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

Distr.: General
19 November 2012

Original: English

**CONFERENCE OF THE PARTIES
Fourth Meeting
Moscow, 10-12 December 2012**

INFORMATION NOTE FOR PARTICIPANTS

I. GENERAL

1. The Fourth Meeting of the Conference of the Parties to the Framework Convention for the Protection of the Marine Environment of the Caspian Sea is scheduled to be held from 10 to 12 December 2012 at the Golden Ring Hotel in Moscow, Russian Federation.

II. MEETING SCHEDULE

2. The tentative schedule for the Conference is as follows.

WORKING SESSIONS

3. The working sessions will be opened at 10:00 hours on Monday, December 10, 2012, in Meeting Hall "Sergiev Posad", Golden Ring Hotel. Guiding signs will show the way to the Meeting Hall.

HIGH-LEVEL SEGMENT

4. The Inaugural Session will start on December 12, 2012, at 10:00 with a welcome note from the host Government.

III. PRE-REGISTRATION OF PARTICIPANTS

5. A registration desk will be set up at the entrance of the Meeting Hall on the following day during the hours indicated:

10 December 2012

09:00-9:50 hours

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Participants attending the events are required to register and obtain meeting badges prior to the opening of the Conference on 10 December 2012.

6. For identification and security reasons, meeting badges should be worn visibly at all times during the meetings and at social functions.

IV. WEATHER

7. The average temperature in Moscow in December normally varies from 0 to -15°C. It might be snowing, wet-snowing, or raining. It is often windy and slippery after precipitation.

V. FOREIGN EXCHANGE AND BANKING FACILITIES

8. The currency in the Russian Federation is the Rouble. Foreign currency and traveller's cheques can be exchanged in banks and at exchange counters without restriction. The current rate of exchange against the United States dollar is approximately 31.6 Roubles as of mid-November 2012.
9. Major international credit cards, including Visa and MasterCard, are widely accepted at the hotels, department stores, restaurants, supermarkets and so on.

VII. HOTEL ACCOMMODATION

10. Official hotels include:

#	Name and address	Room cost	Description
1	<p>Golden Ring Hotel</p> <p>5 Smolenskaya street, Moscow, Russia, 119121 Tel: + 7 495 7250100 Fax: + 7 495 7250101 Email info@hotel-goldenring.ru http://www.hotel-goldenring.ru/eng/</p>	\$380 and higher	The five-star Golden Ring Hotel is located within the historical downtown of Moscow, opposite to the Ministry of Foreign Affairs of the Russian Federation, just a short distance from the Kremlin museums and the Red Square, close to many embassies, representative offices of foreign companies and the biggest International Exhibition Centre.
2	<p>Hotel Arbat</p> <p>12 Plotnikov lane, 119002, Moscow, Russia Tel: + 7 499 2712801 Fax: + 7 499 2712996 E-mail: reservation-arbat@president-hotel.ru http://www.president-hotel.ru/arat/index/lang/en</p>	\$290 and higher	The three-star hotel is located in the historical centre of Moscow and situated at one of the Stary Arbat line. Guests who chose this hotel get to the part of the city with ample opportunities for entertainment and acquaintance with the Russian culture.

VIII. PAYMENT OF HOTEL ACCOUNTS

11. Before departing from Moscow, participants are expected to settle directly with the respective hotels all accounts, including room charges and other expenses, such as for local and long-distance telephone calls, internet use, business centre use, laundry, room-service and hotel transportation services, as well as mini-bar items and restaurant and bar services. Participants are also responsible for any charges incurred with respect to rooms remaining vacant owing to their late arrival or rescheduled departure for which inadequate prior notice is given.

IX. RECEPTION ON ARRIVAL

12. Due to very high level of traffic load on Moscow streets there is a possibility to use a direct train from all Moscow airports to the downtown area of the city, and then use metro/taxi to get to the desired destination. Details of the trains are available at: <http://www.aeroexpress.ru/en/>, details of the metro are available at: <http://engl.mosmetro.ru/>.
13. Transportation for participants from/to the airports to/from the official hotels provided upon request.

X. LOCAL TRANSPORTATION

14. The official hotels are located in short walking distance from each other.
15. Participants not staying in one of the designated hotels are responsible for arranging for their own transportation to and from the airport as well as between their respective hotels and the meeting venue.

XI. PUBLIC TRANSPORT

16. Moscow has three international airports located in different areas around Moscow: Sheremetyevo (<http://www.svo.aero/en/>), Vnukovo (<http://www.vnukovo.ru/eng/index.wbp>) and Domodedovo (<http://www.domodedovo.ru/en/>). Taxis can be hired at the airports, prices vary depending on the airport starting from 1,800 Roubles (approx. US\$ 60) through 2,300 Roubles (approx. US\$ 80).
17. Moscow has a large well-developed public transport system: metro, trolleybuses, buses, and trams. Fixed price for one-way trip is 28 Roubles (US\$ 1).
18. Taxis within the city can be ordered at the hotel lobbies, on the streets, and at specialized locations. Prices depend on the taxi company and distance.

XII. MEETING DOCUMENTS

19. All information and documents of the event will be made available in English and Russian at <http://www.tehranconvention.org>.

XIII. INQUIRIES

20. Participants desiring further information or assistance may contact the following persons:

Contact person: Anatoly SAVELYEV (Mr.)

Tel/Fax: + 7 499 1650890, Tel.: +7 499 1656381, + 7 499 3670675, mobile + 7 926 3758048

E-mail: toto-22@yandex.ru; okpd@eco-cip.ru (please e-mail to both).