

ESCAP

**United Nations Economic and Social
Commission for Asia and the Pacific**



UNECE

**United Nations Economic
Commission for Europe**

United Nations Special Programme for the Economies of Central Asia (SPECA)

2022 SPECA ECONOMIC FORUM
“Greener and Safer Future”

and

SEVENTEENTH SESSION OF THE SPECA GOVERNING COUNCIL

(Almaty, Kazakhstan and online, 16-18 November 2022)

INFORMATION NOTICE

INTRODUCTION

This Information notice provides logistical details regarding 2022 SPECA Economic Forum and the seventeenth session of the SPECA Governing Council jointly organized by the Government of Kazakhstan, the present Chair country of the United Nations Special Programme for the Economies of Central Asia (SPECA), the United Nations Economic and Social Commission for Asia and the Pacific (ESCAP) and the United Nations Economic Commission for Europe (UNECE).

ORGANIZATION

The high-level SPECA events will take place on 16-18 November 2022 in the conference room of the hotel **DoubleTree by Hilton Almaty** in hybrid mode allowing to participate in person and online.
Address: 115 Dosmukhamedov Str, Almaty 050000, Kazakhstan.

All necessary instructions with access links will be provided to all registered participants closer to the date of the events.

PARTICIPATION

Government representatives of the United Nations member States, representatives of United Nations agencies and programmes, relevant international and regional organizations, international financial institutions, donors as well as representatives of the private sector, the academic community and civil society are invited to participate in the 2022 SPECA Economic Forum on 16 and 17 November 2022.

Representatives of neighbouring countries, other countries interested in supporting the Programme, United Nations agencies and programmes, international and regional organizations, international financial institutions and donor agencies can attend the seventeenth session of the SPECA Governing Council in the morning of 18 November as observers.

PASSPORT AND VISAS

For those participants who wish to attend in person, it is advised to consult with the diplomatic mission of Kazakhstan in their respective countries regarding the latest applicable visa requirements and, if needed, to obtain an appropriate visa prior to their departure. Requests for issuance of a visa support letter with a passport copy should be sent to **Ms. Ainur Dyussyubekova** at ainur.dyussyubekova@un.org, not later than **15 October 2022**, with the following details:

- Position and place of work at the origin destination
- Address in Kazakhstan for the period of stay
- Address at the origin destination
- Place where you would like to obtain the visa

CONFERENCE FEE

No conference fee is charged for participation.

PRELIMINARY REGISTRATION

Invited and nominated participants are requested to fill in the online Registration form by **9 November 2022** at the latest:

2022 SPECA Economic Forum:

<https://forms.office.com/Pages/ResponsePage.aspx?id=2zWeD09UYE-9zF6kFubccB3oon-QtMtGidr4nA93a0RUME5ZN1dKTEQxU0FIR0cxVEhOTTIwUzhZTC4u>

2022 SPECA Governing Council:

<https://forms.office.com/Pages/ResponsePage.aspx?id=2zWeD09UYE-9zF6kFubccB3oon-QtMtGidr4nA93a0RUQTRXUzdJQ1g3UDAwM1FNMk43WIJHTEExXSS4u>

DOCUMENTATION

Documents for the 2022 SPECA Economic Forum and the seventeenth session of the SPECA Governing Council can be found on the ESCAP Subregional Office for North and Central Asia and UNECE websites as per below:

- <https://www.unescap.org/events/2022/2022-speca-economic-forum-greener-and-safer-future>
- <https://www.unescap.org/events/2022/seventeenth-session-speca-governing-council>
- <https://unece.org/economic-forums>
- <https://unece.org/governing-council>

TRANSPORTATION

Kindly note that it is the participants' sole responsibility to ensure that transfers from airport to hotel and from hotel to airport are made accordingly. Taxis are readily available at the Almaty International Airport. A transfer cost is approximately no more than 4,000 – 5,000 Kazakhstani Tenge (KZT) for one-way trip.

ACCOMMODATION

The Organizers have pre-booked single standard rooms at the special rate **USD 89 (42 000 KZT)** per night at the **hotel Double Tree by Hilton****** (Address: 115 Dosmukhamedov Str, Almaty 050000, Kazakhstan, e-mail: sales3@dtbhalmaty.kz, tel. +7 727 320 42 00).

Twin rooms (with two separate beds) at the rate of **USD 102 (48 000 KZT)** per night are available at the request.

Please make your own hotel reservation contacting the Reception of the Double Tree by Hilton by email indicating the code “SPECА” in order to obtain the special negotiated rate and please copy your request to Ms. Zhanara Kashkynbayeva for record.

For guarantee of stay and activating special rates of SPECА please follow next hotel rules:

1. You should fill out attached authorization form, hotel will charge 1 night amount for guarantee stay of guest. This payment is non-refundable – 42 000 KZT.
2. You should send a copy of your passport and photo of 2 sides of your credit card on sales3@dtbhalmaty.kz. After hotel will send you confirmation and cheques.

4 November 2022 is the deadline to make and cancel hotel reservations. If participant has requested booking a hotel room, but for any reason cannot stay at the hotel, he/she is requested to cancel the room reservation before the above date.

Please note that participants are responsible for payment directly to the hotel of all expenses incurred by them, including room charges and other expenses, such as for local and long-distance telephone calls, business center use, laundry, room service and mini-bar items, as well as restaurant and bar services. All payments in the hotel are made in cash (KZT) and credit card (Visa, Mastercard, UnionPay). A currency exchange office is available at the hotel.

All participants are requested to provide a copy of their air ticket, if hotel accommodation and/or transfer from/to airport are needed to **Ms. Zhanara Kashkynbayeva** at the e-mail: sales3@dtbhalmaty.kz

Kindly note that it is the participants' sole responsibility to ensure that all accommodation arrangements are made accordingly.

INTERPRETATION

Simultaneous interpretation in English and Russian will be provided.

COVID-19 INFORMATION

As of 8 June 2022, all passengers arriving to Kazakhstan from foreign countries are no longer required to provide a certificate of vaccination or a PCR certificate with a negative test result for COVID-19. All the updated information on COVID-19 in Kazakhstan is available [here](#). All the information on border checkpoints is available [here](#).

CONTACT INFORMATION

Further information on the 2022 SPECA Economic Forum and the seventeenth session of the SPECA Governing Council can be obtained from:

Ms. Elvira Mynbayeva
Programme Officer
ESCAP Subregional Office for
North and Central Asia
E-mail: mynbayeva@un.org

Ms. Ainur Dyussyubekova
Administrative Assistant
ESCAP Subregional Office for
North and Central Asia
E-mail: ainur.dyussyubekova@un.org

USEFUL INFORMATION

Climate: The climate in Kazakhstan is continental with cold winters and hot summers. In November, the temperature in Almaty usually varies between +5 and -5°C.

Time: GMT+6

Smoking: In accordance with the law of Kazakhstan, smoking in public places is prohibited.

Banking services: ATMs are available in major hotels.

Currency: The local currency is “Tenge”. Most hotels and shops accept credit cards, including Visa and Mastercard.

International calls: For international calls, please dial: 8 + 10 + country code + dialed number.

Emergency phone number:

- 101 – Fire emergency
- 102 – Police
- 103 – Ambulance

Electricity: Alternating current, 220V with 50 Hz frequency.

Taxi services: For local taxi services, please contact the hotel reception.