

ECONOMIC AND SOCIAL COMMISSION FOR ASIA AND THE PACIFIC (ESCAP)

Interregional Workshop on Strengthening Dialogue to Make Migration Work for Development in the ESCAP and ESCWA Regions

28 to 30 June 2011

Beirut

INFORMATION NOTE FOR PARTICIPANTS

GENERAL

1. The Interregional Workshop on “Strengthening Dialogue to Make Migration Work for Development in the ESCAP and ESCWA Regions” will be held at the United Nations House in Beirut, Lebanon, from 28 to 30 June 2011.

2. The address of the United Nations House in Beirut is:

Economic and Social Commission for Western Asia (ESCWA)

Riad el-Solh Square

Beirut, Lebanon

Phone +961-1-981301

<http://www.escwa.un.org>

WORKSHOP INFORMATION AND DOCUMENTS

3. All information related to the Workshop, including the preliminary agenda, aide-memoire, and background documents can be accessed through <http://www.unescap.org/sdd/meetings/beirut-June2011/index.asp>. The website will be updated regularly.

HOTEL ACCOMMODATION

4. A list of some suggested hotels is provided below. Participants are requested to make their reservations directly with the selected hotel, and mention the name of the event while making the reservation. The hotels listed below may provide welcoming and escorting services from and to Beirut airport as well as transportation to and from the United Nations House, upon requests by the participants to the hotel. All participants shall pay their accommodation expenses to the hotel directly.

Name and details of Hotel	Approximate United Nations rate High season*	
	Single	Double
COMMODERE Contact: Ms. Beatrice Habchi Commodore Street, Hamra Tel: +961-1-734734, Fax: +961-1-345806/7, Cell: +961-3-	\$ 150**	\$ 165**

078174 E-mail: reservations@lecommodorehotel.com , reserve@lecommodorehotel.com http://www.lecommodorehotel.com/ Note – <i>indicative rates</i> Airport pickup/drop off: USD 28 Hotel to ESCWA: USD 12 (2.8 km - about 12 mins (walk – 30 mins))		
MARKAZIEH MONROE SUITES Contact: Mr. Chady Morcos 03/955693 Markazieh Building, Down town, Close to ESCWA Tel: +961-1-991200, Fax: +961-1-991211 E-mail: pilar.eid@monroebeirut.com , chady.morcos@monroebeirut.com , info@markaziamonroesuites.com http://www.markaziamonroesuites.com/ Note – <i>indicative rates</i> Airport pickup/drop off: \$30.00* Hotel to ESCWA: 1.0 km - about 6 mins (walk – 3-5 mins)	\$ 200**	\$ 265**
PALM BEACH HOTEL Contact: Ms. Mira Jabour Ain Mraisse - Beirut Tel.: +9611-372000, Fax: +961-1-369109 e-mail: sales@palmbeachbeirut.com http://www.palmbeachbeirut.com/ Note – <i>indicative rates</i> Airport pickup: \$35.00* Drop off: \$30.00* Hotel to ESCWA: \$10.00* (2.1 km - about 11 mins (walk – 21 mins))	\$ 145**	\$ 165**
RAMADA HOTEL Contact: Mr. Aziz Khoury Minet El Hosn - Chateaubriand Street Tel: +961-1-1-990299, Fax: +961-1-990399, Cell: +961-70-102321 E-mail: akhoury@ramadalebanon.com Note – <i>indicative rates</i> Airport pickup/drop off: \$25.00* Hotel to ESCWA: 4.4 km – about 18 mins (walk – 50 mins)	\$ 100**	\$ 120**

* Rates are subject to 10% Government tax

** Rate includes breakfast

5. For better communication with participants while in Beirut, it would be appreciated if participants could inform the ESCAP Secretariat which hotel they will be accommodated in.

PAYMENT OF HOTEL ACCOUNTS

6. Before departure from Beirut, participants are expected to settle directly with their respective hotel all accounts, including room charges and other expenses, such as for local and long-distance telephone calls, internet use, business center use, laundry, room and hotel transportation services, mini-bar items, as well as restaurant and bar services. Participants are also responsible for any charges incurred with respect to rooms remaining vacant owing to their late arrival or rescheduled departure for which inadequate prior notice is given.

ENTRY VISAS TO LEBANON

7. Nationals of selected countries can obtain visa on arrival for the duration of one month. The standard list of these countries can be obtained from the Lebanese General Security website at:

<http://www.general-security.gov.lb/English/Entrance%20Visas/Pages/visaa4.aspx>.

8. Nationals from other countries are requested to obtain entry visas through the Embassy of Lebanon in their respective countries. Participants from countries in the ESCAP region where there is no Lebanese Embassy should send a color-scanned electronic copy of their passport to ESCAP at least five weeks before the date of the Workshop and appropriate visa arrangements will be made in cooperation with ESCWA. ESCAP and ESCWA will not be able to assist with visa arrangements if passport details are received after 20 May 2011.

ARRIVAL AT THE AIRPORT

9. The Beirut Rafik Hariri International Airport is the only international airport in Lebanon. It is approximately 10-15 minutes from downtown Beirut. Participants should make their own arrangements from and to the airport. Some hotels offer airport pick-up at a fixed rate. Private taxi companies can also be arranged at the airport. The fare usually ranges between US \$ 20-25.

WORKING LANGUAGE OF THE WORKSHOP

10. The Workshop will be held in English. Simultaneous interpretation into and from English and Arabic will be provided.

WEATHER

11. The weather in Beirut at the end of June is normally hot and humid with an average temperature of 25°C and no or little rainfalls. Participants are recommended to check the weather forecast before the meeting through the internet, for example at <http://www.weather-forecast.com/locations/Beirut/forecasts/latest>.

HEALTH AND VACCINATION

12. The United Nations buildings are smoke-free areas. Participants are allowed to smoke only in the designated areas. Yellow fever vaccination is required for participants

from countries where the disease is endemic. Participants are recommended to have had vaccinations against food-borne diseases, such as hepatitis A, tetanus and typhoid.

CONTACT

Should you have any additional questions about the Workshop please contact:

Economic and Social Commission for Asia and the Pacific (ESCAP)
Social Development Division (SDD)
United Nations Building
Rajadamnern Nok Avenue
Bangkok 10200
Thailand
Phone +66-2-288-2695
Fax +66-2-288-1030
Email: escap-sdd@un.org