



Convention on Biological Diversity

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**CAPACITY-BUILDING WORKSHOP FOR EAST ASIA
AND SOUTHEAST ASIA ON ACHIEVING
AICHI BIODIVERSITY TARGET 11**
Yanji City, Jilin Province, China, 15-18 September 2015

Information Note for Participants

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1. Opening and registration

The Capacity-building Workshop for East Asia and Southeast Asia on Achieving Aichi Biodiversity Target 11 will be held from Tuesday, 15 September to Friday, 18 September 2015 in the city of Yanji, Jilin Province, China.

The workshop will start at 9:00 a.m. on 15 September and registration will take place at the workshop venue from 8:30 a.m. the same day.

2. Venue

The workshop will be held at:

Yanbian Hotel

Address: No.168 Yanlong Road,

Yanji City, Jilin Province, China

Tel: +86- 433-2243333

Fax: +86-433-2807555

E-Mail: 1254177937@qq.com (Mr. Li Jie)

Web site: www.yanbianhotel.com

3. Contact Persons for the Workshop in China

The Ministry of Environmental Protection of China has designated the following persons as focal contacts for this workshop:

Ms. Wang Ying

Deputy Director

Division IV (Biodiversity)

Foreign Economic Cooperation Centre

Ministry of Environmental Protection of China

Email: wang.ying@mepfeco.org.cn

Ms. Zou Yueyu

Division IV (Biodiversity)

Foreign Economic Cooperation Centre

Ministry of Environmental Cooperation of China

Email: zou.yueyu@mepfeco.org.cn

With all the correspondences copied to

Mr. Liu Yuping,

Director, the CBD Office

Department of Ecology and Nature Conservation

Ministry of Environmental Protection of China

Email: liu.yuping@mep.gov.cn

Mr. Wang Xin
Director
Division IV (Biodiversity)
Foreign Economic Cooperation Centre
Ministry of Environmental Protection of China
Email: wang.xin@mepfeco.org.cn

4. Working language of the workshop

The Workshop will be held in English.

5. Documents

Participants are kindly reminded to bring their own copies of the pre-session 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 at:



CBD

Capacity-building Workshop for East Asia and Southeast Asia on Achieving Aichi Biodiversity Target 11: <https://www.cbd.int/doc/?meeting=PAWS-2015-01>

6. General information on and access to Yanji, China



Yanji City is located in Jilin Province, China. The city of Yanji is serviced by the Yanji Chaoyangchuan Airport connecting the airports in Beijing, Shanghai, Guangzhou, Qingdao, Dalian, Shenyang and other cities, and international airports. The Yanji airport is about 8 kms from the city centre. The city of Yanji can be accessed by train, ship and other means of transportation as well. More information about travel to Yanji can be found at: http://www.tripadvisor.cn/Tourism-g644037-Yanji_Jilin-Vacations.html.

7. Transportation to the Hotel

Transportation from the airport to the hotel will be arranged for participants arriving on 14 September and departing on 19 September. Participants can also take a taxi to the hotel for about twenty minutes at the rate of 30 yuan RMB. Public bus service is also available from the airport to the hotel.

8. Visa information



All participants are required to hold an entry visa for travel to China. They are requested to apply through their nearest Chinese Embassy or Consulate; we strongly advise that you do so immediately in order to secure the required entry visa in a timely manner, prior to departure. **Airline companies will deny boarding in the absence of a valid visa.**

Information regarding procedures and requirements for visa applications can be found on the web site of the relevant Chinese Embassies and Consulates General which are listed on the web site of the State Council of the People's Republic of China: <http://english.gov.cn/services/visitchina/>.

A list of relevant Chinese diplomatic/consular missions abroad can be found on the web site of the Ministry of Foreign Affairs of the People's Republic of China: http://www.fmprc.gov.cn/mfa_eng/wjb_663304/zwjg_665342/.

Participants should attach the visa assistance letter issued by the CBD Secretariat to their visa application. The Ministry of Environmental Protection of China will issue visa authorization letters to participants to facilitate visa issuance, if participants provide required information contained in annex A (copy of passport, personal CV and other required information in the table). Please kindly note that processing a visa authorization letter requires at least seven working days so participants are encouraged to send required information to Ms. Leah Mohammed (leah.mohammed@cbd.int) and Ms. Alice-Anne Simard (alice-anne.simard@interns.cbd.int) of the CBD Secretariat as early as possible. The Secretariat will forward the information received to the contact persons listed in item 3 above for processing.

9. Hotel information



Sponsored participants

A block booking has been made on behalf of sponsored participants, which includes a standard room, breakfast and internet, has been made on behalf of all sponsored participants according to your flight itinerary at the following hotel:

Yanbian Hotel

Address: No.168 Yanlong Road

Yanji City, Jilin Province, China

Tel: +86- 433-2243333

Fax: +86-433-2807555

E-Mail: 1254177937@qq.com (Mr. Li Jie)

Web site: www.yanbianhotel.com

Non-sponsored participants

Non-sponsored participants may wish to stay at the same hotel listed above and contact Mr. Li Jie for booking, using the email provided above, copied to Ms. Zou Yueyu (zou.yueyu@mepfeco.org.cn). The rate for a single room is 398 Yuan RMB with breakfast included.

The hotel accommodation bill will be settled by SCBD on behalf of all sponsored participants. All personal expenses including laundry, phone calls, room services, etc., will be paid by participants when checking out.

10. Field Trip

A one-day visit to a tiger protected area close to Yanji will be organized during the workshop. Comfortable shoes and appropriate clothing are recommended.

This protected area was established in October 2001 and protects Manchurian tiger (also known as Siberian tigers), leopards and their habitats. It is located in the southeastern part of Hunchun, Yanbian Autonomous Prefecture, Jilin Province. It borders 2 tiger-leopard reserves and 1 wetland reserve of Russia to the east. Across the Tumen River to the southwest are

2 wetland reserves of the Democratic People's Republic of Korea. With its unique geographic location, this area has become an ecological corridor where tigers and leopards from China, Russia and North Korea migrate and breed. More information about this protected area can be found at: <http://hcnr.forestry.gov.cn/business/htmlfiles/hcdbhbhq/jqgk/index.html>. Two pictures below provide snapshots of the area.



11. Payment of the Daily Subsistence Allowances (DSA)

Sponsored participants will receive the relevant portion of their DSA on the first day of the workshop.

12. Official languages in China

The official language in China is Chinese. English is used in some hotels and restaurants.

13. Weather and time zone information

In September the temperature in Yanji usually is about 15°C. Current weather conditions can be found at: <http://worldweather.wmo.int/en/city.html?cityId=1842>.

The China Standard Time (CST) is eight (+8) hours ahead of GMT/UTC.

14. Electricity

The electrical currents are 220 Volts, 50 Hertz and there are a few varieties of plugs throughout the country. The plugs are as shown below, however, the first two types on the left side are more commonly used.



15. Currency



The currency in China is Renminbi (RMB and ¥). The current exchange rate as at 26 August 2015 is US \$1 = 6.31 RMB and € 1 = 6.89 RMB (rates are subject to change).

Major credit cards are accepted in most hotels in Yanji.

16. Disclaimer

The CBD Secretariat disclaims all responsibilities for medical, accident and travel insurances, 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 that participants will secure international medical insurance and other insurances for the period of participation prior to departure.

Annex A

Information Required for the Ministry of Environmental Protection of China to Approve and Issue a Visa Authorization Letter

Full Name	
Country	
Gender	
Date of Birth	
Nationality	
Passport Number	
Date of First Entry	

Completed form (along with copy of passport and personal CV) should be sent immediately by e-mail to:

Ms. Leah Mohammed (SCBD, leah.mohammed@cbd.int)

Ms. Alice-Anne Simard (SCBD, alice-anne.simard@interns.cbd.int).