



# Convention on Biological Diversity

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ENGLISH ONLY

AD HOC TECHNICAL EXPERT GROUP ON  
RISK ASSESSMENT AND RISK MANAGEMENT  
Fourth Meeting  
Montreal, Canada, 4 - 8 June 2012

### INFORMATION NOTE FOR PARTICIPANTS

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## 1. Opening and registration

The Fourth Meeting of the Ad Hoc Technical Expert Group on Risk Assessment and Risk Management will be held in Montreal from Monday, 4 June to Friday, 8 June 2012.

The meeting will start at 9:00 a.m. on Monday, 4 June 2012.

## 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: 514-288-2220

Fax: 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=BSRARM-04>

## 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 / Shuttles:**

Montreal-Trudeau Airport/Downtown  
(several locations) STM Express bus  
No. 747

### **One way trip**

CDN \$8  
(at the airport tickets are sold at the  
International Currency Exchange (ICE)  
counter on the international arrivals level)

### **Taxis:**

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 Canadian Citizenship and Immigration at: <http://www.cic.gc.ca/english/information/offices/index.asp#international>.

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 have to make their own hotel reservations as soon as possible.**

\*\* Please reserve rooms as early as possible as a large event will be taking place in Montreal at that time (Grand Prix of Canada from 8-10 June), and hotel rooms may be difficult to find and special rates may not apply for that period.

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 allowances (DSA)

The DSA will be paid to the sponsored participants starting 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 June temperatures in Montreal usually range between a maximum of +23°C in the daytime and a minimum of +11°C at night. Please bring appropriate clothing. Current weather conditions in the area can be found at: <http://www.worldweather.org/056/c00634.htm>.

The standard time zone will be GMT/UTC -4 hours.

## 11. Electricity

The electrical currents are 120 volts, 60 Hertz a (two-pin flat and vertical with a ground connection) as shown below.



## 12. Currency



The currency in Canada is the Canadian Dollar (CDN \$). The current exchange rate as at 20 March 2012 is US \$1 = CDN \$0.99 and € 1 = CDN \$1.31.

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

**Rate of exchange:** US \$1 = CDN \$0.99 and  
€1 = CDN \$1.29

## Annex B – Hotel Listing

### LIST OF HOTELS WITH INDICATIVE ROOM RATES IN CANADIAN DOLLARS

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

RATES ARE INDICATIVE AND SUBJECT TO CHANGE

A. FIVE STAR HOTELS	Approximate room rates	Distance to the meeting venue	Remarks
<b>1. Hotel Inter-Continental Montreal</b> 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: <a href="mailto:montreal@interconti.com">montreal@interconti.com</a> ; <a href="mailto:yulhb-reservations@ihg.com">yulhb-reservations@ihg.com</a> Web site: <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 or ICAO</u> Rates at the time of booking.</b>  Jan – Apr \$159.00 1 King Bed May – Oct \$189.00 1 King Bed Nov – Dec \$159.00 1 King Bed	1 minute walk	Rates include: <ul style="list-style-type: none"> <li>• High speed internet</li> </ul>
<b>2. Hyatt Regency Montreal</b> 1255 Jeanne-Mance, Montreal, Quebec, H5B 1E5 Tel: +1-514- 982-1234 Fax: +1-514-841-2069 Web site: <a href="http://www.montreal.hyatt.com">www.montreal.hyatt.com</a>	<b>Please request the <u>CBD/SCBD</u> rates at the time of booking or #78642 for online bookings.</b>  Jan – Apr \$145.00 May – Oct \$180.00 Nov – Dec \$145.00	15 minutes' walk	Rates include: <ul style="list-style-type: none"> <li>• High speed internet</li> </ul>
<b>B. FOUR-STAR HOTELS</b>			
<b>3. Delta Centre Ville</b> 777 University Street Montreal, Quebec Tel.: +1-514-879-1370 Fax: +1-514-879-1761 Web link for reservations: <a href="http://www.deltahotels.com/bg3">www.deltahotels.com/bg3</a>	<b>Please Request the <u>CBD or ICAO</u> rates at the time of booking.</b>  Jan – Dec \$155.00 Single Jan – Dec \$175.00 Double	5 minutes' walk	Rates include: <ul style="list-style-type: none"> <li>• High speed internet</li> <li>• Breakfast</li> </ul>
<b>4. Holiday Inn Select</b> 99 Viger Street West Montreal, Quebec Tel.: +1-514-878-9888 Fax: +1-514-878-6341 Web site: <a href="http://www.ichotelsgroup.com">www.ichotelsgroup.com</a>	<b>Please request the <u>CBD/SCBD or UN</u> rates at the time of booking.</b>  Jan - Apr \$125.00 May – Oct \$149.00 Nov – Dec \$125.00	5 minutes' walk	Rates include: <ul style="list-style-type: none"> <li>• High speed internet</li> </ul>
<b>5. Hôtel de la Montagne</b> 1430 de la Montagne Street Montreal, Quebec Tel.: +1-514-288-5656 Toll free in North America: + 1-800-361-6262 Fax: +1-514-288-9658 Web site: <a href="http://www.hoteldelamontagne.com">www.hoteldelamontagne.com</a>	<b>Please request <u>CBD or ICAO</u> rates at the time of booking.</b>  Jan - Dec \$155.00 1 King Bed Jan - Dec \$185.00 2 Queen Beds	15 minutes' walk	Rates include: <ul style="list-style-type: none"> <li>• High speed internet</li> </ul>
<b>6. Square Phillips (Hotel &amp; Suites)</b> 1193 Place Phillips Montreal, Quebec H3B 3C9 Tel. +1-514-393-1193 Fax: +1-514-393-1192 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> Studio: Jan–Apr (D \$130.00-W \$121.00) May-Oct (D \$149.00-W \$133.00) Nov-Dec (D \$132.00-W \$123.00) (rates for other rooms sizes are available, contact hotel directly)	9 minutes' walk	Rates include: <ul style="list-style-type: none"> <li>• Breakfast</li> <li>• Free internet</li> <li>• Local calls</li> </ul>

B. FOUR-STAR HOTELS (continued)	Approximate room rates	Distance to the meeting venue	Remarks
<b>7. Embassy Suites</b> 208 St-Antoine West Montreal, Quebec Tel: +1-514-288-8886 Fax: +1-514-288-8899 Web site: <a href="http://embassysuites1.hilton.com/en_US/es/hotel/YULD-NES-Embassy-Suites-Montreal-Quebec/index.do">http://embassysuites1.hilton.com/en_US/es/hotel/YULD-NES-Embassy-Suites-Montreal-Quebec/index.do</a>	<b>Please request ICAO rates at the time of booking. Rates are divided in two: under 2 weeks and over 2 weeks.</b>  Under 2 weeks, \$159.00 Over 2 Weeks, \$129.00	15 minutes' walk	Rates include: <ul style="list-style-type: none"> <li>• Breakfast</li> <li>• High speed internet</li> <li>• Two drinks daily</li> </ul>
<b>8. Le Westin Montréal</b> 270 St-Antoine West Montreal, Quebec Tel: +1-514-380-3333 Fax: +1-514-380-3332 Web site: <a href="http://www.westinmontreal.com/">http://www.westinmontreal.com/</a>	<b>Please request ICAO rates at the time of booking.</b>  Jan – Apr \$159.00 May – Oct \$179.00 Nov – Dec \$159.00	2 minutes' walk	Rates include: <ul style="list-style-type: none"> <li>• High speed internet</li> </ul>
<b>9. Best Western</b> 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: <a href="mailto:sam@hotelvillemarie.com">sam@hotelvillemarie.com</a> Web site: <a href="http://www.hotelvillemarie.com">www.hotelvillemarie.com</a>	<b>Please request ICAO rates at the time of booking.</b>  Nov – Apr \$109.00 May – Oct \$135.00	20 minutes' walk	Rates include: <ul style="list-style-type: none"> <li>• High speed internet</li> </ul>
<b>10. Hotel Le Dauphin</b> 1025, De Bleury Montreal Tel: +1-514-788-3888 Fax: + 1-514-788-3889 E-mail: <a href="mailto:mtl_centre@hoteldauphin.ca">mtl_centre@hoteldauphin.ca</a> Web site: <a href="http://www.hoteldauphin.ca">www.hoteldauphin.ca</a>	<b>Please request CBD rates at the time of booking.</b>  Nov – Apr \$115.00 May – Oct \$129.00	2 minutes' walk	Rates include: <ul style="list-style-type: none"> <li>• Breakfast</li> <li>• High speed internet</li> </ul>
<b>11. L'Appartement-in-Montréal</b> 455 Sherbrooke Street West Montreal, Quebec Tel.: +1-514-284-3634 Fax: +1-514-287-1431 Web site: <a href="http://www.appartementhotel.com">www.appartementhotel.com</a>	<b>Please request SCBD rates at the time of booking. Daily (D) and weekly (W) rates available.</b> 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) (rates for other rooms sizes are available, contact hotel directly)	15 minutes' walk	Rates include: <ul style="list-style-type: none"> <li>• Breakfast</li> <li>• High speed internet</li> <li>• Local calls</li> </ul>
<b>12. Hotel La Tour Centrale</b> 400 René-Lévesque Blvd. W. Montreal, Quebec Tel.: + 1-514-866-8861 Fax: + 1-514-866-7257 E-mail : <a href="mailto:sales@hotelcentreville.com">sales@hotelcentreville.com</a> Web site: <a href="http://www.hotelcentreville.com">www.hotelcentreville.com</a>	<b>Please request CBD rates at the time of booking.</b>  Apr -8 May: \$75.00 studio/\$85 suite 9 May-Oct: \$82.00 studio/\$92 suite	10 minutes' walk	Rates Include: <ul style="list-style-type: none"> <li>• High Speed Internet</li> </ul>

<b>C. THREE-STAR HOTELS</b>			
<p><b>13. Travelodge</b>            50, René-Lévesque Blvd. West            Montreal, Quebec            Tel.: +1-514-874-9090            Fax: +1-514-874-0907            E-mail: <a href="mailto:reserve@travellodgemontreal.ca">reserve@travellodgemontreal.ca</a>            Web site: <a href="http://www.travelodge.com">www.travelodge.com</a></p>	<p><b>Please request <u>CBD</u> rates at the time of booking.</b></p> <p>Jan – Apr \$73.00            May – Oct \$93.00            Nov – Dec \$73.00</p>	<p>15 minutes' walk</p>	<p>Rates include:</p> <ul style="list-style-type: none"> <li>• High speed internet</li> </ul>
<p><b>14. L'HOTEL</b>            262 St Jacques West            Montreal, QC            H2Y 1N1            Tel.: +1-514-985-0019            Fax.: +1-514-985-0059            Web site: <a href="http://www.lhotelmontreal.com/">http://www.lhotelmontreal.com/</a></p>	<p><b>Please request <u>CBD</u> rate at the time of booking.</b></p> <p>Jan – Apr \$115.00            May-Oct \$135.00            Nov – Dec \$115.00</p>	<p>2 minutes' walk</p>	<p>Rates include:</p> <ul style="list-style-type: none"> <li>• Breakfast</li> <li>• High speed internet</li> </ul>

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