

Convention on Biological Diversity

Distr.
GENERAL






15 March 2016

ENGLISH ONLY

REGIONAL WORKSHOP FOR CENTRAL AND
EASTERN EUROPE AND WESTERN ASIA
ON THE CLEARING-HOUSE MECHANISM
Belgrade, Serbia, 4-8 April 2016

INFORMATION NOTE FOR PARTICIPANTS

QUICK LINKS (Control + click on icons for web page)

 Visa Information (page 3)
 Documents (page Error! Bookmark not defined.)
 Hotel Information (page 3)
 Weather Information (page 4)
 Currency Information (page Error! Bookmark not defined.)

INFORMATION HIGHLIGHTS

1.	OPENING	2
2.	VENUE.....	2
4.	DOCUMENTS	2
5.	PORTABLE COMPUTER NEEDED	2
6.	GENERAL INFORMATION ON ACCESS TO BELGRADE, SERBIA.....	2
7.	VISA INFORMATION	3
8.	HOTEL INFORMATION	3
11.	WEATHER AND TIME ZONE INFORMATION	4
13.	CURRENCY	4

1. Opening

The Regional Workshop for Central and Eastern Europe and Western Asia on the Clearing-House Mechanism will be held in Belgrade, Serbia, from Monday, 4 April to Friday, 8 April 2016.

The workshop will start at 9:00 a.m. on Monday, 4 April and registration will take place from 8:30 a.m. at the venue.

2. Venue

The workshop will be held at:

Zira Hotel Belgrade

Address: Ruzveltova 35

11000 Belgrade, Serbia

Tel.: +381 11 331 48 00

Fax: +381 11 331 48 01

Web site: <http://www.zirahotels.com>

3. Working language of the workshop

The workshop will be held in English.

4. Documents

Pre-session documents will be available, in due course on the Secretariat's website at: <http://www.cbd.int/doc/?meeting=chmws-2016-02>. Participants are kindly reminded to bring their own copies of the pre-session documents for the meetings as there will be no extra copies made available on site during the workshops.

5. Portable computer needed

A portable computer with Wi-Fi is needed to fully benefit from the hands-on training session of this workshop. **Therefore, participants are kindly requested to bring their own portable computer.**

6. General information on access to Belgrade, Serbia



Belgrade is serviced by the Nikola Tesla International Airport which is about 14 km from the city centre. Taxis are available at the arrivals hall, the trip costs between RSD 1,400-1,800 (approx. US \$13 - US \$17) and the journey takes about 20 minutes. Some hotels offer shuttle service, kindly request when making your hotel reservation. The hotel offers a shuttle service at a cost of 1,800 RSD US \$16) from 6 a.m. to 10 p.m. and 2,300 RSD US \$21) from 10 p.m. to 6 a.m. (include with reservation request).

There are also busses available to and from the airport, the information is as follows:

• **Bus line A1, route:**

Direction A Slavija Square - Belgrade "Nikola Tesla" Airport

Direction B Belgrade "Nikola Tesla" Airport - Slavija Square

Route map and timetable can be found at: <http://www.beg.aero/en/strana/8811/bus>

Ticket price: 300 RSD (tickets can be obtained in the bus)

Approximate travel time: 30 minutes

• **Bus PTC “Belgrade” Line 72, route:**

Route Map and timetable can be found at: <http://www.beg.aero/en/strana/8811/bus>

Direction: Belgrade "Nikola Tesla" Airport - Zeleni venac

Direction: Zeleni venac - Belgrade "Nikola Tesla" Airport

Ticket price: 89 RSD (if bought in kiosk), 150 RSD (for a 90 min. ticket)

Approximate travel time: 30 - 40 minutes.

7. Visa information



Participants from certain countries require a visa for Serbia and are strongly advised to contact the nearest Serbian 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 airlines will not allow boarding without a valid visa.

Information on visa procedures, including a list of relevant Serbian diplomatic/consular missions abroad, is available on the web site of Ministry of Foreign Affairs of Serbia at: <http://www.mfa.gov.rs/en/consular-affairs/entry-serbia/visa-requirements>.

The visa application form: http://www.mfa.gov.rs/en/images/stories/pdf/visaform_lat.pdf

The link Embassies and consular missions abroad is as follows:

<http://www.mfa.gov.rs/en/embassies/serbian-diplomatic-missions/serbian-embassies>

To facilitate the issuance of visas, the Secretariat will issue, upon request, invitation letters to be attached to the visa applications.

8. Hotel information

Participants are kindly reminded that **they have to make their own hotel reservations as soon as possible**. Please mention that you are a delegate attending this workshop in order to take advantage of the special negotiated rates.

Zira Hotel Belgrade

Address: Ruzveltova 35

11000 Belgrade, Serbia

Tel.: +381 11 331 48 00

Fax: +381 11 331 48 01

E-mail: reservations@zirahotels.com

with a copy to Dobrila Puzic (dobrila@miross.rs)

Web site: <http://www.zirahotels.com>

The hotel rates are as follows:

€ 82 for a single room with breakfast

€ 87 for a single room with breakfast and dinner

Further information on hotels can be found on the website of the National Tourism Organization of Serbia at the following link: <http://www.serbia.com>

9. Payment of the Daily Subsistence Allowances (DSA)

Funded participants will receive their DSA during the workshop.

10. Official language in the Serbia

The official language in Serbia is Serbian. English is understood in some hotels and restaurants.

11. Weather and time zone information

In April, temperatures in Belgrade, Serbia range between a maximum of 17°C in the daytime and a minimum of 7°C at night. Current weather conditions can be found at: <http://worldweather.wmo.int/en/city.html?cityId=198>.

The standard time zone in Serbia is GMT/ UTC +1 hour.

12. Electricity

The electrical currents in Serbia are 230 Volts, 50 Hertz. The plugs are as shown in the illustrations below:



13. Currency



The currency in Serbia is the Serbian Dinar. The current exchange rate, as of 15 March 2016, is US \$1 = RSD 110.95 and € 1 = RSD 123.27 (rates are subject to change, source: www.xe.com).

14. Disclaimer

The CBD Secretariat disclaims all responsibilities for medical, accident and travel insurances, for compensation for death or disability compensation, for loss of or damage to personal property and for any other losses that may be incurred during travel time or the period of participation. In this context, it is strongly recommended that participants will secure international medical, accident and travel insurances for the period of participation prior to departure.
