

**INFORMATION FOR DELEGATES  
FOR THE  
UNITED NATIONS ENVIRONMENT PROGRAMME**

TENTH SPECIAL SESSION OF THE GOVERNING COUNCIL / GLOBAL MINISTERIAL ENVIRONMENT FORUM  
PRINCIPALITY OF MONACO, 20-22 FEBRUARY 2008

NINTH GLOBAL CIVIL SOCIETY FORUM  
PRINCIPALITY OF MONACO, 19 FEBRUARY 2008

**I. GENERAL INFORMATION**

**WEBSITES**

1. The Websites for the tenth special session of the Governing Council and its associated meeting, the ninth Global Civil Society Forum are as follows :

<http://www.unep.org/GC/GCSS-X>  
[www.pnue2008.gouv.mc](http://www.pnue2008.gouv.mc) [www.unep2008.gouv.mc](http://www.unep2008.gouv.mc)

**GEOGRAPHICAL LOCATION OF MONACO**

2. Monaco enjoys a geographic location at the heart of Mediterranean Europe and stretches along a narrow 4.4 kilometers (2.7 miles) strip of coast bordering the Mediterranean Sea. The Principality is nestled between the Alps and the Mediterranean Sea, bounded by the French Riviera to the west and the Italian Riviera to the east.

**ACCESS TO THE PRINCIPALITY OF MONACO**

3. The Principality of Monaco is accessible from all over the world and can be reached by plane, train or road.

**TIME ZONE**

4. Standard Time Zone : UTC/GMT + 1 hour  
Time Zone Abbreviation CET - Central European Time

**WEATHER**

5. In February, the average temperature in the Principality of Monaco varies from 12° / 15°C (53.6 F / 59 F). Web site: [www.meteo.fr](http://www.meteo.fr)

**VISAS**

6. To enter the Monegasque territory it is necessary to travel through France and hold a valid passport, visas and/or other forms of authorisations required by the French authorities. Visa application should be made to the French Embassy or Consulate or any

other country that is party to the Schengen agreement. The official letter of invitation to the UNEP/GCSSX/GMEF and/or to the UNEP/GCSF9 must be accompany the application.

For any further inquiry, please contact:

⇒ Contacts for Information on visa delivery and the welcome of delegations

**Ms Marina CEYSSAC**  
Directeur  
Direction des Relations Diplomatiques  
et Consulaires  
13, rue Emile de Loth  
98000-MONACO  
Tel : +377 98 98 19 63  
Tel : + 377 98 98 81 18  
E-mail : [mceyssac@gouv.mc](mailto:mceyssac@gouv.mc)

**Ms Audrey MAGNAN**  
Administrateur  
Direction des Relations Diplomatiques  
et Consulaires  
13, rue Emile de Loth  
98000-MONACO  
Tel : +377 98 98 19 59  
Fax : +377 98 98 88 36  
E-mail : [amagnan@gouv.mc](mailto:amagnan@gouv.mc)

7. Please note that the following countries do not require a short term visa (less than 90 days) to enter the French or Monegasque territories :

Germany	Greece	Panama
Andorra	Guatemala	Paraguay
Argentina	Holland	Poland
Austria	Holy See	Portugal
Belgium	Honduras	Romania
Bolivia	Hungary	San Marino
Bulgaria	Ireland	Slovakia
Chile	Iceland	Slovenia
Costa Rica	Italy	Spain
Croatia	Latvia	Sweden
Czech Republic	Liechtenstein	Switzerland
Denmark	Lithuania	Uruguay
El Salvador	Luxembourg	Venezuela
Estonia	Malaysia	
Finland	New Zealand	
	Nicaragua	
	Norway	

8. A valid Schengen visa allows you to stay on the territory of the Principality of Monaco and Shengen countries for a period that does not exceed 90 days.
9. For any further enquiry on all relevant visa issues (including health certification/insurance) that should be obtained, we strongly advise you to contact the French Embassy or Consulate of your home country.

### **INSURANCE COVERAGE**

10. Participants are advised to obtain a private insurance against possible loss, accidents, or damages occurring during their stay. The Principality of Monaco cannot be held responsible.

## **ELECTRICAL APPLIANCES**

11. In the Principality of Monaco, the electrical voltage is 220V/ 50MH - European plug type is used, therefore having converters to this type is recommended.

## **OFFICIAL LANGUAGE**

12. French is the Principality's first language, but some natives speak the ancient "monégasque". English and Italian are also widely spoken.

## **CREDIT CARDS**

13. Credit cards which are most commonly accepted in hotels, restaurants and shops are Visa, American Express, Mastercard and Eurocard.

## **II. REGISTRATION**

### **REGISTRATION OF THE DELEGATES**

14. We strongly recommend that pre-registration be done prior to your arrival in the Principality of Monaco, and badges be collected at the dates and times specified hereunder upon arrival in the Principality. Non pre-registered Delegates are requested to register as they arrive in the Principality. The registration desk, located on the Ground Level of the Grimaldi Forum, will be opened from Monday, 18 February 2008 at 2.00 p.m. until 7.00 p.m. and will continue until 12.00 noon on Friday, 22 February during meeting hours.

15. Delegates are reminded that the list of participants is based on the information provided by them at the time of registration and that inclusion in the list of participants is conditional upon official registration. UN sponsored delegates are requested to obtain from the registration desk at the time of registration, information and procedures related to payment of their allowance. All categories of the pre-registration forms are attached and can be downloaded from the websites listed above in paragraph 1.

Please fill the Pre- Registration Forms and send to the following address:

The Secretary of the Governing Council United Nations Environment Programme P.O. Box 30552-00100 Nairobi, Kenya  Cable address: UNITERRA NAIROBI  Telex: 22068 UNEP KE  Telefax: (254 20) 7623929, 7623748, 2171197, 7626865  E-mail: beverly.miller@unep.org
--

## **BADGES**

16. Badges will be issued to participants upon registration. For security reasons, all delegates are requested to wear the badges at all times. They will be collected at the registration desk.

## **LIST OF DELEGATES**

17. Copies of the list of participants will be available in the registration area for corrections.

## **NGO REGISTRATION AND OTHER FACILITIES**

18. We strongly recommend that pre-registration be done prior to your arrival in the Principality of Monaco, and badges be collected at the dates and times specified hereunder upon arrival in the Principality. Non pre-registered NGO are requested to register as they arrive in the Principality. The NGO registration desk, located on the Ground Level of the Grimaldi Forum, will be opened from Monday, 18 February 2008 at 2.00 p.m. until 7.00 p.m. during meeting hours.

## **MEDIA REGISTRATION AND OTHER FACILITIES**

19. We strongly recommend that pre-registration be done prior to your arrival in the Principality of Monaco, and badges be collected at the dates and times specified hereunder upon arrival in the Principality. Non pre-registered Media representatives are requested to register as they arrive in the Principality. The Media registration desk, located on the Ground Level of the Grimaldi Forum, will be opened from Monday, 18 February 2008 at 2.00 p.m. until 7.00 p.m. and will continue until 12.00 noon on Friday, 22 February during meeting hours. Please have valid press card and letter from your editor to facilitate the accreditation process.

The media centre is located at the Salle Camille Blanc on level - 2 of the Grimaldi Forum. The media centre will be open during meeting hours.

### ⇒ Press Accreditation

**Mr François CHANTRAIT**  
Directeur  
Centre de Presse  
10 Quai Antoine 1er  
98000-MONACO  
Tel : + 377 98 98 22 08  
E-mail : [pnue2008.press@gouv.mc](mailto:pnue2008.press@gouv.mc)

**Mrs Elisabeth KERROUX**  
Attachée de Presse  
Centre de Presse  
10 Quai Antoine 1<sup>er</sup>  
98000-MONACO  
Tel : + 377 98 98 22 29  
E-mail : [pnue2008.press@gouv.mc](mailto:pnue2008.press@gouv.mc)

**Mr. Nick Nuttall**  
Spokesperson  
Office of the Executive Director  
United Nations Environment Programme  
(UNEP)  
Nairobi, Kenya  
<http://www.unep.org>  
Phone: +254-20 7623084  
Mobile in Kenya 254 (0) 733 632755  
Mobile when travelling 41 79 596 57 37  
Fax 254 2 623692  
e-mail [nick.nuttall@unep.org](mailto:nick.nuttall@unep.org)

### III. MEETINGS

#### VENUE OF THE MEETINGS

Grimaldi Forum Monaco  
10, avenue Princesse Grace  
98000 Monaco  
Site web :  
[www.grimaldiformum.mc](http://www.grimaldiformum.mc)

20. An information desk will be provided throughout the Council/Forum at the Grimaldi Forum in Monaco.

⇒ Contact : Executive Committee of the Host Country

Mr Patrick VAN KLAVEREN  
Ministre Conseiller  
Délégué Permanent auprès des Organismes Internationaux  
à caractère scientifique, environnemental et humanitaire.  
13, rue Emile de Loth  
98000-MONACO  
Tel : + 377 98 98 81 48  
E-mail : [pvanklaveren@gouv.mc](mailto:pvanklaveren@gouv.mc)

#### RESERVATION OF MEETING ROOMS AND OFFICE SPACE

21. Meeting rooms are available for Regional Groups every day before the regular schedule meetings. Due to various drafting groups and special events, availability during lunch hours and after the regular meetings needs to be confirmed on a daily basis with Mr. Francisco Vasquez located at level-1 office 9 (telephone contact to be provided).

#### INTERPRETATION

22. Simultaneous interpretation will be available for the official meetings in the following languages: Arabic, Chinese, English, French, Russian and Spanish. Interpretation for regional or other groups will be provided if available. Delegates requesting interpretation in any other language than the official UN languages should contact the UNEP Secretariat in advance of the Council/Forum.

#### DOCUMENTATION

23. The main pre-session documents for the meetings are dispatched to the national focal points. Documents are also available at the UNEP web site at <http://www.unep.org/GC/GCSS-X>. Delegates are kindly reminded to bring their own documents. For reasons of economy and mitigation of environmental impacts, documents will be available only in limited numbers. Official documents will be available at the document distribution center in the Grimaldi Forum.

## IV. SERVICES FOR DELEGATES

### INTERNET CORNER

24. Free internet access is available from the Internet Corner, located at levels 0 and -1, in the Grimaldi Forum.

### HOTEL BOOKING

25. The hotel pre-booking form is attached. Your request for the pre-booking of your accommodation will have to be sent to the Monaco Government Tourist and Convention Authority. The hotels will forward to you their confirmation directly by fax or e-mail.

26. If you wish the secretariat of the host country to organise the pre-booking of your accommodation, please fill in the attached form and return it to the Monaco Government Tourist and Convention Authority.

⇒ **Contact : Information on Accommodation**

**Ms Marie-Catherine CARUSO-RAVERA**  
Director  
Convention Bureau  
Monaco Government Tourist and  
Convention Authority  
2a, Boulevard des Moulins  
98000-MONACO  
Tel : + 377 92 16 60 68  
E-mail : [pnue2008.reservation@gouv.mc](mailto:pnue2008.reservation@gouv.mc)

**Ms Nelly GASTAUD**  
Requests for hotel reservation  
Monaco Government Tourist and  
Convention Authority  
2a, Boulevard des Moulins  
98000-MONACO  
Tel : + 377 92 16 60 16  
E-mail : [pnue2008.reservation@gouv.mc](mailto:pnue2008.reservation@gouv.mc)

### TRANSPORT

#### **(i) AIR TRANSPORT**

27. The Nice-Côte d'Azur Airport is connected to 86 destinations - The Airport is connected to the main European "HUBS".

28. Assistance for transfers will be provided on arrival at the Airport.

29. The Principality of Monaco is accessible from Nice Côte d'Azur Airport by several means of transportation:

#### **(ii) Bus Transfer**

- Transfers carried out by the company « Rapides Côte D'azur - RCA »
- Tickets can be bought on board or at the company desk in Terminals 1 or 2
- One way Ticket : 16.50€
- Return Ticket : 24.00€

## Departures from Nice International Airport Terminal 1 & 2

Daily from 09.00am to 09.00pm (including weekends).

The line provides services to the hotels as follows :

- ❑ Bus stop "La Roseraie" - for the hotel Columbus
- ❑ Bus stop "Place d'Armes" - for hotels Tulip Inn Terminus Hotel, Ambassador and de France
- ❑ Bus stop "Direction du Tourisme" - for hotels Hermitage, de Paris, Le Métropole Monte-Carlo, Alexandra and Novotel
- ❑ Bus stop "Les Spélugues " - for hotel Fairmont Monte-Carlo
- ❑ Bus stop "Larvotto/les Plages " - for hotels Méridien Beach Plaza Hotel and the Monte-Carlo Bay Hotel & Resort

## Departures from Monaco to Nice International Airport Terminal 1 & 2

Week days: From 06.00am to 07.50pm

Week-ends : From 06.50am to 07.50pm

The line provides services from the following bus stops:

- ❑ Bus stop "Monte-Carlo Bay Hotel & Resort"
- ❑ Bus stop "Larvotto / Les Plages" - for hotel Méridien Beach Plaza
- ❑ Bus stop "Les Spélugues " - for hotel Fairmont Monte-Carlo
- ❑ Bus stop "Les Allées Lumières / Casino" - for hotels Hermitage, de Paris, Métropole Monte-Carlo, Alexandra and Novotel
- ❑ Bus stop "Place d'Armes" - for hotels Tulip Inn Monaco Terminus, Ambassador and de France
- ❑ Bus stop "La Roseraie" - bus stop for hotel Columbus

## Night Bus service for Terminal 1\*

From Thursday to Saturday (except holidays), the route "NoctAM'bus" provides 4 return trips from 10h00 pm to 5h15 am. One way ticket 1.30 €, with a security guard on the bus.

From Monaco to Terminal 1 only: 11.43 pm / 1.13 am / 3.01 am / 4.31 am

From Nice Côte d'Azur Airport Terminal 1 only : 10.00 pm / 11.30 pm / 01.00 am / 2.30 am

\*Terminal 2 : accessible from Terminal 1, 10 minutes walking

Monaco bus stops :

- ❑ "Place d'Armes", for hotels Ambassador, de France, Tulip Inn, Columbus,
- ❑ "Le Portier", for hotel Fairmont Monte-Carlo hotel
- ❑ "Larvotto / Les Plages", for hotels Méridien Beach Plaza and Monte-Carlo Bay

**NICE COTE D'AZUR AIRPORT**  
Transfer by RCA Bus and NocTAM BUS - Schedule

Schedule available daily

Thursday evening - Friday evening - Saturday evening

**Terminal 1 & 2**

**Terminal 1**

Departures Airport - Monaco	Departures Monaco - Airport	Departures from Airport -NocTAM'Bus	Departures from Monaco NocTAM'Bus
09h00	06h05	22h00	23h32
10h00	06h55	23h30	01h02
11h00	07h55	01h00	02h32
12h00	08h55	02h30	04h02
13h00	09h55		
14h00	10h55		
15h00	11h55		
16h00	12h55		
17h00	13h55		
18h00	14h55		
19h00	15h55		
20h00	16h55		
21h15	17h55		
	18h55		
	19h55		

**(iii) Taxi Transfer availability**

- Minimum rate is 80.00€ - Monaco to Nice Airport\*
- From Nice Airport : "Nice Taxi Riviera" - phone +33 4 93 13 78 78
- From Monaco - Phone: 08 20 20 98 98

\* Refer to bus transfer

**(iv) Train**

International trains from the main European cities arrive at the Monaco/Monte-Carlo station, which is located in the city center.

Arrival information can be obtained from the "Point d'Information" at the train station.

**(v) Road**

Monaco is connected by motorway to main European cities.

**(vi) Public transportation**

Five bus routes serve the entire city of Monaco - daily from 7.00 am to 09.00 pm. Information is available from the web site : [www.cam.mc](http://www.cam.mc)

Presentation of your registration badge to the bus driver will grant you free access to all bus routes within the Principality from February 18<sup>th</sup> until 23<sup>rd</sup> 2008.

#### Monaco bus routes :

##### □ Route 1 : Monaco-Ville <=> Saint Roman

From Boulevard Albert 1<sup>er</sup> ( Train station)  
Portier (Grimaldi Forum - conference site)  
Avenue des Spélugues ( for Hotel Fairmont Monte-Carlo and Métropole Monte-Carlo)  
Casino (for Hotel de Paris and Hotel Métropole Monte-Carlo)  
Casino "Tourisme" ( for Hotel Alexandra)

##### □ Route 2 : Monaco-Ville <=> Jardin Exotique

From Boulevard Albert 1<sup>er</sup> (train station)  
Avenue d'Ostende (for Hotel Hermitage and Hotel de Paris)  
Crémaillère (direct access to the city of Beausoleil)  
Boulevard de Belgique (for Novotel)

##### □ Route 4 : Condamine <=> Place des Moulins

From Boulevard Charles III  
Boulevard Rainier III (For Hotel Ambassador)  
Casino "Tourisme" (for Hotel Alexandra)

##### □ Route 5 : Fontvieille <=> Hôpital

This route doesn't offer any connection between the Hotels and Grimaldi Forum.

##### □ Route 6 : Fontvieille <=> Larvotto

From Stade Louis II (*Monaco Football Stadium*)  
Roseraie (for Hotel Columbus)  
Boulevard Albert 1<sup>er</sup>  
Casino "Tourisme" (for Hotel Alexandra)  
Portier (for Hotel Métropole Monte-Carlo and Hotel Fairmont Monte-Carlo )  
Avenue Princesse Grace (For Grimaldi Forum Monaco - conference site)  
Plage ( for Hotel Meridien Beach Plaza)  
Monte-Carlo Sporting Club (for Monte-Carlo Bay Hotel & Resort)

### TELEPHONE CALLS

30. All major long-distance phone carriers provide easy access for making calls using their calling card codes from any phone or hotel. Paying calling cards are available within the Principality. The Principality of Monaco international phone code is 377.

### MONEY AND EXCHANGE

31. The official currency of the Principality of Monaco is the Euro (€).

Three foreign exchange counters are open daily, including weekends and holidays.

- Compagnie Monégasque de Banques - Main Hall - Grimaldi forum (Ground O)
- Compagnie Monégasque de Change, Parking du Chemin des Pêcheurs (Monaco-Ville)
- Monafinances, 17 avenue des Spélugues (500 m from the conference site)

Please enquire at your hotel for the nearest "bureau de change".

Money can be withdrawn using a cash card or a credit card from one of the many cash machine around the city. A machine is also available in the Grimaldi Forum.

### **BUSINESS CENTER**

32. Business centers are available in most hotels.

### **POST OFFICE**

33. A special post office desk will be at your disposal and located on the Ground Level of the Grimaldi Forum throughout the meetings.

### **COURIER SERVICES**

34. The special post office located on the ground level of the Grimaldi Forum will give all information needed.

### **CATERING SERVICES**

35. A cafeteria will be opened at 12.00 noon during the meetings at the Grimaldi Forum. A Restaurant's booklet will also be provided at the Information desk at the Grimaldi Forum.

### **MEDICAL SERVICE**

36. Medical service will be provided at the Grimaldi Forum.