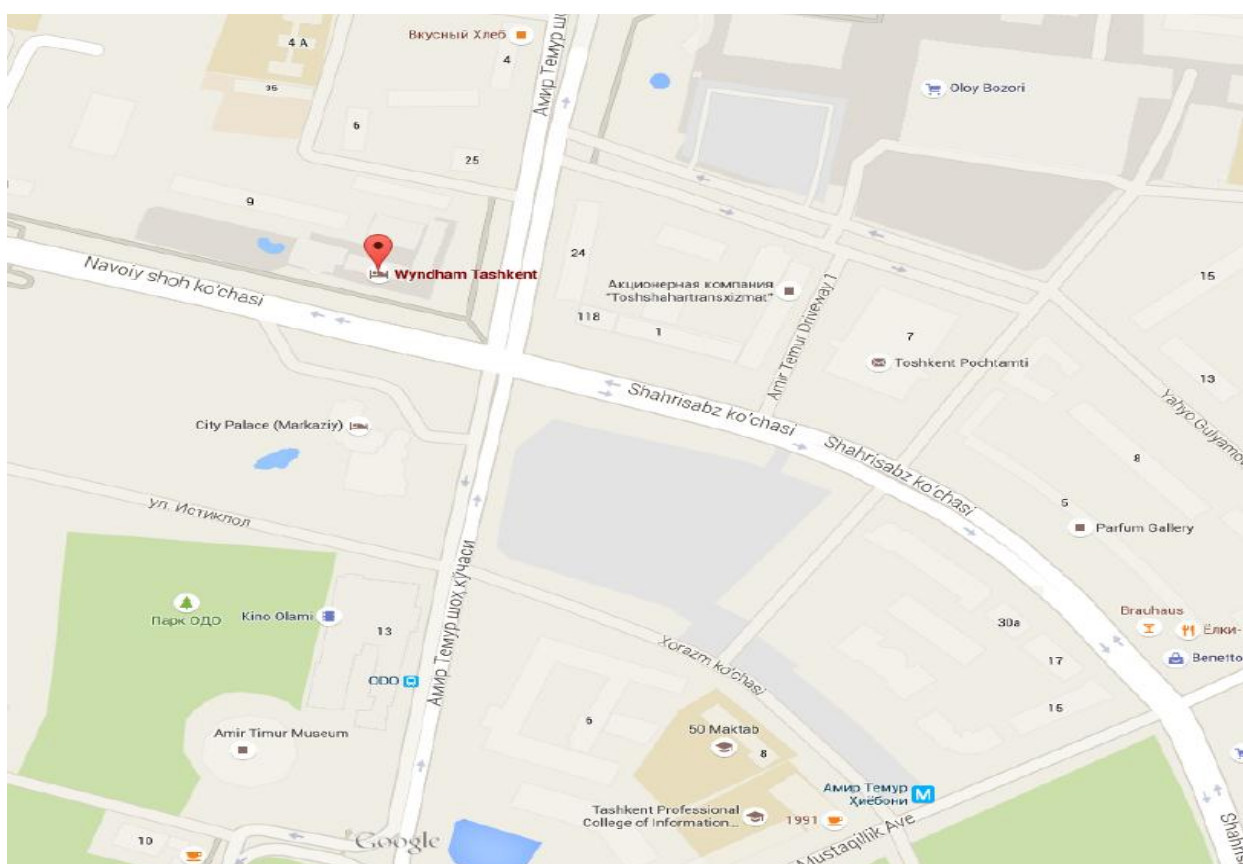


2015 ANNUAL MEETING OF THE EAP TASK

7-8 October 2015, Tashkent, Uzbekistan

MEETING TIME AND VENUE

The 2015 Annual Meeting of the EAP Task Force will start at **11:00** on Wednesday, **7 October 2015** and is expected to finish by **18:00** on Thursday, **8 October 2015**. The event will take place in the meeting room **“Silk Road”** of the **“Windham Tashkent”** hotel (address: 7 Amir Temur street, C-4, Tashkent 100084, phone +998 711 203 700, [web site](#)). Please see the map below.



VISA

Uzbek entry visa is not required for most of the CIS countries citizens. Citizens of other countries may obtain an entry visa at the nearest diplomatic mission of Uzbekistan prior to their travel based on individual invitation letters issued by the State Committee for Environmental Protection of Uzbekistan. If there is no consular of the Republic of Uzbekistan in your country, you can obtain a visa upon arrival at the Tashkent International Airport. Please note that simplified visa procedure is established for the citizens of the European Union, Norway, Switzerland and Japan. Details on visa applications and the location of Uzbek diplomatic missions as well as the visa application form itself are provided at the web site: www.mfa.uz/en/consular/visa/

AIRPORT TRANSFER

The OECD Secretariat has arranged a free transfer for all participants from and to the airport. A driver will be waiting for you at the exit of the airport with the OECD/OЭCP sign. Please kindly inform the OECD Secretariat about your arrival/departure dates and flight details. Should you have any problem, please contact our local partner Ms. Gulnara Saidova at +998 90 950 64 30 (24/24-7/7).

HOTEL ACCOMMODATION

Participants from EECCA region

The OECD will arrange pre-paid hotel accommodation for the invited participants from the EECCA region in the "Windham Tashkent" Hotel (*address: 7 Amir Temur street, C-4, Tashkent 100084, phone +998 711 203 700, [web site](#)*) in accordance with their arrival/departure dates.

Other participants

We kindly ask all other participants to book their hotel rooms in advance. If you wish to stay in "Windham Tashkent" hotel and benefit from a special rate (100 USD/night), please contact us at your earliest convenience (preferably before **6 September 2015**) because the number of rooms is limited. The available rooms will be allocated on a first come first served basis.

REIMBURSEMENT OF TRAVEL EXPENSES

The OECD Secretariat will provide financial support the invited participants from the EECCA region. This will include a pre-paid return economy class air ticket, pre-paid hotel accommodation, free airport transfer in Tashkent, and a lump sum to cover terminal charges in your home country, meals and other expenses related to participation in the meeting.

In order to be reimbursed, the EECCA participants are kindly asked to submit the original acceptance letter, invoice and visa receipt (if applicable), to Shukhrat Ziyaviddinov during the meeting. The reimbursement of the travel expenses will be made **by a bank transfer** after the meeting. Please note that the OECD will not be in a position to reimburse any expenses which were not agreed in advance.

MEETING DOCUMENTS

Relevant documents will be e-mailed to the participants in due course, as well as posted on the web-site: <http://www.oecd.org/env/outreach/eap-tf.htm>. A limited number of printed copies will be available in the meeting room. **Participants are encouraged to bring their own copies of the relevant documents.**

TECHNICAL EQUIPMENT AND OTHER FACILITIES DURING THE CONFERENCE

The meeting languages are English and Russian. Simultaneous interpretation service will be provided.

The OECD will not be able to arrange for copies of documents provided by the participants. If participants want to display or disseminate their own materials at the meeting, they are kindly asked to arrange for the shipment of those materials in advance or bring with them sufficient number of copies to be distributed. It is estimated that the total number of participants will be approximately 45, of which 20 will be English speaking, and 25 Russian speaking.

MEALS

The lunches on 7-8 October and coffee breaks will be offered to all registered meeting participants. Lunches will be served in the restaurant of the "Windham Tashkent" hotel.

In the evening of **7 October**, all the participants will be invited to join the **dinner** hosted by the OECD Secretariat in the restaurant "April Verdant" (*address: 63 Chinobod str., Tashkent; tel: +998 71 147 03 33*) starting at **19:00**. A Bus will be organised to bring all the participants to the restaurant. The departure is scheduled for 18:30 from the "Windham Tashkent" hotel. The return to the hotel is planned for 22:00.

LIABILITY AND INSURANCE

The OECD/EAP Task Force Secretariat will not take any responsibility for injuries or damages involving persons or property during the meeting. Participants are advised to ensure that they have their own personal insurance prior to travelling to Tashkent.

GENERAL INFORMATION

National currency: Uzbek Soum (UZS).

1 EUR = approx. 2900 UZS; 1 USD = approx. 2600 UZS.

These rates are indicative and for information only. Currency exchange offices are available in the city centre.

Weather: The weather in October is usually dry and is 20-25°C. It is characterised by rapidly falling daily high temperatures, with daily highs decreasing from 26°C to 18°C over the course of the month.

SIGHTSEEING

If you would like to extend your stay and visit ancient cities of Uzbekistan, the Secretariat will be happy to help you to arrange such a tour. Please do not hesitate to signal this and we will put you through with our local partner who can propose personalised programmes to you.

CONTACT INFORMATION

For any additional information on meeting logistics, or any other assistance please contact:

Mr. Shukhrat Ziyaviddinov

Tel.: +33 1 45 24 93 03 (office), or + 33 6 35 37 10 39 (mob.)

E-mail: shukhrat.ziyaviddinov@oecd.org

WE ARE LOOKING FORWARD TO SEEING YOU IN TASHKENT!