

Convention on Biological Diversity

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ENGLISH ONLY

MEETING OF THE AD HOC TECHNICAL EXPERT
GROUP ON SYNTHETIC BIOLOGY
Montreal, Canada, 21-25 September 2015

INFORMATION NOTE FOR PARTICIPANTS

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1. Opening and registration

The Meeting of the Ad Hoc Technical Expert Group on Synthetic Biology will be held in Montreal, Canada from Monday, 21 September to Friday, 25 September 2015.

The meeting will start at 9:30 a.m. on Monday, 21 September and registration will take place at the venue of the meeting at 9:00 a.m. the same day.

2. Venue

The meeting will be held at:

Palais des Congrès de Montréal
Convention and Exhibition Center
Level 5, Room 512 (C-H)
159, St-Antoine Street West
Montréal (Québec)
Canada H2Z 1H2

Metro station Place-d'Armes, line no. 2 (Orange)

3. Working language

The meeting will be held in English only.

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 will be available on the following webpage:



<https://www.cbd.int/meetings/>

5. General information on access to Montreal



Montreal is serviced by Montreal-Trudeau International Airport (15 km from downtown). Taxis and a bus (No. 747) are available at the airport. The information on rates is as follows.

Bus:	One way trip
Montreal-Trudeau Airport/Downtown (several locations) STM Express bus No. 747 (runs 24 hrs a day)	CAD 10 (Fares can be purchased from the automated dispensers at the international arrivals level. The fare can also be paid in cash with exact change in coins only inside the bus. More information: http://www.stm.info/en/info/networks/bus/shuttle/more-about-747-aeroport-p-e-trudeau-centre-ville-shuttle)
Taxis: Montreal-Trudeau Airport/Downtown	CAD 40 Fixed rate

6. Visa information



Participants from countries listed in **annex A** below require an entry visa for Canada and are strongly advised to contact the nearest Canadian 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, including a list of relevant Canadian diplomatic/consular missions abroad, is available on the website of Canadian Citizenship and Immigration at: <http://www.cic.gc.ca/english/information/offices/apply-where.asp>.

Important note: As of September 2013, Canada requires biometric information (fingerprints and photos) from citizens of a number of countries (listed in annex A below) in order to enter Canada on a visitor visa. Information can be found at the following link: <http://www.cic.gc.ca/english/visit/biometrics.asp>.

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

7. Hotel information

Participants are kindly reminded that **they must make their own hotel reservations, and that they should do so as soon as possible.**

Below is an indicative list of hotels (**Annex B**) located in the vicinity of the CBD Secretariat or close to a Metro (subway) station. Note that some hotels are offering special room rates. Please see the information provided in the annex.

Further information on hotels in Montreal is available at the following website:

<http://www.tourisme-montreal.org/Accommodations>



8. Payment of the daily subsistence allowance (DSA)

A daily subsistence allowance (DSA) will be paid to eligible participants during the meeting. DSA rates are adjusted on a monthly basis. The current rate for Montreal is CAD 367 (as of 15 July 2015).

9. Official languages

There are two official languages in Canada: English and French. French is the official language of the province of Quebec, however English is widely spoken in Montreal.



10. Weather and time zone information

In September, average temperatures in Montreal usually range between a maximum of +19°C in the daytime and a minimum of +7°C at night. However, extreme temperatures, both high and low, are not uncommon in September. Current weather conditions in the area can be found at: <http://www.worldweather.org/056/c00634.htm>.

In September, Montreal is in the Eastern Daylight Time zone which corresponds to GMT/UTC -4 hours.

11. Electricity

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



12. Currency



The currency in Canada is the Canadian Dollar (CAD). The current exchange rate as of 12 August 2015 is US \$1 = CAD 1.30 and € 1 = CAD 1.45 (rates are subject to change).

13. Disclaimer

The CBD Secretariat disclaims all responsibility for medical, accident and travel insurance, compensation for death or disability, loss of or damage to personal property and 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 the travel prior to departure.

Annex A

COUNTRIES AND TERRITORIES WHOSE CITIZENS REQUIRE VISAS IN ORDER TO ENTER CANADA AS VISITORS (AS LISTED ON THE WEBSITE OF CITIZENSHIP AND IMMIGRATION CANADA)

Citizens of the following countries and territories require a visa to **visit** or **transit** Canada:

A	E (cont'd)	M	S (Cont'd)
Afghanistan*	Eritrea*	Madagascar	Sao Tomé e Príncipe
Albania*	Ethiopia	Malawi	Saudi Arabia*
Algeria*		Malaysia	Senegal
Angola	F	Maldives	Serbia
Argentina	Fiji	Mali	Seychelles
Armenia		Marshall Islands	Sierra Leone
Azerbaijan	G	Mauritania	Somalia*
	Gabon	Mauritius	South Africa
B	Gambia	Mexico	South Sudan*
Bahrain	Georgia	Micronesia, Fed. States of	Sri Lanka*
Bangladesh*	Ghana	Moldova	Sudan*
Belarus	Grenada	Mongolia	Suriname
Belize	Guatemala	Montenegro	Swaziland
Benin	Guinea	Morocco	Syrian Arab Republic*
Bhutan	Guinea-Bissau	Mozambique	
Bolivia	Guyana	Myanmar*	T
Bosnia and Herzegovina			Tajikistan
Botswana	H	N	Tanzania, United Republic of
Brazil	Haiti*	Namibia	Thailand
Bulgaria	Honduras	Nauru	The former Yugoslav Republic of Macedonia
Burkina Faso		Nepal	Togo
Burundi	I	Nicaragua	Tonga
	India	Niger	Trinidad and Tobago
C	Indonesia	Nigeria*	Tunisia*
Cabo Verde	Iran, Islamic Republic of *	O	Turkey
Cambodia*	Iraq*	Oman	Turkmenistan
Cameroon	Israel		Tuvalu
Central African Republic		P	U
Chad	J	Pakistan*	Uganda
China	Jamaica*	Palau	Ukraine
Colombia*	Jordan*	Palestinian Authority*	United Arab Emirates
Comoros		Panama	Uruguay
Congo, Democratic Republic of the*	K	Paraguay	Uzbekistan
Congo, Republic of the	Kazakhstan	Peru	
Costa Rica	Kenya	Philippines	V
Cote d'Ivoire	Kiribati	Poland	Vanuatu
Cuba	Korea, Democratic People's Republic of	Q	Venezuela
	Kuwait	Qatar	Viet Nam*
D	Kyrgyzstan		
Djibouti		R	Y
Dominica	L	Romania	Yemen*
Dominican Republic	Lao, People's Democratic Republic of*	Russian Federation	
E	Lebanon*	Rwanda	Z
East Timor	Lesotho		Zambia
Ecuador	Liberia	S	Zimbabwe
Egypt*	Libya*	Saint Kitts and Nevis	
El Salvador	Lithuania	Saint Lucia	
Equatorial Guinea		Saint Vincent and the Grenadines	

* Countries whose citizens are required to provide biometrics (fingerprint and photos).

HOTELS	Approximate room rates	Distance to the meeting venue (walking)	Remarks						
Hotel Le Dauphin 1025, De Bleury Montreal Tel: +1-514-788-3888 Fax: + 1-514-788-3889 E-mail: mtl_centre@hoteldauphin.ca Website: www.hoteldauphin.ca	Please request <u>CBD</u> or <u>ICAO</u> rates at the time of booking. Single: CAD 138 Double: CAD 148 Junior Suite: CAD 168 (single or double occupancy)	4 minutes	Rates include: <ul style="list-style-type: none"> • Breakfast • WIFI access 						
L'Appartement Hotel 455 Sherbrooke Street West Montreal, Quebec Tel.: +1-514-284-3634 Fax: +1-514-287-1431 E-mail: info@appartementhotel.com Website: www.appartementhotel.com	Please request <u>SCBD</u> or <u>ICAO</u> rates at the time of booking. Daily (D) and weekly (W) rates available. <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"><u>Studio:</u></td> <td style="width: 50%;"><u>1 bedroom suite:</u></td> </tr> <tr> <td>CAD 129 (D)</td> <td>CAD 141 (D)</td> </tr> <tr> <td>CAD 110 (W)</td> <td>CAD 127 (W)</td> </tr> </table> (rates for two bedroom suites, studio with double beds are also available, contact hotel directly)	<u>Studio:</u>	<u>1 bedroom suite:</u>	CAD 129 (D)	CAD 141 (D)	CAD 110 (W)	CAD 127 (W)	16 minutes	Rates include: <ul style="list-style-type: none"> • Buffet Breakfast • High speed internet • Daily newspaper • Local calls
<u>Studio:</u>	<u>1 bedroom suite:</u>								
CAD 129 (D)	CAD 141 (D)								
CAD 110 (W)	CAD 127 (W)								
Travelodge Montreal Centre 50, René-Lévesque Blvd. West Montreal, Quebec Tel.: +1-514-874-9090 Fax: +1-514-874-0907 E-mail: reserve@travelodgemontreal.ca Website: http://www.travelodgemontrealcentre.com/	Please request <u>CBD</u> or <u>ICAO</u> rates at the time of booking. Standard: CAD 99 Suite: CAD 149	8 minutes	Rates include: <ul style="list-style-type: none"> • Internet /WIFI • Continental buffet breakfast 						
Marriott Courtyard Montreal Downtown 380 Rene-Levesque Boulevard West Montreal, Quebec Tel: +1-514-398-9999 Website: http://www.marriott.com/hotels/travel/yuldt-courtyard-montreal-downtown/	Single room starting at CAD 161	5 minutes	Rates include: <ul style="list-style-type: none"> • WIFI 						
