



Convention on Biological Diversity

Distr.
GENERAL

16 January 2012

ENGLISH ONLY

CAPACITY-BUILDING WORKSHOP FOR NORTH AFRICA
AND THE MIDDLE EAST ON THE ECONOMICS OF
ECOSYSTEMS AND BIODIVERSITY (TEEB)
Beirut, Lebanon, 21-23 February 2012

INFORMATION NOTE FOR PARTICIPANTS

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1. Opening and registration

The Capacity-building Workshop for the Middle East and North Africa on The Economics of Ecosystems and Biodiversity (TEEB) will be held Beirut, Lebanon from Tuesday, 21 February to Thursday, 23 February 2012.

The formal opening of the workshop will be at 9:00 a.m. on Tuesday, 21 February 2012 and registration will take place at 8:30 a.m. at the venue.

2. Venue

The workshop will be held at:

United Nations Economic and Social Commission for West Asia (ESCWA)

UN-House

P.O. Box 11-8575, Riad el-Solh Square

Beirut, Lebanon

Tel: +961-1-981301

Fax: +961-1-981510

Web site: <http://www.escwa.un.org/index.asp>

3. Working language

The Workshop will be held in Arabic and English languages; simultaneous interpretation will be provided.

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 during the workshop. Pre-session documents will be on the Secretariat's web site as they become available:



<http://www.cbd.int/doc/?meeting=WSCBTEEB-MENA-01>

5. General information on access to Beirut, Lebanon

Beirut is serviced by the Beirut - Rafic Hariri International Airport (8 km from the city centre). Taxis services are readily available at the airport next to the arrival gate at a rate of approximately US \$20-US \$25; please verify the rate before embarking. Some agencies/hotels may provide airport transfers, kindly check with your hotel prior to departure.

Shops and businesses are typically open Monday through Saturday, 9:00-18:00. Banking hours are Monday through Saturday, 8:30-12:30. Working hours for government offices and post offices are typically 8:00-14:00.

All information about Lebanon can be found on web site of the Ministry of Tourism of Lebanon at the following link: <http://www.lebanon-tourism.gov.lb/>

6. Visa information



All participants must have a valid passport and visa to enter Lebanon and must be valid for at least six months. Participants from countries listed below may obtain an entry visa at the airport for Lebanon and all are strongly advised to contact the nearest Lebanese diplomatic or consular mission **as soon as possible** in order to secure the required entry visa in a timely manner, prior to departure.

Citizens of the following countries may obtain an entry visa upon arrival at the Beirut - Rafic Hariri International Airport or any other ports of entry:

Andorra, Antigua and Barbuda, Argentina, Armenia, Australia, Austria, Azerbaijan, Bahamas, Barbados, Belarus, Belgium, Belize, Bhutan, Brazil, Bulgaria, Canada, Chile, China, Czech Republic, Costa Rica, Croatia, Cyprus, Denmark, Estonia, Finland, France, Great Britain, Georgia, Germany, Greece, Hong Kong, Hungary, Iceland, Ireland, Italy, Japan, Kazakhstan, Kyrgyzstan, Latvia, Lithuania, Liechtenstein, Luxembourg, Macau (S A R), Malaysia, Malta, Mexico, Moldova, Monaco, Netherlands, New Zealand, Norway, Palau, Panama, Peru, Poland, Portugal, Russian Federation, Romania, Saint Kitts & Nevis, Samoa, San Marino, Singapore, Slovakia, Slovenia, South Korea, Spain, Sweden, Switzerland, Tajikistan, The former Yugoslav Republic of Macedonia, Turkey (exclusively at the airport), Trinidad and Tobago, Turkmenistan, United States of America, Ukraine, Uzbekistan, Venezuela.

Required documents for Visa:

- 1- Visa Application Form
- 2- A valid passport
- 3- 2 photos (passport size)
- 4- A proof of accommodation in Lebanon
- 5- Invitation letter

Citizens of the following countries are granted a free visa at the airport: Bahrain, Jordan, Kuwait, Qatar, Oman, Saudi Arabia, and United Arab of Emirates.

If you provide the secretariat and UNEP-ROWA (Awatif.Buchiri@unep.org) with a valid passport copy and photo, ESCWA will facilitate visas through the Ministry of Exterior in Lebanon, however some countries may still need to visit the Lebanese Embassy in their respective countries to stamp the visas on their passports, according to the website below.

Information on visa procedures, including a list of relevant Lebanese diplomatic/consular missions abroad, is available on the web site of the Ministry of Foreign Affairs and Emigrants of the Republic of Lebanon at: <http://www.foreign.gov.lb/>.

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

7. Health information

A yellow fever vaccination certificate is required from travellers over the age of 6 months coming from countries with risk of yellow fever transmission.

8. Hotel information

Participants are requested to make their own hotel bookings. A listing of hotels in the vicinity of the meeting venue can be found below in Annex A. Nevertheless, we recommend the following best choice hotels with competitive UN rates:

Ramada Hotel, 7 minutes walk, Mr Alfred Haddad ahaddad@ramadalebanon.com Tel: 00961-1-990299, Fax: 00961-1-990399, Cell: 00961-3-743366

MARKAZIEH MONROE SUITES Markazieh Building, Down town, Close to ESCWA, Tel: 01-991200, Fax: 01-991211 E-mail: pilar.eid@monroebeirut.com, chady.morcos@monroebeirut.com,

Casa D'or Hotel, (5 min drive) Tel: 961-1-746400, Mobile: 961-3-348300, Fax: 961-1-347840, E-mail : info@casadorhotel.com, Website: www.casadorhotel.com

LE BRISTOL HOTEL, Hamra street (5 min drive) Tel: 01-351400, Fax: 01-351409, Mob. 71-826876 e-mail: reservation@lebristol-hotel.com

9. Payment of the daily subsistence allowances (DSA)

The sponsored participants will receive DSA on the first day of the workshop.

10. Official language

The official language in Lebanon is Arabic. English and French are spoken in hotels and restaurants.

11. Weather and time zone information



In February, temperatures in Beirut usually range between a maximum of 15°C in the daytime and a minimum of 10°C at night. The rainy season is during the months from December to March. Please bring appropriate warm clothing. Current weather conditions can be found at: <http://www.lebweather.net/>.

The standard time zone is GMT/UTC + 2 hours.

12. Electricity

The electrical currents in Lebanon are 230 Volts, 50 Hertz and vary as shown below.



13. Currency

The currency in Lebanon is the Lebanese Pound, lira (L£), in French: livres. The current exchange rate as at 10 January 2012 is US \$1 = 1,507.48 L£ and € 1 = 1,927.27 L£.

Notes are available in denominations of: 1,000; 5,000; 10,000; 20,000; 50,000; and 100,000. There are also coins of 250 and 500. U.S. dollars are widely used throughout the country. Many establishments quote prices in both currencies. If you use U.S. dollars, it is advisable to bring small bills.

Money or travelers checks can be exchanged at banks, private money exchange shops, and major hotels. Major credit cards are accepted at most establishments. ATMs are also widely available in Beirut and some dispense both U.S. dollars and Lebanese pounds

14. 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 A
2011 LIST OF HOTELS

BEIRUT - LEBANON SPECIAL UN RATE (Valid until 31 December 2011)

(Hotels reserve the right to change their rates at any time.) August 10, 2011

		Low Season	High Season
CORAL BEACH HOTEL & RESORT 5***** Contact: Mr. Mohammad Kanaan/Ms. Sara Handam	Single room rate:	\$75.00	\$150.00
	Double room rate:	\$90.00	\$165.00
Jnah - Beirut	Breakfast	Included	
	Services Charges (16%):	Included	
Tel: 01-859000, Fax: 01-859026 / 03-998804	Government tax (VAT 10%)	Not included	
E-mail: <i>sales@coralbeachbeirut.com, sara.handam@coralbeachbeirut</i>	Transportation: Airport Pick up	Not included	
GEFINOR ROTANA 5***** Contact: Mr. Eddy Daccache	Single room rate:	\$115.00	\$200.00
	Double room rate:	\$135.00	\$220.00
HAMRA, CLIMENCEAU STREET	Breakfast	Included	
	Services Charges (16%):	Included	
Tel: 01-371888, Fax: 01-360831	Government tax (VAT 10%)	Not included	
E-mail: <i>res.gefinor@rotana.com</i>	Airport Pick up/Drop off	Not included	
MOEVENPICK HOTEL 5***** Contact: Ms. Chahnaz Hodroj	Delux Courtyard View	\$150.00	\$230.00
	Delux City View	\$170.00	\$250.00
Raouche -Beirut	Breakfast	Included (low season)	
	Services Charges (16%):	Included	
Phone: +961 1 869 666, Direct: +961 1 799 501 Ext: 8206, Fax: +961 1 799505	Government tax (VAT 10%)	Not included	
E-mail: <i>hotel.beirut@moevenpick.com, chahnaz.hodroj@moevenpick.com</i>	Airport pick up/ drop off	Not included	
MARKAZIEH MONROE SUITES Contact: Mr. Chady Morcos 03/955693	Junior Suite rate:	\$120.00	\$200.00
	One Bed Room Suite	\$170.00	\$265.00
Markazieh Building, Down town, Close to ESCWA	Breakfast	Included	
	Services Charges (16%):	Included	
Tel: 01-991200, Fax: 01-991211	Government tax (VAT 10%)	Not included	
E-mail: <i>pilar.eid@monroebeirut.com, chady.morcos@monroebeirut.com, info@markaziamonroesuites.com</i>			

FOUR SEASONS HOTEL 5*****	City View Single room rate:	190 - 250	280 - 310
Contact person: Mr. Said Oueini	City View Double room rate:	215 - 275	305 - 335
Beirut	Breakfast	\$35.00	
	Services Charges (16%):	Included	
Tel. 01-761000, Fax. 01-761266	Government tax (VAT 10%)	Not included	
E-mail: reservations.bei@fourseasons.com	Airport pick up/ drop off	Not Included	

COMMODORE	Single room rate:	\$95.00	\$150.00
Contact: Mr. Emile Saadeh	Double room rate:	\$110.00	\$165.00
	Breakfast	Included	
Commodore Street, Hamra	Services Charges (16%):	Included	
Tel: 00961-1-734734, Fax: 00961-1-345806/7, 00961-3-186121	Government tax (VAT 10%)	Not included	
E-mail: info@lecommodorehotel.com	Airport pick up/ drop off	Not included	

RAMADA HOTEL	Single room rate:	\$100.00	\$100.00
Contact: Mr. Roy Bou Gharious	Double room rate:	\$120.00	\$120.00
	Breakfast	Included	
Minet El Hosn - Chateaubriand Street	Services Charges (16%):	Included	
Tel: 00961-1-990299, Fax: 00961-1-990399, Cell: 00961-3-743366	Government tax (VAT 10%)	Not included	
E-mail: ahaddad@ramadalebanon.com	Airport pick up/ drop off	Not included	

LE GRAY HOTEL	Single room rate:	\$285.00	\$405.00
Contact: Ms. Maya Hobeika	Double room rate:		
	Breakfast	Not Included	
Martyr's Square - Beirut	Services Charges (10%):	Included	
Tel: 01-971111, Fax: 01-971112, Cell:	Government tax (VAT 10%)	Not included	
E-mail: hichamragheb@legray.com	Airport pick up/ drop off	Not included	

RADISSON BLU MARTINEZ	Single room rate:	110 - 145	\$200.00
Contact person: Rania Franjeh	Double room rate:	130 - 165	\$220.00
	Breakfast	Included	
Ain Mreisseh, Beirut	Services Charges (16%):	Included	
Tel.: 01 368111, 01 367239 ext 1061 or 4006, Fax: 01 367205	Government tax (VAT 10%)	Not included	
E-mail: Reservations.Beirut@RadissonBlu.com	Airport Pick up/Drop off	Not included	

CROWNE PLAZA HOTEL	Single room rate:	115 -155	\$195.00
Contact person: Ms. Christelle Madi	Double room rate:	135 - 175	\$215.00
	Breakfast	Included	
Hamra, Beirut	Services Charges (16%):	Included	
Tel.: 01 754755, Fax: 01 749555, Mob. 03-373574	Government tax (VAT 10%)	Not included	
E-mail: cmadi@cpbeirut.com	Airport Pick up/Drop off	Not included	

METROPOLITAN PALACE 5*****	Single room rate:	170 - 230	\$290.00
Contact: Mr. Roy Bou Gharios	Double room rate:	190 - 250	\$310.00
	Breakfast	Included	
Horch Tabet -Beirut	Services Charges (16%):	Included	
Tel: 01-496666, 500666, Fax: 01-502502, 511720, 516400	Government tax (VAT 10%)	Not included	
E-mail: res.palacebeirut@habtoorhotels.com dima.baradhy@habtoorhotels.com	Airport Pick up/Drop off	Not included	

HABTOOR GRAND HOTEL 5*****	Single room rate:	195 -255	\$315.00
Contact:	Double room rate:	225 - 285	\$345.00
	Breakfast	Included	
Horch Tabet -Beirut	Services Charges (16%):	Included	
Tel: 01-496666, 500666, Fax: 01-502502, 511720, 516400	Government tax (VAT 10%)	Not included	
E-mail: res.palacebeirut@habtoorhotels.com dima.baradhy@habtoorhotels.com	Airport Pick up/Drop off	Not included	

LE BRISTOL HOTEL 5*****	Single room rate:	\$90.00	\$170.00
Ms. Yve El Jerdy	Double room rate:	\$115.00	\$180.00
	Breakfast	Included	
Hamra - Beirut	Services Charges (16%):	Included	
Tel: 01-351400, Fax: 01-351409, Mob. 71-826876	Government tax (VAT 10%)	Not included	
e-mail: reservation@lebristol-hotel.com	Airport Pick up/Drop off	Not included	

HOLIDAY INN DUNES	Single room rate:	\$110.00	\$240.00
Ms. Ghina Wahab	Double room rate:	\$130.00	\$260.00
	Breakfast	Included	
Verdun - Beirut	Services Charges (16%):	Included	
Tel: 01-771100, Fax: 01-771177	Government tax (VAT 10%)	Not included	
e-mail: info@hidunes.com	Airport Pick up/Drop off	Not included	

PALM BEACH HOTEL	Single room rate, city view:	\$110.00	\$145.00
	Double room rate, city view:	\$125.00	\$165.00
Ain Mraisse - Beirut	Breakfast	Included	
	Services Charges (16%):	Included	
Tel.: 01-372000, Fax: 01-369109	Government tax (VAT 10%)	Not included	
e-mail: sales@palmbeachbeirut.com	Airport Pick up/Drop off	Not included	

GOLDEN TULIP SERENADA 4**** Mr. Mohammed Dib	Single room rate:	\$100.00	\$170.00
	Double room rate:	\$120.00	\$190.00
	Group rate:		
Hamra	Breakfast	Included	
	Services Charges (16%):	Included	
Tel: 01-755550, Fax: 01-755551	Government tax (VAT 10%)	Not included	
e-mail: info@goldentulipserenada.com	Airport Pick up/Drop off	Not included	

SHERATON FOUR POINTS Mr. Houssam Akil, Cell 03-099292	Single room rate:	\$100.00	\$150.00
	Double room rate:	\$125.00	\$175.00
Vedun - Beirut	Breakfast	Included	
	Services Charges (16%):	Included	
Tel: (961 1) 803 804, Fax: (961 1) 803 802	Government tax (VAT 10%)	Not included	
e-mail: verdun.sales@starwoodhotels.com	Airport Pick up/Drop off	Not included	

RIVIERA HOTEL Contact: Mr. Alain Awad	Single room rate:	\$90.00	\$240.00
	Double room rate:	\$105.00	\$270.00
Manara - Beirut	Breakfast	Included	
	Services Charges (16%):	Included	
Tel: 01-373210, Fax: 01-365239, Cell: 03-470581	Government tax (VAT 10%)	Not included	
E-mail: sales@rivierahotel.com.lb	Airport pick up/ drop off	Not included	

Sofitel Le Gabriel 4**** Contact: Ms. Christine Hakime	Single room rate:	\$120.00	
	Double room rate:	\$130.00	
Achrafieh - Beirut	Breakfast	\$20.00	
	Services Charges (16%):	Included	
Tel: 01-203700/800/03-279903, Fax: 01-320094	Government tax (VAT 10%)	Not included	
E-mail: hotel@sofitel-legabriel.com	Airport pick up/ drop off	Not included	

Orient Queen Homes	Single room rate:	\$90.00	\$120.00
Ms. Amina Zahwe	Double room rate:	\$110.00	\$140.00
	Breakfast	Included	
John Kennedy Str. - Ras Beirut	Services Charges (16%):	Included	
Tel: +961-1-361140, Fax: +961-1-361141	Government tax (VAT 10%)	Not included	
e-mail: info@orientqueenhomes.com	Airport pick up/ drop off	Not included	

Coral Suites	Single room rate:	\$80.00	\$80.00
Ms. Diana El Homs	Double room rate:	\$95.00	\$95.00
	Breakfast	Included	
Baalbek Str. - Hamra	Services Charges (16%):	Included	
Tel. +961-1-343411, Fax. 961-1-345609, Mob. 03063968	Government tax (VAT 10%)	Not included	
e-mail: reservation@coral-hamra.com	Airport pick up/ drop off	Not included	

Raouche Arjaan Hotel	Single room rate:	\$110.00	\$200.00
Ms. Maysa Jouni	Double room rate:	\$130.00	\$220.00
	Breakfast	Included	
Chouran - Beirut	Services Charges (16%):	Included	
Tel: +961-7811111,Fax: 01-782222	Government tax (VAT 10%)	Not included	
e-mail: maysa.jouni@rotana.com	Airport pick up/ drop off	Not included	