



FIFTH SESSION OF THE SPECA GOVERNING COUNCIL

and

2010 SPECA ECONOMIC FORUM

INFORMATION NOTICE ¹

Prepared by the UNECE Secretariat

I. INTRODUCTION

1. In accordance with the Decision 9 (SPECA/GC/Dec/2009/9) of the fourth session of the Governing Council of the United Nations Special Programme for the Economies of Central Asia (SPECA), which took place on 13 November 2009 in Bishkek, Kyrgyz Republic, the fifth session of the SPECA Governing Council will be held on 19 October 2010 in Geneva, Switzerland, at the Headquarters of the UNECE. The 2010 SPECA Economic Forum “Strengthening regional cooperation in Central Asia: A contribution to long-term stability and sustainable development of Afghanistan” will take place immediately prior to the session of the SPECA Governing Council which would allow senior policymakers from SPECA member countries to consider how the results of the Forum could be integrated in practical activities of the Programme.

2. This Information notice provides some details regarding the organization of the 2010 SPECA Economic Forum and the fifth session of the SPECA Governing Council organized by the United Nations Economic Commission for Europe in cooperation with the United Nations Economic and Social Commission for Asia and the Pacific.

II. VENUE

3. The 2010 SPECA Economic Forum and the fifth session of the SPECA Governing Council will take place in the Conference Room XII, Palais des Nations, Geneva, Switzerland, on 18-19 October 2010.

III. ORGANIZATION

4. Registration of participants will start at 9.00 on 18 October. The 2010 SPECA Economic Forum will be held from 10.00 till 13.00 and from 15.00 till 18.00 on 18 October and from 10.00 till 13.00 on 19 October 2010. The fifth session of the SPECA Governing Council will be held from 15.00 till 18.00 on 19 October 2010.

¹ Prior to the SPECA Economic Forum, delegates (with the exception of delegates from the Geneva-based missions) are requested to present themselves with a valid identification card/passport at the Pass and Identification Unit of the UNOG Security and Safety Section, located at the Pregny Gate, Avenue de la Paix 8-14 (Annex III), for the issuance of an identification badge. Delegates encountering problems in accessing the Palais des Nations should contact the UNECE Secretariat at ceci@unece.org or telephone: +41 22 917 15 55.

IV. PARTICIPATION

5. Participation is open to interested parties from member States of the United Nations, representatives of United Nations specialized agencies and other international and non-governmental organizations interested in the activities carried out within the framework of SPECA. Besides government officials, participation from academia and the business community is also expected.

V. CONFERENCE FEE

6. No conference fee is charged for participation. Travel and accommodation expenses are borne by the participants.

VI. PASSPORTS AND VISAS

7. All participants should be in possession of a valid passport, with an entry visa (if required), which can be obtained from the diplomatic representation of Switzerland accredited to their country of residence. It is advisable to make such visa applications well in advance of the date required. The UNECE Secretariat will provide letters to the Swiss authorities (i.e. consulates) confirming the SPECA events attendance for those participants who need such a letter and request it directly from the UNECE Secretariat.

VII. PRELIMINARY REGISTRATION

8. Interested parties are invited to fill in the attached Registration form (Annex I) and return it by **8 October 2010** at the latest to the following address:

Mr. Marton KRASZNAI or
Regional Adviser
ECID, Room 438
UNECE
Palais des Nations
CH-1211 Geneva 10
Switzerland
Fax: (+41 22) 917 01 78
E-mail: Martin.krasznai@unece.org

Ms. Tatiana APATENKO
Administrative Assistant
ECID, Room 434
UNECE
Palais des Nations
CH-1211 Geneva 10
Switzerland
Fax: (+41 22) 917 01 78
E-mail: Tatiana.apatenko@unece.org

VIII. DOCUMENTATION

9. The UNECE Secretariat has already prepared the Annotated provisional programme for the 2010 SPECA Economic Forum which can be found at the SPECA webpage of the UNECE website at the following address: <http://www.unece.org/speca/Welcome.html>. A detailed Provisional programme of the 2010 SPECA Economic Forum and Provisional agenda of the fifth session of the SPECA Governing Council, including information on organization of its work, will be also downloadable from the SPECA webpage. Delegates encountering problems in downloading documents are requested to contact the UNECE Secretariat at ceci@unece.org or +41 22 917 15 55.

10. Interested experts are invited to prepare papers and briefing notes relating to topics to be addressed at the 2010 SPECA Economic Forum as indicated in the Annotated provisional programme.

11. Papers and other documents to be presented at the 2010 SPECA Economic Forum should be submitted in the English or Russian languages to the UNECE Secretariat (addressed to Mr. Marton Krasznai) by **30 September 2010** in electronic format (Word for Windows), preferably by e-mail. The papers submitted by this date will be posted on the SPECA webpage <http://www.unece.org/speca/documents/ecf/2010/econfor10.html> and will be available for downloading. A limited number of copies of papers in the language of submission will be available in the meeting room during the event.

IX. INTERPRETATION AND VISUAL AIDS

12. Simultaneous interpretation in all three UNECE working languages (English, French and Russian) and facilities for computer-aided presentations (e.g. Power Point) will be provided.

X. TRAVEL AND HOTEL RESERVATIONS

13. Participants are requested to make their own hotel and travel arrangements to and from Geneva (Annex II).

XI. FURTHER INFORMATION

14. Further information on the 2010 SPECA Economic Forum and the fifth session of the SPECA Governing Council can be obtained from:

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UNECE Coordinator of SPECA
UNECE
Palais des Nations
CH-1211 Geneva 10
Switzerland
Tel: (+41 22) 917 42 21
E-mail: Andrey.vasilyev@unece.org

or

Mr. Marton KRASZNAI
Regional Adviser
SPECA Focal Point at UNECE
ECID, UNECE
Palais des Nations
CH-1211 Geneva 10
Switzerland
Tel: (+41 22) 917 27 60
E-mail: Marton.krasznai@unece.org

[ENGLISH ONLY]

CONFERENCE REGISTRATION FORM

**2010 SPECA ECONOMIC FORUM and
5th SESSION OF THE SPECA GOVERNING COUNCIL, 18-19 October 2010**

Delegation/Participant of Country, Organization or Agency

Participant

Mr. **Family name** **First name**

Ms.

Participation Category

<u>Head of Delegation</u> <input type="checkbox"/>	Are you based in Geneva as a representative of your permanent mission ? YES NO (delete non applicable)	Observer Organization <input type="checkbox"/>
Delegation Member <input type="checkbox"/>		NGO (ECOSOC Accred.) <input type="checkbox"/>
Observer Country <input type="checkbox"/>		Other (Please Specify Below) <input type="checkbox"/>
_____ Participating <u>From</u> / <u>Until</u>		

Document Language Preference English Russian

Official Occupation (in own country) Passport or ID Number Valid Until

Official Telephone N° Fax N° E-mail Address

Permanent Official Address

Address in Geneva

Accompanied by Spouse Yes No

Family Name (Spouse) First Name (Spouse)

On Issue of ID Card Participant Signature Spouse Signature Date	Participant photograph if form is sent in advance of the conference date. Please PRINT your name on the reverse side of the photograph	Spouse photograph if form is sent in advance of the conference date. Please PRINT your name on the reverse side of the photograph	Security Use Only Card N°. Issued Initials, UN Official
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[ENGLISH ONLY]

LIST OF HOTELS
(relatively well placed with regard to the Palais des Nations)

<p>Pax**</p> <p>68, Rue du 31 Décembre CH-1207 Geneva Tel. (+4122) 787 50 70 Fax (+4122) 787 50 80 Web: http://www.hotel-pax-geneva.ch/</p>	<p>Ramada Encore Genève***</p> <p>12, Route des Jeunes (La Praille) CH-1227 Carouge/GE Tel. (+4122) 309 50 06 Fax (+4122) 309 50 15 Web: http://www.ramadaencoregeneve.ch</p>
<p>Strasbourg-Univers***</p> <p>10, Rue Pradier CH-1201 Geneva Tel. (+4122) 906 58 00 Fax (+4122) 906 58 14 Web: http://www.hotelstrasbourg.ch/</p>	<p>Hotel Montbrillant****</p> <p>2, Rue Montbrillant CH-1201 Geneva Tel. (+4122) 733 77 84 Fax (+4122) 733 25 11 Web: http://www.montbrillant.ch/</p>
<p>Mon-Repos***</p> <p>131, Rue de Lausanne CH-1202 Geneva Tel. (+4122) 909 39 09 Fax (+4122) 909 39 93 Web: http://www.hmrge.ch</p>	<p>Manotel - Edelweiss****</p> <p>2, Place de la Navigation CH-1201 Geneva Tel. (+4122) 544 51 51 Fax (+4122) 544 51 99 Web: http://www.manotel.com/en/index.php</p>
<p>Capitole***</p> <p>15, Rue de Berne CH -1201 Geneva Tel. (+4122) 909 86 00 Fax (+4122) 741 22 45 Web: http://www.hotelcapitole.com</p>	<p>Manotel - Chantilly****</p> <p>27, Rue de la Navigation CH-1202 Geneva Tel. (+4122) 544 40 40 Fax (+4122) 544 40 99 Web: http://www.manotel.com/en/index.php</p>
<p>Nations***</p> <p>62, Rue du Grand-Pré CH-1202 Geneva Tel. (+4122) 748 08 08 Fax (+4122) 734 38 84 Web: http://www.hotel-les-nations.com</p>	<p>Grand Pré****</p> <p>35, Rue du Grand Pré CH-1202 Geneva Tel. (+4122) 918 11 11 Fax (+4122) 734 76 91 Web: http://www.grandpre.ch</p>
<p>Montana***</p> <p>23, Rue des Alpes CH-1201 Geneva Tel. (+4122) 732 08 40 Fax (+4122) 738 25 11 Web: http://www.hotel-montana-ge.ch</p>	<p>Intercontinental****</p> <p>7-9, chemin du Petit-Saconnex CH-1211 Geneva 19 Tel. (+4122) 919 32 61 Fax (+4122) 919 38 38 Web: http://www.intercontinental.com/geneva</p>

