Approximate room rates	Distance to the meeting venue	Remarks						
6. Best Western – Ville Marie 3407 Peel Street (corner of Peel and Sherbrooke Street) Montreal, Quebec Tel: +1-514-288-4141 or Toll-free: +1-800-361-7791(Canada &U.S.A.) Fax: +1-514-288-3021 Reservations: sam@hotelvillemarie.com Web site: www.hotelvillemarie.com	Please request ICAO rates at the time of booking. Jan – Mar : \$105.00 Apr - May: \$125.00 June – Oct : \$144.00 Nov – Dec : \$105.00	20 minutes’ walk	Rates include: <ul style="list-style-type: none">• High speed internet						
7. Hotel Le Dauphin 1025, De Bleury Montreal Tel: +1-514-788-3888 Fax: + 1-514-788-3889 E-mail: mtl_centre@hoteldauphin.ca Web site: www.hoteldauphin.ca	Please request ICAO rates at the time of booking. Single: \$136.00 Double: \$146.00 Triple: \$156.00 Quad: \$166.00 Junior Suite: \$166.00 (single or double occupancy)	5 minutes’ walk	Rates include: <ul style="list-style-type: none">• Breakfast• WIFI access						
8. 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	<table><tr><td colspan="2">Please request SCBD rates at the time of booking. Daily (D) and weekly (W) rates available.</td></tr><tr><td>Studio: Jan – Apr (D\$112.00-W\$101.00) May –Oct (D\$125.00-W\$108.00) Nov – Dec (D\$112.00-W\$101.00)</td><td>1 bedroom suite: Jan – Apr (D\$132.00-W\$122.00) May –Oct (D\$139.00-W\$125.00) Nov – Dec (D\$132.00-W\$122.00)</td></tr><tr><td colspan="2">(rates for two bedroom suites are also available, contact hotel directly)</td></tr></table>	Please request SCBD rates at the time of booking. Daily (D) and weekly (W) rates available.		Studio: Jan – Apr (D\$112.00-W\$101.00) May –Oct (D\$125.00-W\$108.00) Nov – Dec (D\$112.00-W\$101.00)	1 bedroom suite: Jan – Apr (D\$132.00-W\$122.00) May –Oct (D\$139.00-W\$125.00) Nov – Dec (D\$132.00-W\$122.00)	(rates for two bedroom suites are also available, contact hotel directly)		15 minutes’ walk	Rates include: <ul style="list-style-type: none">• Buffet Breakfast• High speed internet• Daily newspaper• Local calls
Please request SCBD rates at the time of booking. Daily (D) and weekly (W) rates available.									
Studio: Jan – Apr (D\$112.00-W\$101.00) May –Oct (D\$125.00-W\$108.00) Nov – Dec (D\$112.00-W\$101.00)	1 bedroom suite: Jan – Apr (D\$132.00-W\$122.00) May –Oct (D\$139.00-W\$125.00) Nov – Dec (D\$132.00-W\$122.00)								
(rates for two bedroom suites are also available, contact hotel directly)									
C. THREE-STAR HOTELS									
9. Travelodge Montreal Centre 50, René-Lévesque Blvd. West Montreal, Quebec Tel.: +1-514-874-9090 Fax: +1-514-874-0907 E-mail: reserve@travelodgemontreal.ca Web site: http://www.travelodgemontrealcentre.com/	Please request CBD rates at the time of booking. May – Oct: Standard \$95.00; Suite: \$149.00 Nov – Dec : Standard \$75.00; Suite: \$119.00	10 minutes’ walk	Rates include: <ul style="list-style-type: none">• Internet /WIFI• Continental breakfast						
10. L’HOTEL 262 St Jacques West Montreal, QC H2Y 1N1 Tel.: +1-514-985-0019 Fax.: +1-514-985-0059 Web site: http://www.lhotelmontreal.com/	Please request CBD or ICAO rate at the time of booking. Jan – Apr: \$135.00 May-Oct : \$155.00 Nov – Dec: \$135.00	5 minutes’ walk	Rates include: <ul style="list-style-type: none">• Breakfast• High speed internet						
