



## Convention on Biological Diversity

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ENGLISH ONLY

REGIONAL WORKSHOP FOR LATIN AMERICA  
AND THE CARIBBEAN ON RESOURCE  
MOBILIZATION  
Brasilia, Brazil, 15-17 April 2014

### INFORMATION NOTE FOR PARTICIPANTS

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## 1. Opening and Registration

The Regional Workshop for Latin America and the Caribbean on Resource Mobilization will be held in Brasília, Brazil from Tuesday, 15 April to Thursday, 17 April 2014.

The meeting will start at 9:00 a.m. on Tuesday, 15 April 2014, and registration will take place at the venue of the meeting from 8:30 a.m. the same day.

## 2. Venue

The meeting will be held at:

**Palacio Itamaraty - Ministério das Relações Exteriores  
(Ministry of External Relations)**

**Meeting room: San Tiago Dantas**

Esplanada dos Ministérios - Bloco H, Brasília, Brazil

CEP 70170-090 - Brasília/DF

Telephone: +55 (61) 2028-2288 / +55 (61) 2030-8447

E-mail: [camila.oliveira@mma.gov.br](mailto:camila.oliveira@mma.gov.br); [carlos.fonseca@mma.gov.br](mailto:carlos.fonseca@mma.gov.br)

Web site: <http://www.mma.gov.br> (Portuguese)

A reception hosted by the Government of Brazil will take place on the evening of 15 April after the workshop, details will be provided on site.

## 3. Working language of the meeting

The meeting will be held in English and Spanish with interpretation.

## 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 during the meeting. Pre-session documents will be made available on the Secretariat's web site at:



<https://www.cbd.int/doc/?meeting=RMWS-2014-02>

## 5. General information on access to Brasilia, Brazil



Brasilia is serviced by the Brasilia International Airport – Presidente Juscelino Kubitschek (about 12 km from the city centre). Taxis are available at the airport. Please note that in Brasilia, taxi fares can only be paid in cash (local currency), credit cards are not accepted. The rate for the trip to the city centre is approximately R\$50 (Approx. US \$20) and the journey takes approximately 15 minutes.

Local transportation companies recommended within the city:

- Rádio Taxi Alvorada. Contact telephone number: +55 61 3321-3030.  
<http://www.radiotaxi33213030.com.br/>

- Rádio Taxi Shalom. Contact telephone number: +55 61 3321-8181.  
<http://www.radiotaxi33218181.com.br/>

## 6. Visa information



Participants from countries listed below **do not** require an entry visa for Brazil. Participants from all other countries are strongly advised to contact the nearest Brazilian diplomatic or consular mission **as soon as possible** in order to secure the required entry visa, including transit ones, in a timely manner, prior to departure. To facilitate the issuance of visas, the Secretariat will issue **upon request** invitation letters to be attached to the visa applications. The visa application process can be lengthy, so please allow sufficient time. Some airline companies will not allow boarding without a valid visa.

A list of relevant information on visa procedures and Brazilian diplomatic/consular missions abroad is available on the web site of the Ministry of External Relations as follows:

Visa procedures: <https://scedv.serpro.gov.br/frscedv/>  
Consular missions abroad: <http://www.itamaraty.gov.br/o-ministerio/o-brasil-no-exterior> (in Portuguese and listed by city)

### COUNTRIES AND TERRITORIES WHOSE CITIZENS **DO NOT** REQUIRE A VISA IN ORDER TO ENTER BRAZIL AS VISITORS

|                |                    |                    |                     |
|----------------|--------------------|--------------------|---------------------|
| <b>A</b>       | <b>G</b>           | <b>M</b>           | <b>S</b>            |
| Andorra        | Germany            | Macau              | San Marino          |
| Argentina      | Greece             | Malaysia           | Slovakia            |
| Austria        | Guatemala          | Malta              | Slovenia            |
|                | Guyana             | Monaco             | South Africa        |
| <b>B</b>       | <b>H</b>           | Morocco            | Spain               |
| Bahamas        | Holy See           |                    | Suriname            |
| Barbados       | Honduras           | <b>N</b>           | Sweden              |
| Belgium        | Hungary            | Namibia            | Switzerland         |
| Bolivia        |                    | Netherlands        |                     |
| Bulgaria       | <b>I</b>           | New Zealand        | <b>T</b>            |
|                | Iceland            | Norway             | Thailand            |
| <b>C</b>       | Ireland            | <b>P</b>           | Trinidad and Tobago |
| Chile          | Israel             | Panama             | Tunisia             |
| Colombia       | Italy              | Paraguay           | Turkey              |
| Costa Rica     |                    | Peru               |                     |
| Croatia        | <b>K</b>           | Philippines        | <b>U</b>            |
| Czech Republic | Korea, Republic of | Poland             | United Kingdom of   |
|                |                    | Portugal           | Great Britain and   |
| <b>D</b>       | <b>L</b>           |                    | Northern Ireland    |
| Denmark        | Liechtenstein      | <b>R</b>           | Uruguay             |
|                | Lithuania          | Romania            |                     |
| <b>E</b>       | Luxembourg         | Russian Federation | <b>V</b>            |
| Ecuador        |                    |                    | Venezuela           |
| El Salvador    |                    |                    |                     |
| <b>F</b>       |                    |                    |                     |
| Finland        |                    |                    |                     |
| France         |                    |                    |                     |

## 7. Health information

In accordance to the World Health Organization procedures, Brazil is listed both as a country with risk of yellow fever transmission and a country requiring yellow fever vaccination for travellers coming from countries with risk of yellow fever transmission.

Therefore, in accordance to the regulations of the Ministry of Health, **participants who reside in or who have recently visited any of the countries listed below** must possess an International Certificate of Vaccination or Revaccination against Yellow Fever, which will be required upon arrival in Brazil.

### **A**

Angola

### **B**

Benin  
Bolivia  
Burkina Faso  
Burundi

### **C**

Cameroon  
Central African  
Republic  
Chad  
Colombia  
Congo  
Cote d'Ivoire

### **D**

Democratic Republic  
of the Congo

### **E**

Ecuador  
Equatorial Guinea  
Ethiopia

### **G**

Gabon  
Gambia  
Ghana  
Guinea  
Guinea-Bissau  
Guyana

### **K**

Kenya

### **L**

Liberia

### **M**

Mali  
Mauritania

### **N**

Niger  
Nigeria

### **P**

Panama  
Peru

### **R**

Rwanda

### **S**

Sao Tome &  
Principe  
Senegal  
Sierra Leone  
Somalia  
Sudan  
Suriname

### **T**

Tanzania  
Togo  
Trinidad and Tobago

### **U**

Uganda

### **V**

Venezuela

The vaccination, valid for ten years, must have taken place at least 10 (ten) days prior to disembarkation in Brazil.

Malaria is present in most forested areas below 900m within the nine states (Acre, Amapá, Amazonas, Mato Grosso, Maranhão, Para, Rondonia, Roraima, and Tocantins), and also occurs on the periphery of some large cities (Belem, Boa Vista, Macapa, Manaus, Maraba, Porto Velho, and Santarem). There is no recorded transmission at Iguassu Falls.

For more information or your vaccination requirements for Brazil, please consult a medical professional with regard to the vaccination requirements for your travel.

## 8. Hotel information

A listing of recommended hotels in the vicinity of the meeting venue can be found in Annex A below. Participants are requested to make their hotel bookings as soon as possible as it is high season at this time of the year in Brasilia.

## 9. Payment of the daily subsistence allowance (DSA)

Sponsored participants will receive their DSA on the first day of the meeting.

## 10. Official language in Brazil

The official language in Brazil is Portuguese, however, many people understand Spanish. English is spoken in some hotels and restaurants.

## 11. Weather and time zone information



In April, temperatures in Brasilia range between a maximum of 27°C in the daytime and a minimum of 16°C at night. Brasilia is 1,158 metres above sea level. The rainy season is during the months of December through March. Please bring appropriate attire. Current weather conditions can be found at: <http://www.worldweather.org/136/c00290.htm>.

The standard time zone at the time of the meeting will be GMT/UTC - 3 hours. There is no daylight saving time at the moment. Time zone abbreviation: BRT – Brasília time.

## 12. Electricity

Brazil uses two voltages: 110-127 volts and 220-240 volts. In Brasília, the voltage is 220 volts, 60 Hertz. Participants using their own electrical appliances are advised to check the voltage before use.

In general, the plugs are a two-pin type as shown in the figure below. However, it is highly recommended that participants bring their own adapters, because different types of electrical sockets are used in Brazil.



## 13. Currency and rate of exchange



The Brazilian currency is the Real/Reais (R\$). The current exchange rate as at 18 March 2014 is US\$ 1 = R\$ 2.35 and € 1 = R\$ 3.26.

The Real is the only legal currency in Brazil and all payments for goods or services must be made in Reais or by credit card. Visa and MasterCard are widely accepted by establishments in Brazil. Other international cards, such as Diners Card and American Express, are also

accepted, although the number of establishments may be fewer. Cash and traveller checks can be exchanged in banks, travel agencies and most hotels.

#### **14. Disclaimer**

The Brazilian Government and the CBD Secretariat disclaim 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. Along these lines, it is strongly recommended that participants make the proper arrangements for international medical/travel insurance with coverage for the entire period of their stay in Brazil prior to departure.

## Annex A – Hotel Listing

### LIST OF HOTELS WITH INDICATIVE ROOM RATES IN US DOLLARS PRICES DO NOT INCLUDE APPLICABLE TAXES

RATES ARE INDICATIVE, VARY BETWEEN WEEKENDS AND WEEKDAYS, AND SUBJECT TO CHANGE  
WITHOUT NOTICE

| Hotels                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Room Rates                                                                                                                       | Remarks                                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| <b>Bristol Hotel – Brasília</b><br><br>SHS Quadra 04 Bloco F – CEP 70.322-908<br>Setor Hoteleiro Sul - Brasília-DF, Brazil<br>Telephone: +55(61) 3204-6162<br>Fax: +55(61) 3321-2690<br>Booking: <a href="mailto:reservas@bristolhotel.com.br">reservas@bristolhotel.com.br</a><br>Web site: <a href="http://www.bristolhotel.com.br/">http://www.bristolhotel.com.br/</a><br>Contact person for reservations: Jacira                                                                          | Single luxo: US\$134,00<br>(R\$319)<br><br>Double: US\$164,00<br>(R\$389,00)<br><br>Internet: R\$20,00 - 24 hours                | Rate includes breakfast.                                                                     |
| <b>Naoum Express Brasília</b><br><br>SQS Quadra 03 Bloco J - CEP 70.322-905<br>Setor Hoteleiro Sul - Brasília-DF, Brazil.<br>Telephone: +55(61) 3212-4555 / 3212-4545<br>Fax: +55(61) 3212-4549<br>Booking: <a href="mailto:reservas.neb@naoumhotel.com.br">reservas.neb@naoumhotel.com.br</a><br>Web site:<br><a href="http://www.naoumplaza.com.br/v2/Naoum%20Express%20Brasilia/">http://www.naoumplaza.com.br/v2/Naoum%20Express%20Brasilia/</a><br>Contact person for reservations: Jonas | Single: US\$144,00 +10%<br>(R\$342,00 +10%)<br><br>Double: US\$178,00 +10%<br>(R\$423,00 +10%)                                   | Rate includes breakfast and internet.<br><br>Booking requires credit card information        |
| <b>Phenícia Bittar</b><br><br>SHS Quadra 05 Bloco J - CEP 70.322-911<br>Setor Hoteleiro Sul - Brasília-DF, Brazil.<br>Telephone/Fax: +55(61) 3704-6000<br>Booking: <a href="mailto:phenicia@hoteisbittar.com.br">phenicia@hoteisbittar.com.br</a><br>Web site:<br><a href="https://hoteisbittar.com.br/phenicia/site/">https://hoteisbittar.com.br/phenicia/site/</a>                                                                                                                          | Single: US\$125,00 +5%<br>(R\$297,00 +5%)<br><br>Double: US\$150,00 +5%<br>(R\$ 358,00 +5%)<br><br>Internet: R\$12,00 - 24 hours | Rate includes breakfast and parking.                                                         |
| <b>St. Paul Plaza Hotel</b><br><br>SQS Quadra 02 Bloco H- CEP 70322-902<br>Setor Hoteleiro Sul - Brasília-DF, Brazil.<br>Telephone: +55(61) 3319-3543 / 2102-8400 / 3214-9400<br>Booking: <a href="mailto:reservasstpaul@plazabrasilia.com.br">reservasstpaul@plazabrasilia.com.br</a><br>Web site: <a href="http://www.hotelstpaul.com.br/">http://www.hotelstpaul.com.br/</a>                                                                                                                | Single: US\$97,00<br>(R\$230,00)<br><br>Double: US\$110,00<br>(R\$260,00)                                                        | Rate includes breakfast and limited internet (512KB per second) - other options are charged. |

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