



Convention on Biological Diversity

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ENGLISH ONLY

EXPERT WORKSHOP TO PREPARE PRACTICAL GUIDANCE ON PREVENTING AND MITIGATING THE SIGNIFICANT ADVERSE IMPACTS OF MARINE DEBRIS ON MARINE AND COASTAL BIODIVERSITY

Baltimore, Maryland, USA, 2-4 December 2014

INFORMATION NOTE FOR PARTICIPANTS

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1. Opening and registration

The Expert Workshop to Prepare Practical Guidance on Preventing and Mitigating the Significant Adverse Impacts of Marine Debris on Marine and Coastal Biodiversity will be held in Baltimore, Maryland, United States of America from Tuesday, 2 December to Thursday, 4 December 2014.

The workshop will start at 9:00 a.m. on Tuesday, 2 December, and registration will take place at the workshop venue as of 8:30 a.m. the same day.

2. Venue

The workshop will be held at:

The Baltimore Marriott Inner Harbor at Camden Yards

110 South Eutaw Street
Baltimore, Maryland 21201
United States of America
Tel: +1-410-962-0202
Fax: + 1-410-625-7892

3. Working language

The workshop will be conducted in English.

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. Documents are available on the following web page:



<http://www.cbd.int/doc/?meeting=MCBEM-2014-03>

5. General information on access to Baltimore, Maryland



Baltimore is serviced by the Baltimore - Washington International Airport / Thurgood Marshall Airport (BWI/KBWI) (16 km from downtown Baltimore). Taxis are available at a cost of about US \$35 and the journey takes about 15 to 25 minutes.

There is also a private shuttle service available:

Marriott Inner Harbor supershuttle / execucar (save up to \$5.00 on roundtrip) if you book online in advance using your exclusive discount code: **MARR1**.

- SuperShuttle from and to BWI Airport: MARRIOTT PRICE **\$14.00** (plus 18% gratuity)

- ExecuCar from and to BWI airport: MARRIOTT PRICE **\$45.10** (plus 18% gratuity)

RESERVATIONS: 1-800-258-3826 (MENTION **MARR1** or Marriott Baltimore)

INTERNET: <http://groups.supershuttle.com/marriottbaltimoreinnerharbor.html>

GROUPS and VIP: email acournol@supershuttle.com or tel: +1-410-859-2304

6. Visa information



Participants from countries requiring a business entry visa for the United States of America are strongly advised to contact the nearest U.S.A. 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 airline companies will not allow boarding in the absence of a valid visa.**

Information on visa procedures, is available at U.S. Department of State, Bureau of Consular Affairs at the following link: <http://travel.state.gov/content/travel/english.html>. The on-line visa application form is available at the following link: <https://ceac.state.gov/genniv/>

A listing of diplomatic or consular missions is available at the following link: <http://www.usembassy.gov/>

A listing of countries not requiring a visa is available at the following link: <http://travel.state.gov/content/visas/english/business.html>.

To facilitate the issuance of visas, the Secretariat is issuing visa-assistance letters along with letters of invitation, which should be attached to the visa applications. Should you require further information in support of your application, kindly contact the Secretariat.

7. Hotel information

A block booking has been made at the The Baltimore Marriott Inner Harbor at Camden Yards (the workshop venue) on behalf of all sponsored participants. The conference package includes a single room with breakfast, internet, lunch and coffee breaks. All personal expenses, including laundry, phone calls, room service, and mini-bar, must be paid by participants upon check-out.

Self-funded participants may wish to avail themselves of the hotel package by contacting the hotel directly at: 1-888-236-2427 or the central Marriott Hotel reservation line at: 1-800-228-9290. Please mention the “UNEP/SCBD Marine Expert Meeting rate” when requesting your reservation. Also, you may use the direct online reservation link (Ctrl+click link): [Book your group rate: UNEP/SCBD Marine Expert Meeting](#). The special rate for a single room with breakfast and internet is US \$139 plus applicable taxes.

Further information on hotels in Baltimore is available at the following web site:



<http://baltimore.org/listings/maryland-tourism-agenciesdestination-ma/baltimore-tourism-association>

8. Payment of the Daily Subsistence Allowance (DSA)

The relevant portion of DSA will be paid to the funded participants on the first day of the meeting.

9. Official language

The official language in the United States of America is English.

10. Weather and time zone information



In December average temperatures in Baltimore usually range between a maximum of +10°C in the daytime and a minimum of +1°C at night. Please bring warm clothing. Current weather conditions in the area can be found at: <http://worldweather.wmo.int/en/city.html?cityId=720>.

The standard time zone in Baltimore, Maryland is GMT/UTC -5 hours.

11. Electricity

The electrical currents are 120 volts, 60 Hertz and the plugs used are shown below.



12. Currency



The currency is the US Dollar. The current exchange rate as at 4 November 2014 is US \$1 = € 0.80 and € 1 = US \$1.25 (rates are subject to change).

13. 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 insurance for the period of participation prior to departure.
