

**Workshop on Transboundary Conservation  
of the Amur tiger and Amur leopard in North-East Asia**

29 July 2019

Harbin, China

## **INFORMATION NOTE FOR PARTICIPANTS**

### **General Information**

#### **Venue**

The workshop will be held in the Conference Room 1101, ChengDong Building, Northeast Forestry University in Harbin, China.

#### **Registration**

Registration desk will be opened at 08:10 am on 29 July 2019 in front of the meeting room.

#### **Official Language**

The Forum will be conducted in English.

### **Accommodation**

**Xinglin Hotel** and **Qilu International Hotel** are block booked for participants, and the Forum Organizing Committee will assign one of the hotels to each participant. Participants can also arrange their own accommodation in Harbin through hotel booking website (such as booking.com; agoda.com).

<b>Room type and rate</b>	Standard room	RMB 398 (= USD 58) per night
	Tax and breakfast included	
<b>Payment</b>	Cash (CNY) or credit card (VISA)	
<b>Check-in/out</b>	Check-in after 14:00 / check-out by 12:00 *Please <u>show your passport</u> during check in.	
<b>Internet</b>	Free wifi	

1. **Xinglin Hotel** (or Expert Apartment) is located within the Northeast Forestry university.
  - **Note:** Due to another event scheduled from 30 July, all guests staying at the Xinglin Hotel should check out on 30 July.
2. **Qilu International Hotel** is 15-minute drive from the Northeast Forestry University. A shuttle bus will be arranged from/to the meeting venue.
  - Website: <http://qiluhotelhaerbin.com/>

**Note:** Please settle payment DIRECTLY with the hotel on all accounts, including room charges and other expenses, such as for local and long-distance telephone calls, business center use, laundry, room service and hotel transportation services, mini-bar items, as well as 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.



## Transportation

### ***From Harbin Taiping International Airport to the Xinglin Hotel or Qilu International Hotel***

#### **1. Airport pick-up and drop-off**

Airport pick-up/ drop-off service will be provided by the Forum Organizing Committee.

#### **2. Local transportation**

You can take a taxi from the airport to Xinglin Hotel or Qilu International Hotel. It will take approximately 40 minutes, and please prepare taxi fare in RMB (USD not acceptable) and pay as the meter shows. It normally costs less than RMB 100 for one-way trip, but the fare would be more expensive due to heavy traffic or driving at night. We highly recommend you prepare extra just in case.

Please show the below message to a taxi driver.

#### **To Xinglin Hotel**

请将送我到东北林业大学专家公寓.我是来华参加虎豹跨境保护国际研讨会的会议代表,请给我计价器打印票据,我按此付费谢谢!

Please drive me to the Expert Hotel of Northeast Forestry University. I am the representative who will attend an International Forum on Tiger and Leopard Transboundary Conservation. Please print the bill for the meter. I'll pay for it. Thank you.

**To Qilu International Hotel**

请将我送到哈尔滨齐鲁国际大酒店正门。我是来华参加虎豹跨境保护国际研讨会的会议代表，请给我计价器打印票据，我按此付费谢谢！

Please drive me to the Main entrance of Harbin Qilu International Hotel. I am the representative who will attend an International Forum on Tiger and Leopard Transboundary Conservation. Please print the bill for the meter. I'll pay for it. Thank you.

## Daily Subsistence Allowance

ESCAP/NEASPEC-sponsored participants will be provided with a Daily Subsistence Allowance (DSA) at the prevailing United Nations rate for Ulaanbaatar, which covers your accommodation, meals, local transportation as well as miscellaneous costs. Eligible participants are requested to submit the **original inbound boarding pass(es), e-ticket, and original receipt (only for those who book tickets by him/herself)**, and please bring them to the meeting.

Any participants who are unable to stay for the duration of the meetings are requested to inform the Secretariat as soon as possible after arrival, so that the DSA can be adjusted accordingly.

## Visa Requirements

All participants are advised to consult with the diplomatic mission of China in their respective countries regarding the latest applicable immigration requirements and, if necessary, to obtain an appropriate visa prior to their departure.

Please bring your visa support letter issued by the NFGA, ESCAP invitation letter, passport and other documents as requested by the Chinese embassy, to apply for visa required to enter China.

## Insurance

You are advised to arrange at your own expense insurance against sickness, accident, permanent or temporary disability, death and third-party risk for the period of the meeting. UNESCAP will **not** assume responsibility for any other expenditure, including the following:

- All expenses in the home country incidental to travel abroad, including expenditure for visa, medical examination, inoculations and other such miscellaneous items and internal travel to and from the airport of arrival and departure in the home country;
- Cost incurred by the participants in respect of travel insurance, accident insurance, medical bills or hospitalization fees in connection with attending the meeting;
- Compensation in the event of death or disability of participants in connection with attending the meeting; and
- Any loss or damage to individual property of participants while attending the meeting or losses or

damages claimed by third parties as a result of any negligence on the part of the participants

## General Information

### ***Foreign exchange rate***

Official currency of China is Yuan (CNY). As of 19 July 2019, the exchange rate for 1 USD is approx. 7 CNY.

### ***Weather***

The weather in Harbin in late July is quite hot and forecast normally between 18.6°C and 27.8°C.

### ***Electricity supply***

The standard electricity supply in China is generally 220V, 50HZ, AC, and the primary socket types are Chinese Grounded CPCS-CCC and Chinese Non-Grounded Class II.

## Contacts

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