



Convention on Biological Diversity

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ENGLISH ONLY

MEETING OF THE INFORMAL ADVISORY COMMITTEE
TO THE CLEARING-HOUSE MECHANISM
Montreal, Canada, 30-31 October 2015

INFORMATION NOTE FOR PARTICIPANTS

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1. Opening and registration

The Meeting of the Informal Advisory Committee to the Clearing-House Mechanism will be held in Montreal, Canada from Friday, 30 October to Saturday, 31 October 2015.

The first day of the meeting will be a joint meeting between the First meeting of the Informal Advisory Committee to the Access and Benefit-sharing Clearing-House and the CHM-IAC which will start at 9:30 a.m. on Friday, 30 October and registration will take place at the venue of the meeting at 9:00 a.m. the same day.

2. Venues

The joint meeting will be held at:

The Commission for Environmental Cooperation
393 St-Jacques Street West, Suite 200
Montréal, Québec
Canada, H2Y 1N9
(located in the same building as the CBD Secretariat)

On 31 October, the meeting will take place at:

The Secretariat of the Convention on Biological Diversity
413 St-Jacques Street West, Suite 620
Montréal, Québec
Canada, H2Y 1N9
Tel: +1-514-288-2220
Fax: +1-514-288-6588
Metro station Square-Victoria, line no. 2 (Orange)

Note that access to the meeting will be held in the conference room on the 6th floor.

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:



<https://www.cbd.int/doc/?meeting=CHMIAC-2015-01>

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 information



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. Payment of the Daily Subsistence Allowance (DSA)

The DSA will be paid to participants during the meeting. Participants will be informed of the details in due course.

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 average temperatures in Montreal usually range between a maximum of +12°C in the daytime and a minimum of -3°C at night. Please bring warm clothing. 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.

11. Electricity

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



12. Currency



The currency in Canada is the Canadian Dollar (CAD \$). The current exchange rate as at 12 August 2015 is US \$1 = CAD \$1.30 and € 1 = CAD \$1.45 (rates are subject to change).

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:

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

* Countries requiring biometrics (fingerprint and photos).

Annex B – Hotel Listing

LIST OF HOTELS WITH INDICATIVE ROOM RATES FOR 2015 IN CANADIAN DOLLARS

PRICES DO NOT INCLUDE THE APPLICABLE TAXES: GST 5% + PST 9.975% and accommodation tax 3.5%

RATES ARE INDICATIVE AND SUBJECT TO CHANGE

HOTELS	Approximate room rates		Distance to the meeting venue (walk)	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 Reservation link: Hotel Intercontinental Montreal - ICAO / UNITED NATIONS HEADQUARTERS 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. Apr. – 27 Oct \$195.00 1 King Bed Nov – Dec \$159.00 1 King Bed		1 minute	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 Reservation link : http://montreal.hyatt.com/en/hotel/home.html?corp_id=78642	Please request the <u>ICAO</u> rates at the time of booking or group code #78642 for online bookings. Jan – Apr \$149.00 May – Oct \$189.00 Nov – Dec \$149.00		5 minutes	Rates include: <ul style="list-style-type: none">High speed internet
3. 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	Rates include: <ul style="list-style-type: none">Buffet BreakfastFree internetDaily newspaperLocal calls
	<u>Studio:</u> Jan–Apr (D \$132.00-W \$123.00) May-Oct (D \$154.00-W \$138.00) Nov-Dec (D \$134.00-W \$125.00)	<u>Junior Suite (Queen):</u> Jan–Apr (D \$143.00-W \$130.00) May-Oct (D \$166.00-W \$149.00) Nov-Dec (D \$145.00-W \$132.00)		
	(rates for Junior Suite (King), One bedroom and Two bedroom suites are also available, contact hotel directly)			
4. 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: \$160.00 May – July: \$185.00 Aug – Oct: \$195.00 Nov – Dec: \$160.00		2 minutes	Rates include: <ul style="list-style-type: none">High speed internet

HOTELS	Approximate room rates		Distance to the meeting venue (walk)	Remarks
5. 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 <u>CBD</u> or <u>ICAO</u> rates at the time of booking. Single: \$138.00 Double: \$148.00 Triple: \$158.00 Quad: \$168.00 Junior Suite: \$168.00 (single or double occupancy)		2 minutes	Rates include: <ul style="list-style-type: none">• Breakfast• WIFI access
6. L'Appartement Hotel 455 Sherbrooke Street West Montreal, Quebec Tel.: +1-514-284-3634 Fax: +1-514-287-1431 E-mail: info@appartemethotel.com Web site: www.appartemethotel.com	Please request <u>SCBD</u> or <u>ICAO</u> rates at the time of booking. Daily (D) and weekly (W) rates available.		20 minutes	Rates include: <ul style="list-style-type: none">• Buffet Breakfast• High speed internet• Daily newspaper• Local calls
	Studio: Jan – Apr (D\$112.00-W\$101.00) May –Oct (D\$129.00-W\$110.00) Nov – Dec (D\$114.00-W\$103.00)	1 bedroom suite: Jan – Apr (D\$132.00-W\$122.00) May –Oct (D\$141.00-W\$127.00) Nov – Dec (D\$134.00-W\$124.00)		
	(rates for two bedroom suites, studio with double beds are also available, contact hotel directly)			
7. 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 <u>CBD</u> or <u>ICAO</u> rates at the time of booking. Jan – Apr: Standard \$79.00; Suite: \$119.00 May – Oct: Standard \$99.00; Suite: \$149.00 Nov – Dec: Standard \$79.00; Suite: \$119.00		10 minutes	Rates include: <ul style="list-style-type: none">• Internet /WIFI• Continental buffet breakfast
8. 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: Superior:\$149.00; Premier \$159.00; Executive: \$199 May-Oct : Superior:\$179.00; Premier \$189.00; Executive: \$229 Nov – Dec: Superior:\$159.00; Premier \$169.00; Executive: \$209 (Some blackout dates apply, kindly check with hotel)		2 minutes	Rates include: <ul style="list-style-type: none">• Breakfast• High speed internet
9. Le Nouvel Hotel 1740 Rene-Levesque West Montreal, Quebec H3H 1R3 Tel: +1-514.931.8841 x 2600 / 1.800.363.6063 Fax: +1-514-931-5581 http://www.lenouvelhotel.com/	Please request <u>CBD</u> or <u>ICAO</u> rate at the time of booking 1 – 7 nights - Executive room or Condo**: \$114 7 - 20 nights - Executive room or Condo**: \$107 20 nights and more: - Executive room or Condo**: \$97 Additional person: \$20 (** Condo: Large room with Kitchenette) Please note that some rates are not available during high season		15 minutes	Rates include: <ul style="list-style-type: none">• American Breakfast• WIFI
