Practical information for participating in THE PEP Workshop  
(26-27 September 2013, Almaty)

Meeting venue

The Workshop will take place at the Conference Hall of Holiday Inn Almaty Hotel, 2D Timiryazev Street, Almaty, Kazakhstan. Hotel contact phone: +7 727 2440255.

Language

The Workshop will be conducted in English and Russian; simultaneous interpretation will be provided.

Participation

The Workshop is focused on Central Asian cities. Participation is open to experts from national and local authorities, practitioners, the private sector, academia, non-governmental organizations and other stakeholders involved with issues of sustainable urban transport from all UNECE and WHO/Europe member countries, as well as to experts from international organizations.

Each participant should complete a registration form (see webpage: http://www.unece.org/index.php?id=33020) and return it to the secretariat (secretariat@thepep.org) as soon as possible, but not later than 1 August 2013.

Registration, opening session and closure

Registration of participants will take place at the meeting venue from 08.30 on Thursday 26 September 2013. The meeting will start at 09.30. It is expected that the meeting will close at 17.00 p.m. on Friday 27 September 2013.

Meals

Breakfast is included with the hotel accommodation. Lunch and refreshments during short breaks at the morning and afternoon sessions will be provided for participants. There will be a social dinner on 26 September, organized by the Host. Any other meals will be at the cost of the participant.

Local transportation

Transfer of all meeting participants from the airport and back will be arranged by the host country. You are kindly requested to provide the information regarding the date, time and flight numbers of your arrival and departure to Ms. Almara Kalipanova, e-mail: almarakalipanova@gmail.com, tel.: +7 (727) 2581661, fax: + 7 (727) 2581660 at least one week before arrival.

Taxi services are available at the Airport. The cost from the Airport to the city centre is approximately 20 USD, but payment must be processed in cash in the national currency (KZT Tenge).

For public transport please see http://zaproezd.kz/ (unfortunately, this website is available only on Russian).

If you want to see more of Almaty during your stay, these websites could provide you with ideas: http://www.kazakhstandiscovery.com/almaty-places.html#.UVQICaLimiT and http://www.tripadvisor.in/Attractions-g298251-Activities-Almaty.html.
Accommodation

A block reservation for meeting participants has been made at the same Holiday Inn Almaty Hotel (http://www.ihg.com/holidayinn/hotels/us/en/almaty/alakz/hoteldetail).

A special price for the meeting participants is approximately 141 USD per night. If you wish to book a room in this hotel, please contact Ms. Almara Kalipanova, e-mail: almarakalipanova@gmail.com, tel.: +7 (727) 2581661, fax: +7 (727) 2581660, before 20 August 2013.

Visas

Please check with your embassy or travel agent if an Entry Visa is required for your travel to Kazakhstan. If so, please forward, as soon as possible your registration form, a scanned copy of your passport to organisers in Almaty, to Ms. Almara Kalipanova, e-mail: almarakalipanova@gmail.com, tel.: +7 (727) 2581661, fax: +7 (727) 2581660 before 20 August 2013, and your permanent address and the city where you intend to obtain the visa. The organisers will provide the necessary invitation letter and ensure the permission for issuing the visa.

Insurance

Please make sure that you have adequate individual health, accident and travel risk insurance cover, they will not be covered by the organisers.

Further information and contacts

Should you have any queries, please do not hesitate to contact us:

For registration and financial support:
Ms. Oksana Rott, Joint UNECE – WHO/Europe secretariat
Tel: + 41 22 917 24 47, E-mail: secretariat@thepep.org, oksana.rot@unece.org

For questions related to the programme:
Ms. Brinda Wachs, Joint UNECE – WHO/Europe secretariat, Tel.+ 41 22 917 2452, brinda.wachs@unece.org

For local logistics, accommodation, visa, shipment of material and other practical questions, please contact:
Ms. Almara Kalipanova – Project logistic coordinator
UNDP-GEF Project “City of Almaty Sustainable Transport”
Tel.: +7 (727) 2581661, fax: +7 (727) 2581660, e-mail: almarakalipanova@gmail.com

Up-to-date information, the registration form and relevant material are available on the following website: http://www.unece.org/index.php?id=33020

Additional information

Currency, exchange rate
The currency used in Kazakhstan is USD – Tenge $1/151 KZT (approximately).

Climate
In September, the temperature in Almaty varies between 15 and 25°C. It is known for its unexpected rain showers which can occur at any time of year. Please see the link of the Almaty weather forecast for your reference: http://www.bbc.co.uk/weather/1526384.

UNDP-GEF Project “City of Almaty Sustainable Transport”
Project manager: Ms. Yelena Yerzakovich – yelena.yerzakovich@undp.org tel. and fax: +7 (727) 2581660
Project logistic coordinator: Ms. Almara Kalipanova – almarakalipanova@gmail.com tel.: +7 (727) 2581661

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