



Convention on Biological Diversity

Distr.
GENERAL

29 April 2014

ORIGINAL: ENGLISH

REGIONAL WORKSHOP AFRICAN COUNTRIES ON
THE CLEARING-HOUSE MECHANISM
Buea, Cameroon, 5 to 9 May 2014

INFORMATION NOTE FOR PARTICIPANTS

1. VENUE

The regional workshop for African countries on the “Clearing-House Mechanism” will be held in Buea, Cameroon, from 5 to 9 May 2014. The workshop will take place in the conference rooms of the Buea Mountain Hotel located at the following address:

BUEA MOUNTAIN HOTEL

Buea

Tel.: 237 33.32.22.99 / 33.32.20.88

Fax : 237 33.32.26.56

Internet and fax facilities are available at the hotel. Further details are available at:

<http://mountainhotelcameroon.com/index.php>

The hotel has a swimming pool.

2. HOTEL BOOKING AND AIRPORT TRANSFERS

A block booking has been made on behalf of all **sponsored** participants at the Buea Mountain Hotel. Participants are not required to confirm their reservation with the hotel (reservations will be confirmed with the hotel by the Secretariat’s contact persons in Cameroon upon finalization of the participant’s flight itinerary).

Transportation to Buea from the airport will also be provided.

Non-sponsored participants may request that a hotel booking be made for them or may make their own hotel bookings. In the case of non-sponsored participants, payment of hotel accommodation is the responsibility of the participant.

3. CONTACT PERSONS

The contact person in Cameroon is the CHM NFP for Cameroon, Mr. Rigobert Ntep (rntep@yahoo.fr), Tel. +237 77 30 39 32

Airport Transfers/Logistics:

Upon arrival, after you collect your luggage and pass through customs look for the placard with the CHM logo :



There will be someone there to guide you to transportation to the hotel.

4. OPENING AND REGISTRATION

The opening of the workshop will be at 9h00 on Monday, 5 May 2014. Registration will begin at 08h30 on the same day.

5. WORKING LANGUAGE OF THE WORKSHOP

This workshop will be conducted in English.

6. DOCUMENTS

Documents for the workshop are available on the Secretariat's web site at: <http://www.cbd.int/doc/?meeting=CHM-WS-2014-01>

7. General information on access to Buea, Cameroon

Buea is serviced by Douala International Airport (DLA) (about 70 km from Buea) and the journey takes about 90 minutes.

7. VISAS

Persons entering Cameroon will need to have a valid passport and required visas. Participants who are not able to obtain visas beforehand should ensure that they have their letter of invitation to the workshop on hand and cash to pay for the visa (50 000 Francs CFA). Participants are also advised that they will need to pay an airport tax of 10 000 Francs when leaving Cameroon.

8. HEALTH REQUIREMENTS

An international certificate of vaccination for yellow fever is required upon arrival from all countries. Kindly include your yellow fever certificate as part of your travel documents.

Recommended vaccinations include Hepatitis A and B, typhoid, polio, meningococcal diseases and rabies. Participants are also advised to take antimalarial drugs (Chemoprophylaxis) and to use insect repellent sprays and creams.

9. PAYMENT OF DAILY SUBSISTENCE ALLOWANCE (DSA)

A relevant portion of the DSA will be paid to sponsored participants by the Secretariat on the first day of the workshop.

10. CURRENCY AND RATE OF EXCHANGE

The Central Africa CFA Franc (XAF) is the official currency of Cameroon.

A currency converter is available at: <http://www.mataf.net/en/currency-converter-222-2.htm>

Foreign currencies and traveller's cheques can be exchanged at banks, bureaux de change and airports, railway stations, ports and major hotels in Cameroon at the official exchange rates.

11. CREDIT CARDS

American Express, MasterCard and Visa are widely accepted in Cameroon, as are international traveller's cheques in Stirling Pounds, Euro, US Dollars.

12. OFFICIAL LANGUAGE

French and English are the official languages, although French is more commonly spoken and is the language of business.

13. TIME ZONE

GMT +1 hour (see <http://www.worldtimezone.com/>)

14. WEATHER CONDITIONS

The average temperatures range from a minimum of 23°C to a maximum of 35°C. The weather is generally warm. However, the workshop will take place during the rainy season. Therefore, it would be wise to bring a small umbrella.

A current report on the weather in Limbé is available at:

http://weather.weatherbug.com/Cameroon/Buea-weather.html?zcode=z6286&lang_id=en-GB

15. FIELD VISIT

A field visit is planned for Wednesday 7th of May, participants are strongly advised to bring appropriate clothing. Participants may also wish to include some long-sleeved shirts or blouses that provide greater protection against possible insect bites. Participants are recommended to use insect repellent sprays and creams.

16. VOLTAGE

The electrical current is 220 volts, 50Hz. Round two-pin attachment plugs are in use (view images at <http://www.kropla.com!/c.htm> and <http://www.kropla.com!/e.htm>).

17. DISCLAIMER

The CBD Secretariat disclaims all responsibility for medical, accident and travel insurance, for compensation for death or disability, 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 that participants secure, prior to departure, international travel and medical insurance for the period of travel and participation.
