



United Nations

ICCD/COP(12)/INF.1



Convention to Combat Desertification

Distr.: General
10 July 2015

Original: English

Conference of the Parties

Twelfth session

Ankara, Turkey, 12–23 October 2015

Information for participants

The twelfth session of the Conference of the Parties (COP 12) to the United Nations Convention to Combat Desertification (UNCCD) will be held from 12 to 23 October 2015 in Ankara, Republic of Turkey. This document contains general information for participants. Additional information will be provided in due course on the UNCCD website <www.unccd.int> and the COP 12 website of the host country <www.unccdcop12.gov.tr>.

1. Secretariat

The secretariat of the UNCCD is headed by the Executive Secretary, Ms. Monique Barbut, and based in Bonn, Germany, at:

Secretariat of the United Nations Convention to Combat Desertification
Langer Eugen
Platz der Vereinten Nationen 1
53113 Bonn, Germany
Tel.: + 49 228 815 2800
Fax: + 49 228 815 2898/99
E-mail: secretariat@unccd.int

2. Host country authorities

The Government of Turkey has established a national preparatory committee in charge of preparations for COP 12.

For the most up-to-date information, participants are encouraged to visit the host country COP 12 website <www.unccdcop12.gov.tr>.

GE.15-11696 (E)



* 1 5 1 1 6 9 6 *

Please recycle 



For any additional information, participants may contact:

Ministry of Forestry and Water Affairs
Beştepe Mahallesi Alparslan Türkeş Caddesi No: 71
Yenimahalle /Ankara, PK: 06510
Republic of Turkey
Tel.: + 90 312 2075704
Fax: + 90 312 2075756
E-mail: unccdcop12@ormansu.gov.tr

3. Venue of the session

COP 12 will be held at the Congressium Ankara-ATO International Convention & Exhibition Centre, in Ankara, at the following address:

Söğütözü Caddesi No: 1/A
06510 Çankaya
Ankara
Republic of Turkey
Tel.: + 90 312 285 0 385
Fax: + 90 312 285 0 057
Website: <www.congressium.com>

The session will open on Monday, 12 October 2015. Working hours will normally be from 10 a.m. to 1 p.m. and from 3 p.m. to 6 p.m. Meeting rooms will be made available for informal meetings without interpretation services, subject to arrangements being made with the secretariat.

4. Registration

Pre-registration for national delegations, United Nations specialized agencies and programmes, intergovernmental and non-governmental organizations, and the media will take place at the registration and accreditation centre at the Congressium Ankara-ATO International Convention & Exhibition Centre at the following times:

- Friday, 9 October from 9 a.m. to 1 p.m. and from 2 p.m. to 5 p.m.
- Saturday, 10 October from 9 a.m. to 1 p.m. and from 2 p.m. to 5 p.m.
- Sunday, 11 October from 9 a.m. to 1 p.m. and from 3 p.m. to 6 p.m.

Registration will start on Monday, 12 October at 8 a.m. and continue throughout the session on working days from 8 a.m. to 1.30 p.m. and from 2.30 p.m. to 5 p.m. Any changes to the opening hours of the registration desk will be communicated in the Official Journal of the session. Identity badges will be issued at the time of registration, and participants are requested to wear them at all times, as they will not be allowed access to the session venue without presenting them.

It is of the utmost importance that the credentials of each member of delegations attending COP 12 be accompanied with a passport-size photograph (see chapter 5 below for further information). This will ensure a speedy pre-registration procedure, which will greatly reduce waiting time for delegates at the session venue.

5. Credentials

The credentials of representatives of Parties and the names of alternate representatives and advisers must be issued either by the Head of State or Government or by the Minister for Foreign Affairs. To ensure full participation in the work of the conference, it is recommended that representatives of Parties be provided with full powers to participate in the session and, if necessary, to serve as officers of the COP and its subsidiary bodies, as well as of any committees or working groups of the session.

Credentials must be submitted to the UNCCD secretariat. The Bureau of COP 12 will examine the credentials and report to the session.¹ Observer States and intergovernmental and non-governmental organizations must also be accredited.

It is strongly recommended that participants fax a copy of their credentials in advance to the secretariat to facilitate their registration during the conference:

Fax: + 49 228 815 2898/99

6. Information for the media

Online registration for representatives from the media will be available from 1 July to 30 September 2015. After that, registration will be carried out at the accreditation and registration centre located at the Congressium Ankara-ATO International Convention & Exhibition Centre during pre-registration and registration hours, upon presentation of a valid press card. Applicants for media accreditation need to provide the following documentation:

- A letter of introduction from their bureau chief
- A copy of their passport (for foreign applicants) or a national identification card (for local applicants)
- One recent passport-size colour photograph
- A valid press card
- Duly filled accreditation form

The application form will be made available for download from the media section of the host country COP 12 website <www.unccdcop12.com> or from the UNCCD media webpage <<http://www.unccd.int/en/media-center/Pages/mediahome.aspx>>.

Applicants should send the above-mentioned documentation via e-mail or fax to the UNCCD secretariat:

E-mail: press@unccd.int

Fax: + 49 228 815 2898/99

For information concerning accreditation, please contact:

Ms. Wagaki Wischniewski

Tel.: + 49 228 815 2820

Fax: + 49 228 815 2898/99

E-mail: wwischniewski@unccd.int

All the conditions mentioned above apply to both local and foreign applicants. Applicants are advised to apply for accreditation ahead of the conference to be able to cover

¹ See document ICCD/COP(12)/19, to be issued in-session.

the opening sessions. On-site registration will be available for limited hours each day for the duration of the conference.

A dedicated press and media working space will be available at the conference venue.

Additional information on the Convention and COP 12 is available at <<http://www.unccd.int/en/about-the-convention/Pages/About-the-Convention.aspx>>.

7. How to reach the session venue

Flights

Esenboga International Airport is the main international airport serving Ankara, the capital city of Turkey. The distance from the airport to Ankara city centre is approximately 28 km.

Approximately 20 international airlines operate from Esenboga International Airport, which is the first airport in Turkey where domestic and international terminals are designed to be in the same area.

Turkish Airlines currently fly directly from Ankara to Moscow and Dusseldorf. From 1 October 2015, the airline will offer direct flights from Ankara to Frankfurt, Vienna, Baku, Brussels, London, Tehran and Amsterdam.

A UNCCD COP 12 information counter will be set up in the arrivals hall of the airport for conference participants. Participants will be presented with a welcome pack that includes maps of the city as well as information brochures on the transport network and facilities. A transport service organized by the host country will be provided on a commercial basis. Up-to-date airport shuttle and transfer information will be made available on the host country COP 12 website <www.unccdcop12.gov.tr>.

Airport buses are operated by Belko Air. Bus number 442 stops at multiple locations, including Aşti (from where intercity buses depart), Kızılay (the city centre) and Ulus (the historical centre of the city, close to the museums and baths). The price is 8 Turkish lira (TL). The bus service runs in a loop and buses depart frequently (roughly every 20 minutes). It is possible to take this bus from any of its stops back to the airport. Tickets can be bought on the bus after boarding.

A taxi drive from the airport to the city centre should cost around TL 60 to 80, depending on your destination.

How to reach the Congressium Ankara-ATO International Convention & Exhibition Centre

Congresium Ankara-ATO International Convention & Exhibition Centre is located approximately 34 km from Esenboga International Airport. Its exact location is indicated on the host country COP 12 website <www.unccdcop12.gov.tr>.

Local transportation in Ankara

Ankara is well connected by a good public transport network system.

The Ankara municipal bus service consists of an extensive and dense bus network, and is owned and operated by the Ankara Municipality.

Ankara Metro is a transport system which runs between the outer suburbs and the interstate bus terminal ASTI. It consists of three metro lines also owned and operated by the Ankara Municipality.

The payment system for municipal buses is based on multi-use magnetic cards which are also used for the metro. They are available as 2-unit cards costing TL 3.50, 3-unit cards costing TL 5.25, 5-unit cards costing TL 8.75, 10-unit cards costing TL 17.50 and 20-unit cards costing TL 35.00. Transfer between the bus lines and metro lines with the magnetic cards is possible within a period of 45 minutes for a cost of TL 0.59. The magnetic cards cannot be purchased on board buses; they have to be purchased beforehand at kiosks and metro stations.

Dolmuş are privately run minibuses. Passengers can get in and out anywhere on their route, and they can be hailed on the street in the same way as taxis. The prices range depending on departure point and destination, but are typically not more than TL 2 to 3.

Taxis are readily available and are probably the best way to get to your destination. They are relatively inexpensive. The fare shown on the meter reads according to distance travelled. The ride will start at TL 2.20 and the rate is TL 1.90 per kilometre. The rates for day and night are the same.

8. Accommodation

Participants are responsible for making their own accommodation arrangements, and are encouraged to finalize their booking and payment as early as possible.

A list of hotels for participants to book directly is provided on the website of the host country <www.unccdop12.gov.tr> and on the UNCCD website at: <www.unccd.int/Lists/SiteDocumentLibrary/COP/COP12/AnkaraHotels.pdf>.

9. Services available for participants at the session venue

Information on medical services and emergency numbers, postal, telephone, fax, photocopying and Internet services, cafeterias, bars, banking services, travel agency and any other additional services available for participants will be published in the Official Journal of the session.

10. Immigration formalities and customs regulations

Visa regulations

A visa may be required for entry into the Republic of Turkey. Participants concerned are strongly advised to seek information on visa requirements applicable to their case from Turkish diplomatic or consular missions in their home countries.²

Where a visa is required, applicants are strongly advised to apply as early as possible. To obtain a visa, applicants must hold a passport valid for at least 6 months, fill out a visa application form,³ provide a passport size photo and present a copy of confirmation of accreditation. A United Nations letter of invitation to COP 12 and/or a document issued by a relevant home country authority that proves official participation may facilitate obtaining a visa.

² A list of the Turkish diplomatic and consular missions is available at <www.mfa.gov.tr/turkish-representations.en.mfa>.

³ Visa application form can be downloaded at <www.mfa.gov.tr/data/KONSOLOSLUK/visaform.doc>.

Special visa-on-arrival arrangements will be made for the accredited participants from countries where no Turkish diplomatic or consular mission exists. Those participants can obtain their visas at border gates provided that they hold a passport valid for at least 6 months and a copy of confirmation of accreditation. A United Nations letter of invitation to COP 12 and/or a document issued by a relevant home country authority that proves official participation may facilitate obtaining a visa at border gates.

The Turkish authorities will do their utmost to facilitate entry procedures for all participants.

It should be noted, however, that a visa does not automatically confer the right to enter Turkey. In conformity with international law, permission to enter Turkish territory is granted at the discretion of Turkish authorities and may be denied.

For detailed information on immigration regulations please visit the Turkish Ministry of Foreign Affairs website at <www.mfa.gov.tr>.

Health regulations

There are no specific health requirements and no vaccinations are needed to enter Turkey.

Customs regulations

Information on the customs regulations in force in Turkey can be obtained from any Turkish embassy or consulate or at the website <www.gtb.gov.tr>.

Any delegate who fails to comply with the customs requirements regarding entry into Turkey may be prevented from entering the country by the local authorities.

11. Intervention at official meetings

United Nations General Assembly resolution 69/250 on the pattern of conferences requests the Secretary-General to, inter alia, redouble his efforts to ensure the highest quality of interpretation services.

In the interest of ensuring that meetings run smoothly, participants are reminded of the need to maintain a normal speed whenever delivering speeches or making statements, so that the provision of the required high-quality simultaneous interpretation services can be achieved to the entire satisfaction of all participants.

12. Side events

Participants who wish to organize side events during the conference are requested to apply to the secretariat using the following telephone, fax and/or e-mail contacts:

Tel.: + 49 228 815 2800

Fax: + 49 228 815 2898/99

E-mail: sideevents@unccd.int

The application form can be downloaded from the UNCCD website at <www.unccd.int> and should be submitted before 31 August 2015.

Participants are advised that the secretariat is responsible only for room allocation. Time slots and rooms will be accommodated according to availability on a first-come, first-served basis.

Should a side event require interpretation services, simultaneous interpretation from English/French/Spanish and vice versa can be made available on a commercial basis through:

Mr. Firat Tekbaş
Tel.: +90 533 966 60 25
E-mail: firat@zed.com.tr

A list of available services from local providers will be made available on the host country COP 12 website <www.unccdcop12.gov.tr>

Catering:
Mr. Kemal Sumer
Tel.: +90 533 966 60 64
E-mail: kemal@zed.com.tr

Participants are reminded that no side events may be organized during the COP 12 official working hours (see chapter 3 above) and the special segment of the conference (20–21 October).

A calendar of side and parallel events during COP 12 will be published in the Official Journal of the session and will also be available on the host country COP 12 website <www.unccdcop12.gov.tr>. For any additional information on side events, please refer to the guidelines posted on the UNCCD website.

13. Business Forum on Sustainable Land Management

The Business Forum on Sustainable Land Management will take place at the conference venue from 20 to 21 October alongside COP 12. The forum will bring together Chief Executive Officers and other business leaders, politicians, policymakers, government representatives, opinion leaders, experts and other stakeholders from across the globe to exchange views on the aspects related to combating climate change, land degradation neutrality and landscapes at risk.

The forum is co-organized by the host country, the Union of Chambers and Commodity Exchanges of Turkey, the World Business Council for Sustainable Development and the UNCCD secretariat. Private-sector representatives will discuss how to apply and how to scale up towards land degradation neutrality. For more information, please contact:

Ms. Senem YAVAŞ
European Union Department
Union of Chambers and Commodity Exchanges of Turkey
Tel.: +90 312 218 22 28
Fax: +90 312 218 23 84
E-mail: Senem.Yavas@tobb.org.tr

Ms. Violaine Berger
Director, Ecosystems & Agriculture
World Business Council for Sustainable Development
Tel.: +41 0 22 839 3121
Fax: +41 22 839 3131
E-mail: berger@wbcsd.org

Mr. Marcos Montoiro
NGO and Civil Society Liaison Officer
UNCCD secretariat
Tel.: + 49 228 815 2806
Fax: + 49 228 815 2899
E-mail: mmontoiro@unccd.int

14. Exhibition facilities

Limited space for exhibition facilities will be available to participants. Arrangements can be made through the secretariat depending on availability and on a first-come, first-served basis.

Participants wishing to set up exhibits are invited to contact Ms. Katya Arapnakova at:

Tel.: + 49 228 815 2864
Fax: + 49 228 815 2898/99
E-mail: exhibition@unccd.int

The secretariat is responsible only for the allocation of exhibition space. Applicants will be allotted a maximum of 9 m² of exhibition space, which will be assigned with due consideration of the relevance to the objectives of the Convention and equitable geographical distribution requirements. The deadline for the submission of requests to the secretariat is 31 August 2015.

Exhibitors will be responsible for the customs clearance of their exhibition material in accordance with the customs regulations of the Republic of Turkey. The secretariat may, however, provide assistance. Exhibitors will be responsible for their own stands. Set-up of exhibition structures must be done in consultation with the national preparatory committee. For all further information about additional equipment for exhibitors, including infrastructure and technology, as well as transport, shipment and storage, please contact: **Error! Hyperlink reference not valid.**

Mr. Ozgur Adiguzel
Tel.: +90 312 4461613
Mobile phone: +90 532 3749241
Fax: +90 312 4461641
Address: Ugurmumcu Cad 15/5 G.P.O. Cankaya / Ankara – TURKEY
E-mail: ozgur@echoorganizasyon.com

15. General information about the session venue

Information about Ankara

Ankara is the capital city of Turkey and the second largest city in the country after Istanbul. It is located at the heart of both Turkey and Central Anatolia. The population is around 4.5 million.

Information about hotels, restaurants, museums, sightseeing, transport and much more can be obtained on the website of the city at <http://www.arrivalguides.com/en/Travelguides/Europe/Turkey/Ankara>.

Currency

The national currency is the Turkish lira (TL or TRY).

USD 1 = approximately TL 2.70

EUR 1 = approximately TL 3.03

Weather

Ankara has a continental climate with dry warm summers. The month of October is characterized by rapidly falling daily high temperatures, with daily highs decreasing from 22°C to 15°C over the course of the month, exceeding 28°C or dropping below 8°C only one day in ten.

Electricity

The electricity supply in Ankara is 220 V at 50 Hz for mono phase. Plugs with two round pins are in use. An adaptor to connect appliances and/or a transformer may be needed.

Local time

The standard time is GMT + 2 hours.

Business hours

Banks:

Weekdays: 9 a.m. – 5 p.m.

Saturdays: closed

Sundays and national holidays: closed

Government offices and organizations:

Weekdays: 9 a.m. – 6 p.m.

Weekends and national holidays: closed

Post offices:

Weekdays: 9 a.m. – 5 p.m.

Saturdays: closed

Sundays and national holidays: closed

Department stores:

Weekdays: 9 a.m. – 10 p.m. (varies between stores)

Travel information

Further information on travel and tourism is available on the official tourism portal of Turkey <<http://goturkey.com/>>.

Further information on the conference is available on the UNCCD home page <www.unccd.int>.