



Executive Council

Ninety-ninth session
Samarkand, Uzbekistan, 1-4 October 2014

CE/99/Note Inf.1 rev.1
Madrid, 28 August 2014
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Information Note 1

1. Place and dates of the session

In accordance with decision CE/DEC/19(XCVIII) adopted at its ninety-eighth session held in Santiago de Compostela, Spain, the Executive Council will hold its ninety-ninth session on **1-4 October 2014** in **Samarkand, Uzbekistan**, by invitation of the Government of the Republic of Uzbekistan. An **opening ceremony**, followed by a **welcome dinner**, is scheduled to be held on **Wednesday, 1 October, at 19:00**, at the **Registan Plaza hotel**. The working sessions of the Council will take place at the **Samarkand Reception House**.

2. Contact details of the organizers

UNWTO coordinators	Host country coordinators
<p>Mr. Munir RAYES Chief of Conference Services Tel.: +34 915 678 189 E-mail: conf@unwto.org</p>	<p>Mr. Farrukh RIZAEV Chairman of the NC "Uzbektourism" Tel.: (+998 71) 233-54-14 E-mail: frizaev@uzbektourism.uz</p>
<p>Ms. Azucena PERNÍA Senior Assistant, Conference Services Tel.: +34 915 678 188 E-mail: council@unwto.org</p>	<p>Mr. Diyor PULATOV Head of the Department on International Relations, Investment and Grants Attraction Tel.: (+998 71) 233-84-31 E-mail: dpulatov@uzbektourism.uz</p>
<p>Mr. Dmitriy ILIN Senior Assistant Tel.: +34 915 678 167 E-mail: dililn@unwto.org</p>	<p>Mr. Bobur ALMETOV Silk Road Office in Uzbekistan Mobile: (+998 93) 500-33-35 E-mail: bobur_alm@mail.ru</p>

3. Registration for the Council session and badges

Registration for the Council session will be carried out online. Participants are kindly reminded that **the registration system requires uploading an appropriate ID-type photo**. All participants are kindly requested to bear that in mind when completing the registration form on the UNWTO website at <http://lmd.unwto.org/event/executive-council-ninety-ninth-session>.



Participants are also advised to register persons (spouse, children...) who may be accompanying them. Such registration is possible under *Guest Information* on the online registration form.

For security clearance purposes, all participants are urged to register online by **Monday, 15 September 2014**. Identification badges will be issued in the lobby of the Registan Plaza hotel to all those who have duly completed their online registration.

4. Status of participants

The Government of the Republic of Uzbekistan will take the necessary steps to facilitate the arrival, stay and departure of all participants invited by the Organization.

During their stay, participants will enjoy the privileges and immunities accorded to delegates in events of the UNWTO, in accordance with the provisions of the Convention on the Privileges and Immunities of the Specialized Agencies of the United Nations.

5. Entry formalities

Free visas will be issued to all participants having duly registered online, upon presentation at the relevant Uzbek consular services of the personalized convocation letter.

Participants who may not be able to obtain an entry visa from their countries of residence will be issued free visas by the Government of Uzbekistan upon arrival at Tashkent airport, provided they have, by **Monday, 15 September**:

- (a) duly completed their online registration,
- (b) completed the online visa request form, at the following website of the Ministry of Foreign Affairs of the Republic of Uzbekistan: http://evisa.mfa.uz/evisa_en/,
- (c) sent the completed visa request form and a scanned copy of their passport to the focal points listed below.

Once the above formalities are duly completed, the Ministry of Foreign Affairs of the Republic of Uzbekistan (<http://www.mfa.uz/en/consular/visa/>) will issue a letter to these participants, so that they can present it to the airline companies before boarding the planes bound for Tashkent.

UNWTO	Host country
Ms. Johanne Thébaud Senior Protocol Officer jthebaud@unwto.org protocolo1@unwto.org	Mr. Oybek Razzakov Second Secretary of Consular Department at the Ministry of Foreign Affairs of the Republic of Uzbekistan Tel.: (+998 71) 236-27-07, (+998 71) 233-79-57 Fax: (+998 71) 233-73-40 info@tiv.uz

6. Flying to Uzbekistan and discounts on airfares to Tashkent

Uzbekistan is located in Central Asia. Its capital, Tashkent, receives more than 80 flights a week from 30 countries of various regions of the world, including America, Europe, the Middle East, Southeast and Central Asia and the CIS.

The following airlines offer reduced rates to participants:



Uzbekistan Airways will provide a 50% discount on international flights for all participants of the ninety-ninth session of the Executive Council. To benefit from this discount, participants are kindly requested to contact Mr. Dmitry Ilin at dilin@unwto.org before making their bookings.



Air France and KLM are offering discounts of up to 15%. Tickets can be booked through the web page created by Air France and KLM for the ninety-ninth session of the Executive Council of the UNWTO: <http://www.airfranceklm-globalmeetings.com/?eid=23151AF>. They can also be issued by Air France and KLM (please indicate event code: 23151AF and provide proof of participation in the Council session). This offer will be valid from 26 September to 9 October 2014.



LUFTHANSA is offering discounts of up to 10% for participants of the Council. To book a ticket, visit the website www.lufthansa.com/event-booking_en, and indicate the event code: ESZEMFE. This offer will be valid from 24 September to 11 October 2014.

7. Access to Samarkand, reception at the airport and transfers



The Government of the Republic of Uzbekistan will arrange a welcome service for all participants at **Tashkent International Airport**. Assistance will be offered to complete entry formalities.

If unable to make your bookings from Tashkent to Samarkand directly, please contact:

➤ For flights bookings:

Mr. Rustam Kurganbaev
Uzbekistan Airways
Office: +99871 1402096
Mobile: +99890 3290211
rustam.kurganbaev@uzairways.uz
rustam.kurganbaev@uzairways.com

➤ For train bookings:

Mr. Fozil Sharipov
"Uzjeldorpass"
Office: +99871 2997166
Mobile: +99893 5000450
uzjeldpass@mail.ru

For further information on domestic flight and train tickets, please contact Mr. Dmitriy Ilin at dilin@unwto.org.

Connections from Tashkent to Samarkand are available as listed below:

Departure from Tashkent	Arrival in Samarkand	Flight number/Train
Monday 29 September, 8:00	10:08	Speed Train Afrosiyob
Monday 29 September, 8:05	09:00	Uzbekistan Airways (HY1315)
Tuesday 30 September, 8:00	10:08	Speed Train Afrosiyob
Tuesday 30 September, 22:00	22:55	Uzbekistan Airways (HY....)
Wednesday 1 October, 8:00	10:08	Speed Train Afrosiyob
Wednesday 1 October, 8:50	9:45	Uzbekistan Airways (HY1315)
Wednesday 1 October, 12:00	12:55	Uzbekistan Airways (HY....)
Wednesday 1 October, 17:15	18:10	Uzbekistan Airways (HY1311)

Participants staying overnight in Tashkent on 30 September can benefit from a 50% discount at **Lotte City Hotel** (www.lottecityhoteltashkent.com).

Connections from Samarkand to Tashkent are available as listed below:

Departure from Samarkand	Arrival in Tashkent	Flight number/Train
Friday 3 October, 17:00	19:10	Speed Train Afrosiyob
Friday 3 October, 23:00	23:50	Uzbekistan Airways (HY....)
Saturday 4 October, 08:05	08:55	Uzbekistan Airways (HY1316)
Saturday 4 October, 18:00	20:10	Speed Train Afrosiyob
Saturday 4 October (from Bukhara), 17:00 (free charter flight) – for technical visit attendees	18:05	Uzbekistan Airways

The International Airport and the railway station of **Samarkand city** are both located just 15 minutes from the Council venue and the historical centre of the city. The main hotels selected for the Council are also located in the centre of Samarkand in the immediate vicinity of the session venue.

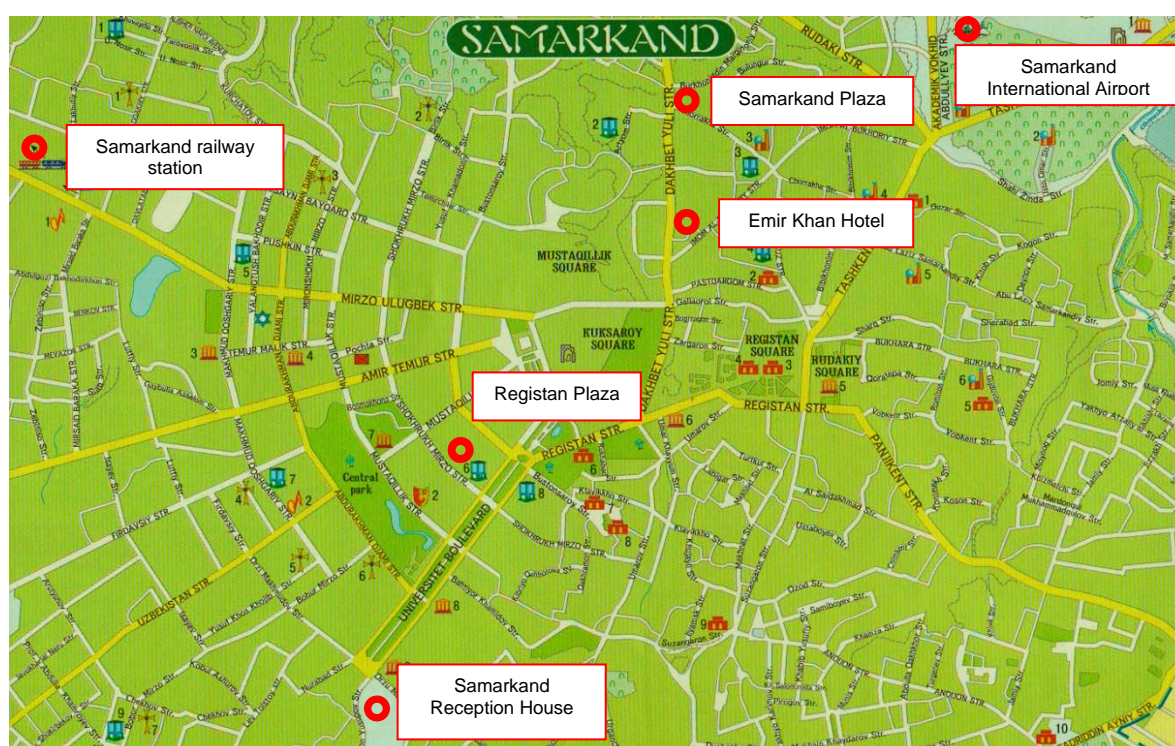
The host authorities will provide a shuttle service from/to the main hotels for the opening ceremony, the working sessions and the social events.

To enable the Uzbek authorities to properly organize the entry formalities, the welcome, transfers and shuttle services, participants must complete and submit the online registration form by **Monday, 15 September 2014** (<http://imd.unwto.org/en/event/executive-council-ninety-ninth-session>), indicating their arrival and departure flight information, and their accommodation details.

8. Accommodation

The hotels listed below offer participants discounted rates. Delegates are requested to make their reservations by directly contacting the hotels, indicating their status as participants in the UNWTO Executive Council. Rooms will be blocked for delegates at these hotels until 18 September 2014. Prices below include VAT but do not include the tourist tax amounting to US\$2 per day.

Hotel	Contact details	Room type	Rate with breakfast (in US\$)		Driving distance from venue
4* Registan Plaza (165 rooms)	53 Shokhrukh str, Samarkand 140100 Uzbekistan Mr. Eshonkulov Azamat Tel: (+998 66) 233-40-86 Fax: (+998 66) 233-49-76 info@registan-plaza.com www.registan-plaza.com	Standard	50 SGL	50 DBL	10 minutes
4* Samarkand Plaza (18 rooms)	24 Shokhrukh str, Samarkand 140120 Uzbekistan Tel: (+998 66) 232-40-99, 232-26-33 Fax: (+998 66) 232-19-62 info@hotelsamarkand-plaza.com www.hotelsamarkand-plaza.com	Standard	72 SGL	94 DBL	15 minutes
4* Emir Khan Hotel (60 rooms)	46 "A" Dagbit str, Samarkand 120140 Uzbekistan Tel: (+998 66) 235-00-24, 235-00-48 Fax: (+998 66) 235-00-38 hotelemirkhan@gmail.com http://emirhan.uz/?lang=en	Standard	75 SGL	82 DBL	15 minutes



9. Working languages

The documents for the Council session will be available in Arabic, English, French, Russian and Spanish. Simultaneous interpretation will be provided in these five languages.

10. Working documents

Delegates are kindly requested to take note that the working documents **will NOT be distributed on paper** at the venue of the event. Therefore, **delegates are kindly requested to bring with them copies of the documents they wish to have on paper**. All the documents will be posted at the following link: <http://lmd.unwto.org/en/event/executive-council-ninety-ninth-session> within the timeframes established by the Statutes. Delegates will be notified by e-mail of the posting of the documents.

11. International media

International media attending the Executive Council is required to contact the Embassy of Uzbekistan in Madrid (embajadauzbekistan@gmail.com; tel. + 34 91 310 16 39) by 5 September 2014 to request due accreditation, without which media will not be able to attend.

12. Internet access

A room equipped with several computers with free Internet connection will be set up and made available to delegates.

13. List of participants

A **provisional list** of participants will be sent in advance to all registered participants. It will be available for consultation at the information desk.

The **final list** of participants will be completed on the basis of the data entered by delegates and observers in their registration forms. It will be sent to participants shortly after the closure of the Council session. It will be also posted on the UNWTO website.

14. Provisional programme

- **Wednesday, 1 October**

10:00-19:00	Registration at the Registan Plaza hotel
11:30-18:30	Social programme
12:00-16:00	Programme and Budget Committee (PBC) (including lunch)
16:00-18:00	Working Group on Official Development Assistance (ODA)

19:00-21:00	Opening ceremony and welcome dinner, courtesy of the Administration of the Samarkand Region Welcome remarks by: <ul style="list-style-type: none"> • Uzbek authorities (Chairman of Uzbektourism) • Chair of the Executive Council • UNWTO Secretary-General
21:00	Return to the main hotels

- **Thursday, 2 October**

8:00	Departure to Registan Plaza from other hotels to complete registration
8:45	Departure from Registan Plaza to Council venue
9:30-10:00	Opening session <ul style="list-style-type: none"> • Official opening ceremony by the Uzbek authorities • Statement by the UNWTO Secretary-General
10:00-13:00	Morning session Agenda items 1 to 4
13:00	Group photo for heads of delegation
13:15-14:45	Buffet lunch Working lunch of the Committee for the Review of Applications for Affiliate Membership (<i>by invitation</i>) PBC Working lunch (TBC) (<i>by invitation</i>)
15:00-18:00	Afternoon session Agenda items 5 to 8
18:00	Return to the main hotels
18:40	Departure from the main hotels for dinner
19:00-21:00	Dinner offered by the Government of Uzbekistan
21:15	Return to the main hotels

- **Friday, 3 October**

9:15	Departure from the main hotels to Council venue
10:00-13:00	Morning session Agenda items 9 to 11
13:30-14:00	Press conference at Registan Plaza
13:30-15:00	Buffet lunch
15:30-18:00	Social programme
18:30-20:00	Dinner offered by Uzbektourism
21:30	Departure from the main hotels to Samarkand airport
23:00	Flight departure to Tashkent

- **Saturday, 4 October**

9:00	Departure from the main hotels to Samarkand airport
10:00	Departure on charter flight to Bukhara
10:40-13:00	Technical visit to the city of Bukhara
13:00-14:30	Buffet lunch, hosted by Uzbekistan
15:00-16:30	Technical visit (continued)
17:00	Departure of charter flight to Tashkent

15. Practical information

- **Local currency and exchange rates:** The official currency of Uzbekistan is the Uzbekistani som (UZS). The applicable exchange rate as at 12/08/2014 is 3159.26 UZS per 1 euro (EUR) and 2340.19 UZS per 1 US dollar (USD)
Banks are open from 9:00 to 17:00, Monday to Friday. Exchange offices can be found all around Samarkand, and are clearly marked. Currency exchange services are available at the hotels as well. ATMs are also widely available around the city. All shops accept major credit card (VISA).
- **Weather:** The temperature ranges between 20 and 25 °C during the day. In the evening, a light jacket can be useful.
- **Official language:** Uzbek
- **Local time in Samarkand (October):** GMT +5.
- **Electricity:** Electric power in Samarkand is 220 volts, 50 hertz alternating current. Outlets follow the European standard and take plugs with two round pins. Please make sure that the electrical devices you will be using are suitable for this voltage. Otherwise, transformers or batteries are advisable.
- **Health requirements and precautions:** There are no vaccination requirements for international visitors.
- **Medical services:** Samarkand has an extensive network of health centres (primary care services) and hospitals. The venue of the meeting will have a medical service providing first aid.

16. Tourist information

On Uzbekistan:

www.welcomeuzbekistan.uz