



**United Nations
Environment
Programme**



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**Twenty-sixth meeting of the Open-ended Working Group
of the Parties to the Montreal Protocol
on Substances that Deplete the Ozone Layer
and associated meetings
Montreal, 3 to 6 July 2006**

INFORMATION NOTE FOR PARTICIPANTS

I. Venue

The Twenty-sixth Open-Ended Working Group (OEWG) of the Parties to the Montreal Protocol will be held in Montreal from 3 to 6 July 2006 at the following venue:

International Civil Aviation Organization (ICAO)
999 University Street (between Viger and St-Antoine streets)
Montreal, Quebec, Canada
Tel.: + 1 (514) 954-8219; Fax: + 1 (514) 954-6077

II. Registration and identification name badges

The registration for the meeting will take place at the lower atrium of the ICAO building and will start on Sunday, 2 July 2006, from 10 a.m. to 1 p.m. and from Monday, 3 July, through Thursday, 6 July, from 8 a.m.

Delegates are encouraged to pre-register on-line in the link that will be provided in the Secretariat's website (<http://ozone.unep.org> or <http://www.unep.ch/ozone>) as of 15 April 2006. Based on the received and duly completed pre-registration forms, name badges will be issued on site upon the presentation of a valid passport or an identification card with a photograph.

For security reasons, the display of name badges is mandatory for admission to the ICAO Conference Centre as well as to its meeting rooms. In addition, delegates are requested to have their valid passports and identification cards for entry into the ICAO Conference Centre.

III. Financial assistance to developing countries

Representatives of developing countries (Article 5 Parties) are invited to check the link to the notifications that will be posted as of 3 April in our website (<http://ozone.unep.org> or <http://www.unep.ch/ozone>). Limited funds are available to assist the participation of representatives from developing countries and countries with economies in transition Parties to the Protocol. Should your Government require such assistance, please submit your request to the Secretariat. In order to facilitate timely action on requests for funding, please make such requests by 15 May 2006, and include in the request the details of the participant to be assisted. Please note that only one participant's travel using the most appropriate economical fares and United Nations daily subsistence allowance may be covered for each country selected for assistance. For further enquiries regarding the financial assistance to be provided to one representative of your Government, please contact Ms. Ruth Batten (e-mail: ruth.batten@unep.org and fax Nos. 254 20 7624691, 7624692, 7624693)

IV. Opening of the meeting

The opening of the Twenty-sixth meeting of the Open-ended Working Group will take place at 10 a.m. on Monday, 3 July 2006 at the main plenary hall. The formal sessions of the meeting will be held daily from 10 a.m. to 1 p.m. and from 3 p.m. to 6 p.m.

V. Pre-session meeting documents

All official pre-session documents will be mailed to the Parties and others in the official address list of the Ozone Secretariat. The documents may also be downloaded from the Ozone Secretariat website (<http://ozone.unep.org> or <http://www.unep.ch/ozone>). Delegates are kindly reminded to bring their own copies of the pre-session documents for the meeting.

VI. Visas for Canada

Please apply for your entry visas from the Canadian Embassy or Consulate nearest to you. Information on visa procedures, including a list of relevant Canadian embassies, high commissions and consulates abroad, is available on the website of the Canadian Citizenship and Immigration offices (<http://www.cic.gc.ca/english/offices/index.html>). Our letter of invitation should be included in your request for entry visa. It is not possible for the Canadian authorities to grant visas upon arrival.

The website of the Canadian Citizenship and Immigration offices also indicates that many people do not require a visa to visit Canada. These include:

- Citizens of Andorra, Antigua and Barbuda, Australia, Austria, Bahamas, Barbados, Belgium, Botswana, Brunei, Cyprus, Denmark, Finland, France, Germany, Greece, Iceland, Ireland, Israel (National Passport holders only), Italy, Japan, Liechtenstein, Luxembourg, Malta, Mexico, Monaco, Namibia, Netherlands, New Zealand, Norway, Papua New Guinea, Portugal, Republic of Korea, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, San Marino, Singapore, Solomon Islands, Spain, Swaziland, Sweden, Slovenia, Switzerland, United States of America, and Western Samoa;
- Persons lawfully admitted to the United States for permanent residence who are in possession of their alien registration card (Green card) or can provide other evidence of permanent residence.
- British citizens and British Overseas Citizens who are re-admissible to the United Kingdom;
- Citizens of British dependent territories who derive their citizenship through birth, descent, registration or naturalization in one of the British dependent territories of Anguilla, Bermuda, British Virgin Islands, Cayman Islands, Falkland Islands, Gibraltar, Montserrat, Pitcairn, St. Helena or the Turks and Caicos Islands;

- Persons holding a valid and subsisting Special Administrative Region passport issued by the Government of the Hong Kong Special Administrative Region of the People's Republic of China;
- Persons holding passports or travel documents issued by the Holy See.

VII. Hotel information

In Annex A you will find a list of hotels in the vicinity of the ICAO building. The rates for these hotels are preferential ICAO rates. Delegates are kindly reminded that they have to make their own hotel reservations and to quote ICAO reference. During summer, there is a higher demand for hotels and therefore it is advisable to proceed with your bookings as soon as possible.

VIII. Transportation from airport to downtown Montreal

Pierre Elliot Trudeau International Airport (former Dorval Airport) is located about 30 minutes from downtown Montreal. Taxis are available at the airport and there is a shuttle-bus service every 30 minutes.

The fares (in Canadian dollars) are as follows:

Shuttle-bus: \$13 (one way) and \$22.75 (round trip)

Taxi: \$35 (fixed rate for one way trip)

For more information on the schedule of the shuttle-bus, you could access the timetable by clicking this link: http://www.autobus.qc.ca/anglais/pops-up_an/mtl_dorval_an.html

IX. Services to delegates

Delegates may also have access to the internet for their e-mails, free of charge, at the upper atrium of the ICAO Conference Centre. The plenary hall in ICAO also provides wireless internet access.

X. Medical insurance

Participants travelling to Canada are strongly advised to obtain medical insurance before leaving their home country. The insurance should cover medical, hospital treatment, repatriation expenses and life insurance.

The Ozone Secretariat/UNEP will not assume responsibility for these services.

XI. Side events and promotional material

Requests for side events should be made completing the attached form (Annex B) and sent to the Secretariat by e-mail (ozoneinfo@unep.org) or by fax (254 20 76624691, 7624692, 7624693). Be aware that the cost incurred by the renting of equipment will be borne by the requesting Organization.

Delegations requiring display of promotional material and publications should ship them to:

International Civil Aviation Organization (ICAO)
999 University Street
Montreal, Quebec, H3C 5H7
Canada

The parcels should be arranged to arrive not earlier than 26 June to the attention of Mr. Mike Biao and indicating the reference to the 26th OEWG – UNEP-Ozone Secretariat. Please make the necessary arrangements as ICAO staff would not be in the position to deal with customs clearance or payments associated with it.

A message indicating contents of the shipment should be sent to the attention of Ms. Martha Leyva by e-mail (ozoneinfo@unep.org) or by fax (254 20 76624691/ 7624692/ 7624693).

XII. Weather and local time information

The average temperature in Montreal during the month of July is between 15°C to 26°C with 86.4 mm average precipitation (<http://www.weather.com>) . The standard time zone will be GMT -4 hours.

XIII. Exchange rates

The Canadian Dollar is the national currency in Canada. The current exchange rate is:

1 Euro = approximately Can \$1.3718

1 USA \$ = approximately Can \$1.1522

For an update on the exchange rate, you could access the following website: <http://www.x-rates.com>
