



**UN BIODIVERSITY CONFERENCE
HIGH-LEVEL SEGMENT**
2-3 December 2016, Cancun, Quintana Roo, Mexico

INFORMATION NOTE FOR PARTICIPANTS

1. VENUE AND DATES

The high-level segment (ministerial) of the thirteenth meeting of the Conference of the Parties to the Convention on Biological Diversity (COP 13), will be held at the Moon Palace Convention Centre, Cancun, Quintana Roo, Mexico, on 2 and 3 December 2016, preceding the concurrent meetings of the COP 13, the eighth meeting of the Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol on Biosafety (COP-MOP 8) and the second meeting of the Conference of the Parties serving as the meeting of the Parties to the Nagoya Protocol on Access to Genetic Resources and the Fair and Equitable Sharing of Benefits Arising from their Utilization (COP-MOP 2). Collectively, the meetings are known as the “UN Biodiversity Conference, Cancun, Mexico 2016”.

Address:

The Moon Palace Golf and Spa Resort/Convention Centre

Carretera Cancún – Chetumal km 36.5

Riviera Maya 77500 C.P.

Cancún, Quintana, Roo, México

Tel: +52-998-881 6000

Fax: +52-998-881 6001

Website: www.moonpalacecancun.com

Website: cop13.mx

2. PROGRAMME

2.1. ORGANIZATION OF THE MEETING

The high-level segment is hosted by the Government of Mexico and organized with the Secretariat of the Convention on Biological Diversity.

The high-level segment will start on 2 December 2016 at 10:00 a.m. at the Moon Palace. The results of the HLS will be presented during the opening session of COP 13, COP-MOP 8 and COP-MOP 2 on 4 December 2016.

It will set the scene and provide the necessary political impetus to make progress on specific issues, and to discuss challenges and opportunities. In addition to the Ministers responsible for issues relating to



the CBD, the high-level segment will benefit from the participation of Ministers from other sectors such as agriculture, forestry, fisheries and tourism, as well as other guests.

As host of COP 13, Mexico has adopted as the central theme “Mainstreaming Biodiversity for Well-being”, with focus on plans, programmes, and sectorial and cross-sectorial policies, particularly in the sectors of agriculture, forestry, fisheries and tourism. The focus on mainstreaming aims to reduce, prevent and mitigate the negative impacts of the activities of these sectors on biodiversity and promote the positive ones so as to ensure that healthy and resilient ecosystems continue to provide essential services for human well-being and for the planet.

The outcomes expected are:

- A report to COP 13
- Adoption of the ministerial declaration

The discussions throughout the two days will take place in plenary sessions and in four roundtables (two parallel sessions per day) as follows: Friday 2 December: Agriculture and Tourism; Saturday 3 December: Forests and Fisheries. The interventions of Ministers or Heads of Delegations will be done as part of an interactive dialogue that will take place in the roundtable discussions. Each Minister or Head of Delegation will have the opportunity to participate in one roundtable discussion each day.

The roundtable dialogues are aimed at highlighting positive examples of the mainstreaming of biodiversity, as well as challenges and opportunities for each sector. Each intervention should be no longer than 3 – 4 minutes in length and informal interactions during the discussions are strongly encouraged rather than prepared statements. In order to assist in the preparation of interventions and to guide the discussions, short briefing notes for each sector are available on the high-level segment website¹.

In order to accommodate preferences as much as possible, Ministers and Heads of Delegations are requested to indicate which two sector roundtables they would like to attend for each day; in which of those two sessions they would like to prioritize an intervention; and indicate the nature or narrative of their intervention. The template to submit preferences is enclosed in notification 2016-130².

Ministers or Heads of Delegations who wish to deliver additional remarks in the form of a prepared speech or statement are invited to deliver these remarks in the press room that will be available during the high-level segment and throughout COP 13. Please see notification 2016-115³ for specific indications on how to reserve space for a press briefing. Prepared statements will also be posted on the high-level segment website⁴.

¹ <https://www.cbd.int/cop/preparation/cop13-hls/default.shtml>

² <https://www.cbd.int/doc/notifications/2016/ntf-2016-130-hls-panels-en.doc>

³ <https://www.cbd.int/doc/notifications/2016/ntf-2016-115-cop13-pressconference-en.pdf>

⁴ Ibid (1)



2.2. PROVISIONAL AGENDA

Please see Annex I.

3. REGISTRATION

The Government of Mexico has invited Ministers in charge of the Convention on Biological Diversity. Invitations have also been issued to a number of Ministers from relevant sectors, international organizations and non-governmental organizations.

Participation is by invitation only.

ON-SITE REGISTRATION AND COLLECTION OF HLS PINS

Information received by the Government of Mexico regarding confirmed attendance of representatives at HLS will be shared with the CBD Secretariat for purposes of pre-registration and issuance of badges for access to the venue.

A dedicated counter for the HLS in the registration tent will be operational from 1 December 2016 to 3 December 2016, from 8:00 a.m. to 6:00 p.m., for the collection/issuance of the meeting badges and HLS pins.

For ministers:

A welcome package, which will include the HLS pin, will be made available and may be collected by a member of their COP 13 delegation/authorized personnel at the HLS registration counter in the registration tent as of 1 December 2016. Badges for ministers will be issued in advance and will be provided with the package.

For heads of delegation and accompanying persons/representatives of United Nations agencies and all other invited organizations:

Meeting badge and HLS pin are required to be collected in person at the registration tent as of 1 December 2016.

Access to the HLS meeting rooms

In view of the large number of participants expected at the sessions of the HLS, access to the HLS meeting rooms will be restricted. Therefore, please ensure that you wear the HLS pin as well as a valid COP 13 badge to access the HLS meeting rooms.

Each minister or head of delegation will be entitled to the assistance of two supporting officials (1+2 format) in the meeting rooms.



4. PROCEDURES FOR MEDIA ACCREDITATION

The same procedures will apply as those for accreditation for COP 13, as stated in the Information Note for Participants for COP 13, which may be found at the following URL:

<https://www.cbd.int/doc/meetings/cop/cop-13/other/cop-13-info-note-en.pdf>

5. VISA PROCEDURES

Participants must complete all formalities to visit Mexico, and all foreign citizens should hold a valid passport. The Government of Mexico does not issue visas at any Mexican port of entry.

A foreign citizen holding a valid passport and having any of the following documents are EXEMPTED from visas to enter Mexico:

- (a) Valid multiple-entry visa from Canada, Japan, the United Kingdom of Great Britain and Northern Ireland, the United States of America, or any of the countries in the Schengen Area;
- (b) A document certifying permanent residence in Canada, Japan, the United Kingdom of Great Britain and Northern Ireland, the United States of America, any of the countries in the Schengen Area or member countries of the Pacific Alliance;
- (c) APEC Business Travel Card (ABTC) approved by Mexico.

To verify if you require a visa in your national passport to enter Mexico, please visit the following links:

- (a) Holders of a diplomatic, official or service passport:
<http://www.gob.mx/cms/uploads/attachment/file/47882/visasnoordinarios.pdf>
- (b) Holders of an ordinary passport:
<http://www.gob.mx/cms/uploads/attachment/file/8932/visasordinarios.pdf>

For assistance and confirmation of details and requirements for visa applications, please contact your nearest office of Mexican diplomatic representation to confirm details and requirements for visa application.

- (a) Mexican embassies:
<https://directorio.sre.gob.mx/index.php/embajadas-de-mexico-en-el-exterior>
- (b) Mexican consulates:
<https://directorio.sre.gob.mx/index.php/consulados-de-mexico-en-el-exterior>



6. ARRIVAL PROCEDURES

Upon arrival at the Cancun International Airport, participants will be formally greeted and assisted by the host. For the convenience of delegates, welcome desks will be organized to assist participants with arrivals and departures.

7. TRANSPORT

Dedicated transportation will be offered to ministers and dignitaries. Other participants can benefit from complimentary transportation connecting the Cancun airport, the meeting venue, and the designated hotels from 28 November to 18 December 2016. The schedule of services will be published in due course. To view the list of official hotels for the meetings, kindly refer below to item 8 on accommodation.

Ministers and dignitaries who will be using diplomatic cars offered by local diplomatic representations or private cars are kindly requested to obtain vehicle permits by sending information to:

Mr. Tonatiuh Luna Portillo: tonatiuh.luna@semarnat.gob.mx

With copy to:

Mr. Nader Ibrahim: nader.ibrahim@cbd.int

8. ACCOMMODATION

Accommodation for all ministers whose participation is funded by the Government of Mexico will be arranged at the Moon Palace Resort. There is no need to make hotel reservations for those whose financial support has been confirmed.

Participants, other than those funded by the host Government, are responsible for their own hotel reservations and accommodation arrangements.

Accommodation at the Moon Palace Hotel is highly recommended as all the events will take place in the buildings called “Arena” and “Universal Center” within the hotel complex. Please note that the Moon Palace is an all-inclusive resort, and, therefore, all food and beverages are included in the price of the room. The hotel is approximately a 15-minute drive from the Cancun airport.

Participants, other than those funded by the host Government, are free, however, to choose accommodation in any of the designated hotels for the Conference. For reservations procedures at the main venue, Moon Palace, or any other location, please visit: <https://www.reservaciones-cop13.com/en> or contact the official accommodation agency:

MundoMex

Telephones: +52-(55)-4746-2100

Av. Ejército Nacional 223, Lago Xochimilco, Col. Anáhuac Secc. 1
C.P. 11320, Ciudad de México.
Tel. (55) 5628 0601 al 05

mexicop13.bio



E-mail: hotelescop13@mundomex.com.mx

All accommodation rates include applicable taxes, service charges, Government levies and mandatory medical insurance.

Ministers and dignitaries opting for accommodation at hotels other than the Moon Palace are kindly requested to inform the HLS Secretariat by sending the relevant information to Mr. Tonatiuh Luna Portillo at: tonatiuh.luna@semarnat.gob.mx.

9. SECURITY

Security at the venue will be provided by the United Nations Department of Safety and Security (UNDSS) staff in collaboration with local security services.

Access to the venue will require X-ray checks for bags and belongings, and participants will be required to pass through metal detectors. Your understanding and cooperation will be highly appreciated.

The United Nations designated area remains a weapon-free area except for UN Security Officers and others authorized by UNDSS.

Any requests for armed security personnel must be submitted in advance to the UNDSS Event Security Coordinator, Mr. Prince Bruce at prince.bruce@unon.org.

As the Host Country and UNDSS have taken measures to ensure a safe environment for delegates and all persons attending the HLS, any requests for armed security personnel accessing the venue must also explain why firearms would be required within the United Nations designated area.

10. OTHER ISSUES

LANGUAGES

Simultaneous interpretation in the six official languages of the United Nations (Arabic, Chinese, English, French, Russian and Spanish) will be available throughout the meetings.

DRESS CODE

In order to reduce the need for air conditioning and thereby keep the use of energy and associated greenhouse gas emissions at a minimum, a “casual elegant” or “smart casual” dress code will be observed for all meetings.

COP13-COPMOP8-COPMOP2
CANCÚN, MÉXICO 2016

INTEGRANDO LA BIODIVERSIDAD PARA EL BIENESTAR
CONVENIO SOBRE LA DIVERSIDAD BIOLÓGICA



**Convention on
Biological Diversity**

INQUIRIES:

For further information and clarifications, please contact: Ms. Luz Maria Ortiz: luz.ortiz@semarnat.gob.mx.

October 19, 2016

Av. Ejército Nacional 223, Lago Xochimilco, Col. Anáhuac Secc. 1
C.P. 11320, Ciudad de México.
Tel. (55) 5628 0601 al 05

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ANNEX I

PROVISIONAL AGENDA

Thursday, 1 December

Arrival of participants

Friday, 2 December

Opening ceremony (10:00-11:00)

- Welcome remarks from:
 - H.E. Rafael Pacchiano, Minister of Environment and Natural Resources of Mexico
 - H.E. Cho Kyeung-kyu, Minister of Environment of the Republic of Korea (COP 12 Presidency) (tbc)
 - Mr. Erik Solheim, Executive Director, United Nations Environment Programme
 - Mr. Bráulio Ferreira de Souza Dias, Executive Secretary, Convention on Biological Diversity
 - Mr. Taleb D. Rifai, Secretary General, United Nations World Tourism Organization
 - Ms. María Helena Semedo, Deputy Director General, FAO
 - H.E. Claudia Ruiz Massieu, Minister of Foreign Affairs of Mexico

Initial plenary (11:10-13:00)

- The opening plenary will set the scene and will provide the context for the subsequent discussions. It will include remarks from:
 - Ms. Helen Clark, Administrator, United Nations Development Programme
 - Ms. Patricia Espinoza, Executive Secretary, United Nations Framework Convention on Climate Change
 - Ms. Monique Barbut, Executive Secretary, United Nations Convention to Combat Desertification (tbc)
 - Ms. Alicia Bárcena, Executive Secretary, Economic Commission for Latin America and the Caribbean (tbc)
 - Ms. Naoko Ishii, Chief Executive Officer, Global Environment Facility
- It will also include special interventions by the following representatives of different groups and stakeholders:
 - Mr. Jose Sarukhán, National Coordinator, CONABIO
 - Ms. Inger Andersen, Director General, IUCN
 - Mr. Park Won Soon, Mayor of Seoul, President of ICLEI (tbc)
 - Ms. Maria Eugenia Choque, Network of Indigenous Women for Biodiversity (tbc)



- Mr. Juan Pablo Castañón, President, Business Coordinating Council
- Mr. Christian Scharzer and Ms. Melina Sakiyama, Global Youth Biodiversity Network (tbc)
- Midori Prize presentation

Lunch (13:00-15:00)

Parallel sectorial discussion round tables (15:00-18:00)

Agriculture (Moderator: Mr. José Calzada, Minister of Agriculture of Mexico)

Tourism (Moderator: Mr. Enrique de la Madrid, Minister of Tourism of Mexico)

Reception (20:00)

Hosted by Minister Rafael Pacchiano for ministers, heads of delegation and other personalities

Saturday, 3 December

Parallel sectorial discussion round tables (10:00-13:00)

Fisheries and Aquaculture (Moderator: Mr. Mario Aguilar, Commissioner of Fisheries and Aquaculture of Mexico)

Forests (Moderator: Mr. Jorge Rescala, General Director of the National Forest Commission of Mexico)

Ministerial lunch (13:00-15:00)

Hosted by Minister Rafael Pacchiano

Group photo (15:00-15:30)

Closing plenary (15:30-18:00)

- Presentation of the reports from the round tables
- Adoption of the ministerial declaration
- Cancun Coalitions and Commitments for Enhanced Implementation: Recognition of achievements from Parties to enhance actions towards the achievement of the Aichi Biodiversity Targets
- Closing remarks



Sunday, 4 December

For ministers staying in Cancun and wishing to participate:

- A field visit to a protected area may be organized (morning)
- Official opening ceremony for the thirteenth meeting of COP 13, COP-MOP 8 and COP-MOP 2 (afternoon)
- Reception for all participants (evening)

Notes:

- Further details will be provided as appropriate.
- The above schedule is subject to changes.