



## 12<sup>th</sup> MEETING OF THE STANDING COMMITTEE

31 January – 01 February 2017, Paris, France

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### GENERAL INFORMATION FOR MEETING PARTICIPANTS

#### Meeting date and venue

The meeting will be held from Tuesday 31 January to Wednesday 01 of February 2017 at the premises of the French Ministry of Environment, Energy and the Sea in Paris, France (at Tour Séquoia, Place Carpeaux - 92055 La Défense, Paris).

The meeting will be opened at **09:00 on Tuesday 31** and is scheduled to finish at **17:00 on Wednesday 01 February 2016**.

The Ministry is located in the La Défense business district in the Parisian suburb of Puteaux and can be reached by taking the **Metro line number 1** or **RER A** to the “**La Défense Grande Arche**” station. Detailed information on how to reach the Ministry is provided below, as well as in Annex 1 to this information sheet.

The meeting will be located in the **Tower Séquoia, Room R1C**. A registration desk in front of the meeting room. Registration will be open from 08:00 - 09:00 on 31 January. Please be aware that you will have to pass through security when entering the building and make sure to allow sufficient time for the security check. Please bring your Passport as ID. All delegates will be guided to the meeting room.

#### Meeting contact numbers

In case of any questions or if you require assistance, please contact the meeting organisers:

- Francois Lamarque (French Ministry of Environment) at: + 33 6 13 60 82 73  
(francois.lamarque@developpement-durable.gouv.fr)
- Marie-Therese Kämper (UNEP/AEWA Secretariat) at +49 175 57 000 56  
(mt.kaemper@unep-awa.org)
- Mélanie Miettinen (OMPO) at: + 33 1 44 010510 (ompo@ompo.org)

#### Accommodation

Rooms will be reserved for funded participants and details regarding the hotel arrangements will be communicated to those participants directly.

Non-funded participants are kindly requested to make their own hotel bookings.

## Visas

All registered meeting participants requiring visas will be provided with personal invitation letters as well as verbal notes to support their visa applications. Please note that it is absolutely necessary that you obtain your visa before travelling to France. France does not issue visas on arrival and airlines will not allow you to board your flight to the Schengen area without a valid visa.

Participants experiencing any difficulties with immigration or customs upon arrival in France should contact the meeting organisers (see contact information above).

## Arrival at the airport

**Paris Charles de Gaulle Airport (CDG)** is located approx. 23 kilometres northeast of Paris and has extensive road and rail links to the capital city. From CDG Airport, it takes about 45 minutes to get to the centre of Paris.

There are three terminals at Paris Charles de Gaulle Airport - also known as Paris Roissy - which are connected by free shuttle buses.

The quickest & least expensive way from Roissy-Charles de Gaulle (CDG) Airport to Paris is by taking the RER B city train leaving from either CDG Terminal 2 or Roissypole (RER trains for CDG Terminal 1 and CDG Terminal 3). For further details and ticket prices etc. please see: <http://parisbytrain.com/charles-de-gaulle-airport-cdg-to-paris-by-train/>.

**Paris Orly Airport (ORY)** is located 14 km south of central Paris, on the opposite side of the city from Charles de Gaulle. It has two terminals, Orly-Sud and Orly-Ouest.

Transportation options into Paris include the train, several bus lines, taxis, and shuttle vans. For more information, please see: <http://www.airport-orly.com/trains-and-metro.php>.

## Arrival by train

Paris can be reached by train from all major European cities. All seven stations bring you right into the heart of the city: Gare du Nord, Gare de l'Est, Gare Saint-Lazare, Gare Montparnasse, Gare de Lyon, Gare de Bercy, Gare d'Austerlitz. Centrally located and each with specific destinations, they offer smooth connections with the public transport network (metro, RER, bus). For more information regarding train connections and prices, please see: <http://www.sncf.com/en/passengers>.

## Meeting language, documents and Wi-Fi

The meeting language will be English.

All meeting documents will be made available online on the AEWA website in English:

<http://www.unep-aewa.org/en/meeting/12th-meeting-aewa-standing-committee>

Hard paper copies of the meeting documents will not be distributed before or during the meeting. However, free wireless internet will be available to all participants in the meeting room.

## Meals

The Ministry will provide Lunch free of charge for all meeting participants on the two meeting days, as well as a cocktail on the first evening. Likewise, complementary refreshments will be provided during the mid-morning and mid-afternoon coffee breaks.

## Currency

The currency in France is the EURO € (EUR).

## Official language and local time

The official language is French.

France is in the Central European Time Zone and is GMT/UTC + 1h.

## Weather

The weather in January is the coldest and wettest month in Paris. During this month, the average temperature for the city remains constant at 5°C, with almost no variation at all as January progresses.

## Electricity and water

Electric current is 230 V at 50 Hz, utilizing 2-pin plugs (see image).



Tap water in France is of high quality and safe to drink.

## Travel and health insurance

Participants are responsible for their own travel and health insurance. It is recommended that all participants take out comprehensive policies before arriving in France. Concerning emergencies or need for hospital services, citizens of EU and EEA are covered through their national health programmes.

## Emergency numbers

Police: 17

Fire: 18

Ambulance: 15

**Annex 1 – Additional information on how to reach the meeting venue**

