

### EXPERT CONSULTATION ON SOCIO-ECONOMIC DEVELOPMENTS AND PROGRAMME PRIORITIES

## (Almaty, Kazakhstan, 8 December 2015)

# **INFORMATION NOTICE**

## 1. INTRODUCTION

The Expert Consultation on Socio-Economic Developments and Programme Priorities will be held on 8 December 2015 at the Grand Hotel Tien Shan located in Almaty city at 115, Bogenbay Batyr Street.

The Expert Consultation is organized by the Subregional Office for North and Central Asia of the United Nations Economic and Social Commission for Asia and the Pacific (ESCAP).

Participants of the Expert Consultation will include Government representatives from North and Central Asian countries, international and regional organizations and representatives of the academia.

## 2. **REGISTRATION OF PARTICIPANTS**

Participants are requested to register in front of the meeting room "Alatau" at the Grand Hotel Tien Shan, between 08:30 to 09:00 hours on 8 December 2015. Only the names of duly registered participants will be included in the list of participants of the meeting.

## 3. PASSPORTS AND VISAS

All participants should be in possession of a valid passport with an entry visa if required. Passport validity: 6 months from the last date of visa validity period. Please note that the visa processing may take up to 2 weeks. Visa applications should be submitted well in advance to the respective Embassy/Consulate in a country of residence.

The participants from the states, which have no representative offices of the Republic of Kazakhstan, may obtain a visa in consular post at the airport of Almaty.

#### More information can be found on the following website: <u>www.mfa.kz</u>.

Your request for issuance of a visa support letter should be sent to Ms. Lyazzat Palymbetova, tel. +7 727 3384404, mob. +7 701 6588826, e-mail: palymbetova@un.org.

#### 4. ACCOMMODATION

A suitable number of standard single rooms (approximately KZT 21 000 per night including breakfast) are pre-booked at the Grand Hotel Tien Shan located in Almaty city at 115, Bogenbay Batyr Street. This hotel is also the place where the Expert consultation meeting will be held.

Ms. Lyazzat Palymbetova (tel. +7 727 3384404, mob. +7 701 6588826, e-mail: palymbetova@un.org) will assist with your hotel reservation.

### 5. TRANSPORT/PICK-UP

The participants of the Expert Consultation are responsible for their transfer from airport to hotel and from hotel to airport.

### 6. INTERPRETATION AND VISUAL AID

Simultaneous interpretation in English and Russian as well as facilities for computer-aided presentations (e.g. PowerPoint) will be provided.

### 7. DAILY SUBSISTENCE ALLOWANCE

Participants whose travel is sponsored by ESCAP will be provided with a daily subsistence allowance at the prevailing United Nations rates in US dollars. In order to facilitate the payment of subsistence allowance, eligible participants are requested to submit copies of the passport, boarding passes and air tickets (including e-tickets) to the ESCAP Subregional Office for North and Central Asia staff in the conference room.

### 8. USEFUL INFORMATION

**Climate:** The climate in Kazakhstan is continental with cold winters and hot summers. In December, the temperature in Almaty usually varies from -5 to +5 °C.

#### Time: GMT+6

Smoking: In accordance with the law of Kazakhstan, smoking in public places is prohibited.

Banking services: ATMs are available in the majority of hotels.

**Currency:** The local currency is "Tenge". Most hotels and shops accept credit cards, including Visa and Mastercard.

**International calls:** For international calls, please dial: 8 + 10 + country code + dialed number.

**Emergency number:** 101 – Fire emergency; 102 – Police; 103 – Ambulance service.

**Electricity:** Voltage of the alternating current comprises 220 V with 50 Hz frequency. Sockets according to European standards have two round pin contacts.

Taxi services: For taxi services, please contact the hotel reception at the meeting venue.

### 9. FURTHER INFORMATION

Further information on the Expert Consultation can be obtained from:

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