



CAPACITY BUILDING FOR PILOT COUNTRIES ON THE IMPLEMENTATION OF SYNERGIES AMONG THE RIO CONVENTIONS

29 October - 2 November 2012

INFORMATION NOTE FOR PARTICIPANTS AS OF 23 OCTOBER 2012

This Information Note is provided for the guidance of the participants to the Meeting on Capacity building for pilot countries on the Implementation of Synergies among the Rio Conventions based on available information as of the date of the note. Updates will be issued as necessary.

MEETING VENUE

The Meeting on Capacity building for pilot countries on the Implementation of Synergies among the Rio Conventions will be held the 29 October – 2 November 2012 at the Crowne Plaza West Ha Noi Hotel, Viet Nam. Below are the contact details of the hotel.

Crowne Plaza West Ha Noi Hotel

36 Le Duc Tho Street, My Dinh Commune, Tu Liem District, Ha Noi, Viet Nam

Tel: +844-6270-6688

Web site: www.crowneplaza.com/westhanoi

The workshop will be held at Long Bien Meeting Room.

MEETING COORDINATORS

Institute of Strategy and Policy on Natural Resources and Environment (ISPONRE)

Ministry of Natural Resources and Environment

Ms. Nguyen Thi Ngoc Anh

Tel: +84-983962412

E-mail: ntnganh@yahoo.com

Secretariat of the Convention on Biological Diversity

Ms. Jaime Webbe

E-mail: jaime.webbe.consultant@cbd.int

MEETING PARTICIPANTS

The Secretariat of the Convention on Biological Diversity has secured funding from the Government of Japan and the European Commission BEST Initiative to support the participation

of up to two (2) delegates from each pilot country. Other participants are welcome on a self-funded basis.

VISA

Citizens from the following countries do not require visas for Viet Nam: Cambodia, Denmark, Finland, Indonesia, Japan, Laos, Malaysia, Norway, Philippines, Russia, Singapore, South Korea, Sweden, Thailand.

For all others, visas assistance letters have been provided to funded participant to help facilitate the visa access process. If you are a non-funded participant requiring a visa assistance letter please contact Leah Mohammed (leah.mohammed@cbd.int).

For visa upon entry – one month, you should bring with you the followings to get visa at the airport in Viet Nam:

- The visa letter (will be e-mailed to you on Friday, 26 October)
- A copy of your passport
- 2 passport-sized photographs
- Visa fee

Note: Visa fee may vary according to Nationality of the applicant.

For more information, please go to the link <http://www.getvisavietnam.com/>.

ARRIVAL IN HANOI

Once you arrive at Noi Bai International Airport, you can easily and safely find an airport taxi once you clear customs and immigration. Once you leave the gate you will see dozens of taxis waiting for you. You can choose Noi Bai Taxi or Airport Taxi. **The price is 350,000 VND (around 17 USD).** Give the driver the hotel address, then relax and enjoy the scenery of Ha Noi suburb.

It takes about 30 to 45 mins to get to the hotel depending on traffic (35 km from airport). During the rush hours (5-7 PM), the traffic from the airport to down town is bad, it would take you an hour to go to center of the city.

It is recommended to change money to Viet Nam Dong (VND) at the airport for the taxi fares. There are some exchange money counters at the airport. Exchange rate of USD to Vietnam dong (VND) is quoted daily basis and is about VND 20,850.00 to USD1.00.

HOTEL ACCOMMODATION

Accommodations will be arranged for funded participants and covered by the Organizers.

The accommodation is inclusive of complimentary access to gym, ipod docking station with alarm clock, 2 bottles of mineral water per day, internet access in all guestrooms, one password per room and daily buffet breakfast in the hotel restaurant.

MEALS

Lunches

Daily lunch (from Monday to Friday) is provided by the Organizers.

Dinner

During the meeting, you could have dinners in the hotel or nearby restaurants, at your expense.

MEDICAL SERVICES

Should you require medical service, you may contact the Hotel or visit the following hospital in Hanoi:

Name: Ha Noi French Hospital

Address: No 1 Phuong Mai, Dong Da, Ha Noi

Phone: (84.4) 3577 1100

24 hours for emergency services.

ABOUT HANOI CITY

Transportation

Recommended taxi companies in the city are **Hanoi Taxi** (+84 4 38535353), **Mai Linh Taxi** (+84-4 38222666), **Taxi CP** (+84 4 38262626), **Taxi Thu Do** (+84 4 38333333)

The meter in a legitimate cab always starts at around VND 12,000 – 15,000 for a four or seven-passenger car. Always make sure the meter is on.

Weather

Please expect cool weather at this time. The temperature can be 17 – 28°C.

Recommended Restaurants

Quan an ngon

Cuisines: Vietnamese food

Add: 18 Phan Boi Chau, Hoan Kiem, Hanoi

Tel: 84439428162 | www.ngonhanoi.com.vn

La Badiane

Cuisines: International, Fusion, French, Vegetarian

Add: 10 Nam Ngu, Hanoi

Tel: 0439424509 | www.labadiane.hanoi.sitew.com

Koto

Add: 61 Pho Van Mieu, Hanoi

Tel: +84 4 747 0337

La Verticale

Cuisines: French

Add: 19, Ngo Van So Street, Hanoi

Tel: 04 3944 6317 | www.verticale-hanoi.com

Madame Hien

Cuisines: Vietnamese

Add: 15 Chan Cam, Hanoi, Vietnam

Tel: +84 4 3938 1588

Nang Tam Vegetarian Restaurant

Add: 79A Tran Hung Doa Street, Hanoi

Tel +84 4 942 4140

Kim Cuong Vegetarian Restaurant

Add: 19 Phan Bội Châu, quận Hoàn Kiếm, Hà Nội

More about Hanoi City

- From Wikipedia
<http://en.wikipedia.org/wiki/Hanoi>
- From Virtual Traveler
[http://www.virtualtourist.com/travel/Asia/Vietnam/Thu Do Ha Noi/Hanoi-1481679/TravelGuide-Hanoi.html](http://www.virtualtourist.com/travel/Asia/Vietnam/Thu+Do+Ha+Noi/Hanoi-1481679/TravelGuide-Hanoi.html)
- From Vietnam Tourism
http://www.vietnamtourism.com/e_pages/country/province.asp?uid=71

DEPARTURE

Delegates are requested to inform the Meeting Coordinator of any changes in their flight schedule.