

**Framework Convention
for the Protection of the Marine
Environment of the Caspian Sea**

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**CONFERENCE OF THE PARTIES
First Meeting
Baku, 23 – 25 May 2007**

Information for Participants

Meeting venue

The first Meeting of the Conference of the Parties to the Framework Convention for the Protection of the Marine Environment of the Caspian Sea (COP1) will be held in Baku, the Republic of Azerbaijan, from Wednesday 23 May to Friday 25 May 2007.

The meeting will be held at:

Gulustan Palace,
Avenue, İstiglaliyat 1
Baku, AZ 1000, Azerbaijan.

Registrations

Participants are kindly requested to register at the Entrance Hall, Ground Floor, Gulustan Palace.

Registration for COP1 will commence on 23 May 2007 from 8.30 to 10.00.

Based on the registration forms received by the Interim Secretariat from the participants, name badges will be prepared and handed over at the registration desk **only** upon the presentation of a valid identification card with a photo.

Delegates are kindly reminded that for security reasons the display of name badges is necessary for admission to the Gulustan Palace as well as the meeting rooms. In addition delegates are requested to have their personal identification documents (passports or other official documents with photograph) for entry into the conference venue.

Official opening

The official opening of the COP1 will take place at Gulustan palace on Wednesday 23 May 2007, at 10.00 in the main conference room.

Documents

Delegates are kindly reminded to bring their own copy of the meeting documents to the COP1 meeting, including the information documents. For reasons of economy, only Parties and Governments shall be provided with one set of documents per delegation.

Documents for the meeting are available on the website: <http://www.unep.ch/roe>. (« in Focus »)

Transport

To facilitate planning for the transfer of participants from Heydar Aliyev International Airport to the hotels and back, all participants are requested to fully complete the registration form including detailed information of their arrival and departure times.

Registration forms should be completed and returned to UNEP ROE by e-mail to: Elena.kvitsinskaia@unep.ch or by fax to +4122/917 8089

The Government of the Republic of Azerbaijan will also provide free of charge transport at prearranged times from the official hotels to the meeting venue and back. For those participants who wish to make their own way from the airport, kindly be informed that taxi fares are likely to cost between US \$10-20.

Visa Information

Participants to the meeting will need a visa stamp in their passports for entry into Baku, Azerbaijan. To obtain an entry-visa, which will be issued free of charge, applicants are requested to turn to the consular sections of the Embassies of the Republic of Azerbaijan abroad. However, and only if there is no Embassy of Azerbaijan, participants will be able to obtain their visas upon arrival at Heydar Aliyev International Airport of Baku. A completed visa application form plus 2 photos should be accompanied by a copy of the invitation letter to the meeting as well as a copy of nomination form.

General information

Zone time: GMT + 4 hours.

Capital: Baku City.

Language: Azerbaijani is the official language. Russian and Turkish are also widely spoken. English, German, French and Arabic are spoken by some people.

Religion: Islam is the main religion, with Orthodox Christian and Jewish minorities.

Currency: The local Currency is Manat. (0,86 AZM = 1 USD). Notes are in denomination of Man. 100, 50, 20, 10, 5, 1. Foreign currency may be exchanged at official exchange bureaus. Participants will have access to cash machines (ATM's).

Electric Current: Voltage is usually 220,50 Hz.

Tipping: Appreciated but not compulsory. Usually tips are given to taxi-drivers, waiters and hotel staff. VAT and service charges are however included in all bills.

Climate: During May the weather is often dry in Baku City with minimum temperatures of around 12-16° C and maximum temperatures of around 23-28° C.

Computers and Internet: Computers with access to the internet and email will be available to participants, free of charge, in the meeting area.

Taxis: Taxis can be ordered from hotels, as well as from the Reception at the meeting venue.

Accommodation

Delegates are responsible for making their own hotel bookings. The list of hotels is in **Annex 1**. It is recommended that delegates arrange their hotel accommodation as early as possible to secure rooms at the hotels. Delegates are requested to inform the interim Secretariat about their accommodation for arranging bus service.

Contact persons in Republic of Azerbaijan

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Annex I

Hotel Details

Name	Price					Breakfast include	Distance from the venue	Address
	Single	Double	Suite	Royal	Delux			
Absheron	65, 80 Azn	65, 80 Azn	115,120 Azn			5,10 Azn	close	674, Azadlig squ.
Empire	\$90	\$90				x	close	49, Khagani str
Metropol	\$120	\$140	\$150			x	close	33/35 -2 Hajibeyov str.
Azcot Guest House	\$110	\$110	\$160		\$130	x	close	7, H.Hajiyev str
Irshad	\$95	\$95			\$200	x	far	11A, Vagif str.
Old City Inn	\$80	\$100	\$110			x	close	Icheri Sheher, 16, Kichik Gala str
The Horizon	\$95	\$105	\$130			x	close	Icheri Sheher 6, Magomayev Lane
Girkan Inn	\$130	\$150	\$200			x	close	Icheri Sheher 8, Magomayev Lane
Meridian	\$180	\$190	\$230	\$340		\$10	close	Icheri Sheher 39, A. Zeynali str.
The Hyatt	230 Azn		310 Azn		255 Azn	20, 25 Azn	close	1, Bakikhanov str.
Park Inn	130 Azn	143 Azn				x	close	1, Azadlig ave.
Radisson (ISR Plaza)	283 Azn	306Azn				18, 20 Azn	close	340, Nizami str