



# Convention on Biological Diversity

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SUB-REGIONAL CAPACITY-BUILDING WORKSHOP  
ON FINANCIAL REPORTING AND RESOURCE  
MOBILIZATION FOR SOUTH AMERICA  
Lima, Peru, 12-13 November 2015

## INFORMATION NOTE FOR PARTICIPANTS

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## 1. Opening and registration

The Sub-regional Capacity-building Workshop on Financial Reporting and Resource Mobilization for South America will be held in Lima, Peru from Thursday, 12 November to Friday, 13 November 2015.

The workshop will start at 9:00 a.m. on Thursday, 12 November 2015 and registration will take place at the venue of the workshop at 8:30 a.m. the same day.

## 2. Venue

The workshop will be held at:

### **Hotel Courtyard (Hotel Courtyard Lima Miraflores)**

Event Hall (La sala de eventos y reuniones)

Calle Schell N° 400, Miraflores

Lima, Perú

Tel: +51-1-217-7000

Web site: <http://www.marriott.com/hotels/travel/limlm-courtyard-lima-miraflores/>

or <http://www.espanol.marriott.com>

### Contact information:

If you require any assistance, kindly contact the following people:

Ms. Roxana Solis (rsolis@minam.gob.pe), tel.: +51-1 6116000, extension 1345;

Ms. Celmira Hernandez (chernandez@minam.gob.pe) tel.: +51-1 6116000 extension 1733;

Ms. Claudia Egoavil (cegoavil@minam.gob.pe) tel.: +511 6116000 Anexo 1566.

## 3. Working language of the workshop

The workshop will be held in Spanish.

## 4. Documents

In order to minimize the environmental footprint of the workshop and in line with the UN policy towards greener meetings, participants are kindly reminded to bring their own copies of the pre-session documents as there will be no extra copies made available on site during the workshop. Pre-session documents will be on the Secretariat's web site as they become available:



<https://www.cbd.int/doc/?meeting=RMWS-2015-06>

## 5. General information on access to Lima, Peru



Lima is serviced by the Jorge Chavez International Airport ([www.lap.com.pe](http://www.lap.com.pe)). Taxi transfer is available through Green Taxi services ([www.taxigreen.com.pe](http://www.taxigreen.com.pe)), Tel: +51-484-4001 or Easytaxi (<http://www.easytaxi.com.pe>), Tel .+ 51-716-4600 to transfer you to your hotel. The approximate cost of the service is 70 soles (US \$20-25) and estimated travel time is 1 hour.

Upon arrival when completing the immigration/customs form, kindly list your visit as tourism even though you are entering to attend the resource mobilization

Departing passengers are requested to arrive at least 3 hours prior to departure. Please have passport and ticket ready as it is needed in order to access the entry hall. On-line check-in is recommended prior to arrival at the airport.

## 6. Visa information



Participants from countries listed in **annex A** below require an entry visa for Peru and are strongly advised to contact the nearest Peruvian diplomatic or consular mission **as soon as possible** in order to secure the required entry visa in a timely manner, prior to departure.

A passport valid for at least 6 months

A list of relevant Peruvian diplomatic/consular missions abroad is available on the web site of the Ministry of External Relations of Peru (in Spanish only): <http://www.rree.gob.pe/SitePages/home.aspx> and; [http://www.rree.gob.pe/elministerio/Paginas/Directorio\\_de\\_Misiones\\_en\\_el\\_Exterior.aspx](http://www.rree.gob.pe/elministerio/Paginas/Directorio_de_Misiones_en_el_Exterior.aspx)

Kindly contact your relevant diplomatic/consular mission directly for visa application information and procedures using the above link.

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

Visas for participants will be facilitated by the official representative, your passport must be valid for at least 6 months after arrival in the country and enough space for the stamp upon entry into the country.

## 7. Health information

The International travel, health and vaccination requirements for travel to Peru can be obtained from the World Health Organization (WHO) web site: [http://www.who.int/ith/ith\\_country\\_list.pdf?ua=1](http://www.who.int/ith/ith_country_list.pdf?ua=1).

A yellow fever vaccination certificate is not required for travellers to Lima.

There is a risk of Malaria that exists throughout the year in rural areas at altitudes below 2300 metres. The 23 highest-risk districts are concentrated in the regions of Ayacucho, Junín, Loreto, Madre de Dios, Piura, Pasco, San Martín and Tumbes. Medication generally not recommended for travellers whose itineraries are limited to Lima.

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

Participants are responsible for obtaining their own travel/health insurance to be covered for emergencies during their stay in Peru. The following insurance is suggested by the government of

Peru: <http://www.assist-card.com/pe> and the contact person is Ms. Laura Bernadet. She can be contacted at [laura.bernadet@assist-card.com](mailto:laura.bernadet@assist-card.com)

## 8. Hotel information

The Government has made accommodation arrangements at a special rate at the Courtyard Hotel, details are shown below. Also, there is a list of hotels in the vicinity of the venue in Annex 2.

### **Hotel Courtyard Lima Miraflores**

Schell Street No. 400, Miraflores

Lima – Peru

Tel: +51-1-217-7000

Web site: <http://www.marriott.com/hotels/travel/limlm-courtyard-lima-miraflores/>  
or <http://www.espanol.marriott.com>

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

The Daily Subsistence Allowance (DSA) will be paid to sponsored participants during workshop. Sponsored participants are asked to present their passports which will be photocopied and returned to them.

## 10. Official languages

The official languages in Peru are Spanish, Quechua and Aymara. English is spoken in some major hotels.

## 11. Weather and time zone information



In November it is Spring, temperatures in Lima usually range between +22°C in the daytime and a minimum of +16°C at night. Current weather conditions in the area can be found at: <http://www.worldweather.org/029/c00108.htm>.

The National Meteorology and Hydrology Service - SENAMHI is the official institution in Peru that provides weather information and weather forecast. Their website is [www.senamhi.gob.pe](http://www.senamhi.gob.pe). You are advised to bring warm clothing, such as long pants, sweaters, jackets and long sleeve shirts.

The standard time zone is GMT/UTC -5 hours.

## 12. Electricity

The electrical currents are 220 volts, 60 Hertz as shown in the illustration below.



## 13. Currency



The currency in Peru is the Peruvian Nuevo Sol (PEN). The current exchange rate as at 25 September 2015 is US \$1 = PEN 3.520 and €\$1 = PEN\$3.59 (rates subject to change daily).

Currency exchange office is available at the airport (Banco Interbank) which is open 24 hours. A list of currency exchange offices is shown in Annex 3 below.

#### **14. Information about Lima, Peru and surrounding areas**

The Republic of Peru, is located in the tropical zone of South America between the equator and the Tropic of Capricorn. It covers an area of 1,285,215 square kilometers, making it the twentieth largest country in area and third in South America. The official languages are Spanish, Quechua and Aymara.

It has an enormous variety of landscapes due to its geographical conditions, which in turn has made it as one of the 15 most biologically diverse countries in the world for its great genetic diversity, species of flora and fauna and continental and marine ecosystems.

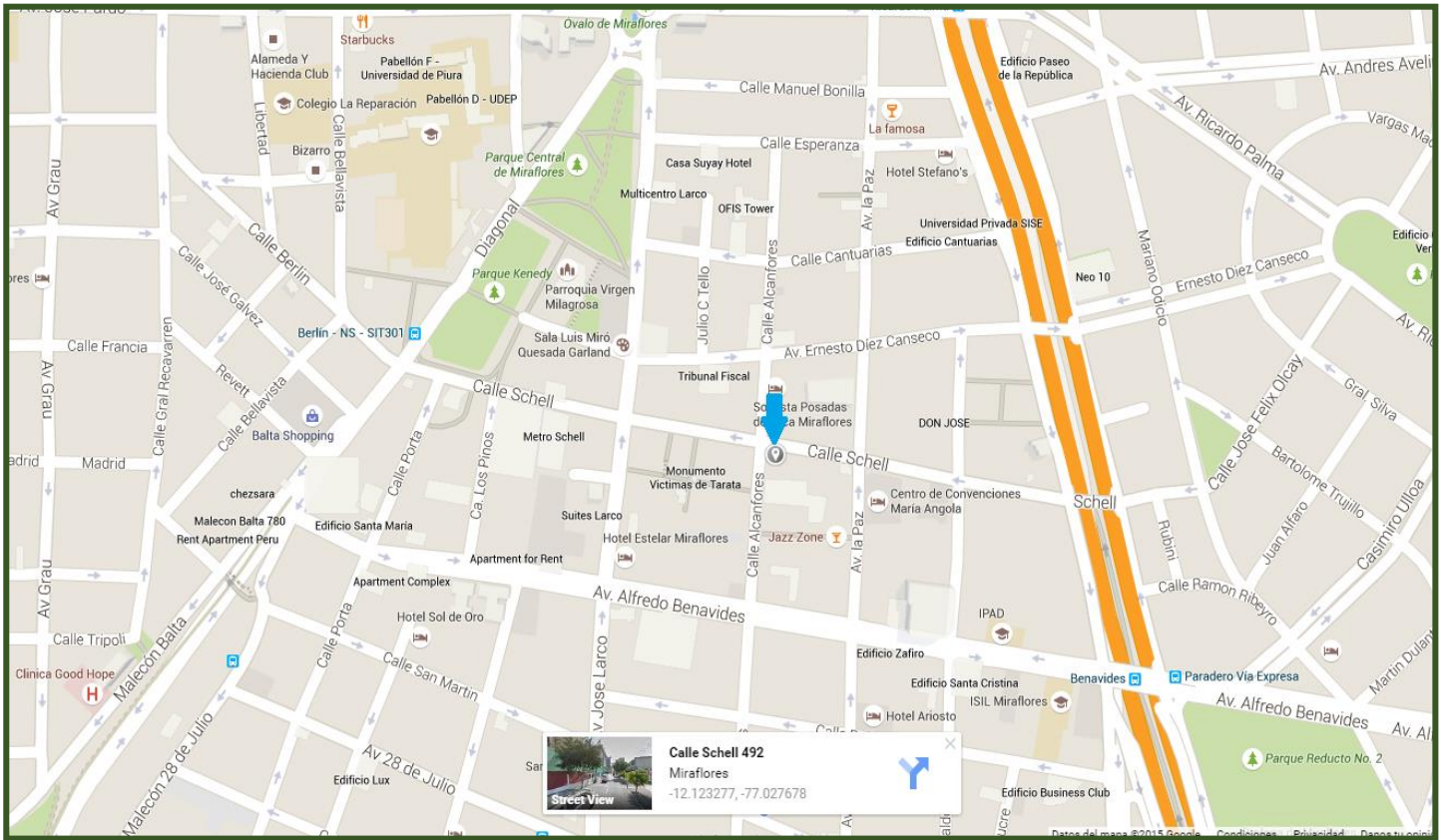
Lima, is the capital of the Republic of Peru and is located on the central coast, on the Pacific Ocean. When founded, it was given the name "City of Kings" due the timing and proximity of the date of 6 January, "Three Kings Day". Today the city is regarded as the political, cultural, financial and commercial center of the country.

For more information about Peru and Lima; as well as tourist attractions you can visit the following web site: [www.peru.travel/es/](http://www.peru.travel/es/)

#### **15. 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 insurances for the period of participation prior to departure.

# ANNEX 1 – MAP OF THE VENUE



**ANNEX 2 – LIST OF HOTELS AT AND NEAR VENUE**

<b>Hotel</b>	<b>Rates/ charges</b>	<b>Price/ info (in Nuevo Sol)</b>
<b>COURTYARD by MARRIOT****</b>	room rate	S/. 445
	Breakfast	Included
Schell Street N°400, Miraflores	Services Charges (10%):	Not included
+51-1-217-7000	Government tax (VAT 18%)*	Not included
<a href="http://www.espanol.marriott.com">http://www.espanol.marriott.com</a>	Airport pick up/ drop off	Not included

<b>HILTON hotels &amp; Resorts*****</b>	room rate	S/. 976
	Breakfast	Not included
La Paz avenue 1099, Miraflores	Services Charges (10%):	Not included
+51-1-200-8000	Government tax (VAT 18%)*	Not included
<a href="http://www3.hilton.com">http://www3.hilton.com</a>	Airport pick up/ drop off	Not included

<b>CASA ANDINA*****</b>	Room rate	S/. 584
	Breakfast	Included
La Paz street 463, Miraflores	Services Charges (10%):	Not included
+0-800-52-652	Government tax (VAT 18%)*	Not included
<a href="http://www.casa-andina.com">http://www.casa-andina.com</a>	Airport pick up/ drop off	Not included

<b>JW MARRIOTT****</b>	Room rate	S/. 787
	Breakfast	Not included
Malecón de La Reserva, 615, Miraflores	Services Charges (10%):	Not included
+51(01) 2177000	Government tax (VAT 18%)*	Not included
<a href="http://www.marriott.com">http://www.marriott.com</a>	Airport pick up/ drop off	Not included

<b>CROWNE PLAZA*****</b>	Room rate	S/.736
	Breakfast	Not included
Av. Benavides 300, Miraflores	Services Charges (10%):	Not included
+51 1 6100700	Government tax (VAT 18%)*	Not included
<a href="http://www.crowneplaza.com/">http://www.crowneplaza.com/</a>	Airport pick up/ drop off	Not included

Hotel	Rates/ charges	Price/ info (in Nuevo Sol)
<b>HOTEL DAZZLER*****</b>	Room rate	S/. 629
	Breakfast	Included
Avenida Jose Pardo 879, Miraflores	Services Charges (10%):	Not included
+51 1 6344000	Government tax (VAT 18%)*	Not included
<a href="http://www.dazzlerlima.com/">http://www.dazzlerlima.com/</a>	Airport pick up/ drop off	Not included

<b>DOUBLE TREE EL PARDO by HILTON*****</b>	Room rate	S/. 582
	Breakfast	Not included
Jr. Independencia 141, Miraflores	Services Charges (10%):	Not included
+51 1 617-100	Government tax (VAT 18%)*	Not included
<a href="http://doubletree3.hilton.com">http://doubletree3.hilton.com</a>	Airport pick up/ drop off	Not included

<b>FOUR PONITS by SHERATON****</b>	Room rate	S/. 633
	Breakfast	Not included
Alcanfores Street 290- Miraflores	Services Charges (10%):	Not included
+51 1 206 1100	Government tax (VAT 18%)*	Not included
<a href="http://www.fourpointsmiraflores.com/es">http://www.fourpointsmiraflores.com/es</a>	Airport pick up/ drop off	Not included

<b>FORESTA HOTEL****</b>	Room rate	S/. 480
	Breakfast	Included
Los Libertadores 490, San Isidro, 027 Lima, Perú	Services Charges (10%):	Not included
+51 1 6300000	Government tax (VAT 18%)*	Not included
<a href="http://hotelforestalima.com/">http://hotelforestalima.com/</a>	Airport pick up/ drop off	Not included

<b>CASA ANDINA SELECT****</b>	Room rate	S/. 414
	Breakfast	Included
Schell Street 452, Miraflores	Services Charges (10%):	Not included
+51 1 213 9739	Government tax (VAT 18%)*	Not included
<a href="http://www.casa-andina.com/select/">http://www.casa-andina.com/select/</a>	Airport pick up/ drop off	Not included

<b>SOL DE ORO HOTEL &amp; SUITES****</b>	Room rate	S/. 458
	Breakfast	Included
San Martín 305 street, Miraflores	Services Charges (10%):	Not included
+51 1 6107000	Government tax (VAT 18%)*	Not included
<a href="https://www.soldeorohotel.pe/">https://www.soldeorohotel.pe/</a>	Airport pick up/ drop off	Not included



Hotel	Rates/ charges	Price/ info (in Nuevo Sol)
<b>HOTEL ESTELAR MIRAFLORES****</b>	Room rate	S/. 456
	Breakfast	Included
Av. Benavides 415, Miraflores	Services Charges (10%):	Not included
+51 1 6307777	Government tax (VAT 18%)*	Not included
<a href="http://www.hotelesestelar.com/">http://www.hotelesestelar.com/</a>	Airport pick up/ drop off	Not included

<b>NM LIMA HOTEL****</b>	Room rate	S/. 397
	Breakfast	Included
Av. Pardo y Aliaga 300, Miraflores	Services Charges (10%):	Not included
+51 1 6121000	Government tax (VAT 18%)*	Not included
<a href="http://www.nmlimahotel.com/">http://www.nmlimahotel.com/</a>	Airport pick up/ drop off	Not included

<b>CASA SUSAY HOTEL***</b>	Room rate	S/. 246
	Breakfast	Included
Esperanza Street 142, Miraflores	Services Charges (10%):	Not included
+51 1 2429432	Government tax (VAT 18%)	Not included
<a href="http://casasuyay.com">http://casasuyay.com</a>	Airport pick up/ drop off	Not included

<b>IBIS LARCO***</b>	Room rate	S/. 219
	Breakfast	Included
Avenida Larco 1140, Miraflores	Services Charges (10%):	Not included
+51 1 634 8888	Government tax (VAT 18%)*	Not included
<a href="http://www.ibis.com">http://www.ibis.com</a>	Airport pick up/ drop off	Not included

<b>HOTEL NOBILITY***</b>	Room rate	S/. 329
	Breakfast	Included
Avenida Roosevelt 6461, Miraflores	Services Charges (10%):	Not included
+51 1 660 2028	Government tax (VAT 18%)	Not included
<a href="http://www.hotelnobility.com/">http://www.hotelnobility.com/</a>	Airport pick up/ drop off	Not included

<b>ALBERGUE VERDE HOSPEDAJE***</b>	Room rate	S/. 132
	Breakfast	Included
Calle Grimaldo del Solar 459, Miraflores	Services Charges (10%):	Not included
+51 1 6574948	Government tax (VAT 18%)	Not included
<a href="http://albergueverde.com/">http://albergueverde.com/</a>	Airport pick up/ drop off	Not included

<b>Hotel</b>	<b>Rates/ charges</b>	<b>Price/ info (in Nuevo Sol)</b>
<b>ANTIGUA MIRAFLOES HOTEL ***</b>	Room rate	S/. 344
	Breakfast	Included
Av. Grau, 350, Miraflores	Services Charges (10%):	Not included
+51 1 2012060	Government tax (VAT 18%)*	Not included
<a href="http://www.antiguamiraflores.com/">http://www.antiguamiraflores.com/</a>	Airport pick up/ drop off	Not included

<b>FARAONA GRAND HOTEL ***</b>	Room rate	S/. 290
	Breakfast	Included
Manuel Bonilla 187, Miraflores	Services Charges (10%):	Not included
+51 1 7009844	Government tax (VAT 18%)	Not included
<a href="http://www.faraonagrandhotel.com/">http://www.faraonagrandhotel.com/</a>	Airport pick up/ drop off	Not included

\*Nota: En algunos Hoteles se exonera el IGV (18%) a extranjeros por facturación individual.

### ANNEX 3 – LIST OF CURRENCY EXCHANGE OFFICES

**Western Union**

AV. PETIT THOUARS 5135

Tel: +51-2423494

Lun – Vie: 09:00 a.m. – 07:00 p.m. / Sab: 09:00 a.m. – 03:00 p.m.

**Western Union**

AV.LARCO 826

Tel: +51-2411220

Lun – Vie: 08:30 a.m. – 08:00 p.m. / Sab: 09:00 a.m. – 06:00 p.m.

**CASA DE CAMBIO LA AURORA**

ARIAS SCHEREIBER No. 169 URB. LA AURORA

Teléfonos: 273-7615

Lun – Vie: 08:30:00 a.m. – 06:00:00 p.m. / Sab: 08:30:00 a.m. – 06:00:00 p.m.

**SCOTIABANK COMANDANTE ESPINAR**

AV. COMANDANTE ESPINAR No. 809-815

Tel:+51- 2116000

Lun – Vie: 09:15:00 a.m. – 06:00:00 p.m. / Sab: 09:15:00 a.m. – 12:30:00 p.m.

**SCOTIABANK LARCO**

AV. JOSE A. LARCO No. 519

Tel: +51-2116000

Lun – Vie: 09:15:00 a.m. – 06:00:00 p.m. / Sab: 09:15:00 a.m. – 12:30:00 p.m.

**CMAC PIURA OFICINA MIRAFLORES**

AV. RICARDO PALMA 240

Tel: +51-2141060

Lun – Vie: 08:30:00 a.m. – 07:00:00 p.m. / Sab: 09:00:00 a.m. – 01:00:00 p.m.

**LATIN SERVICE**

AV LARCO 345 OF. M19

Tel: +51-241-0716

Lun – Vie: 09:00:00 a.m. – 07:00:00 p.m. / Sab: 09:00:00 a.m. – 07:00:00 p.m.

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