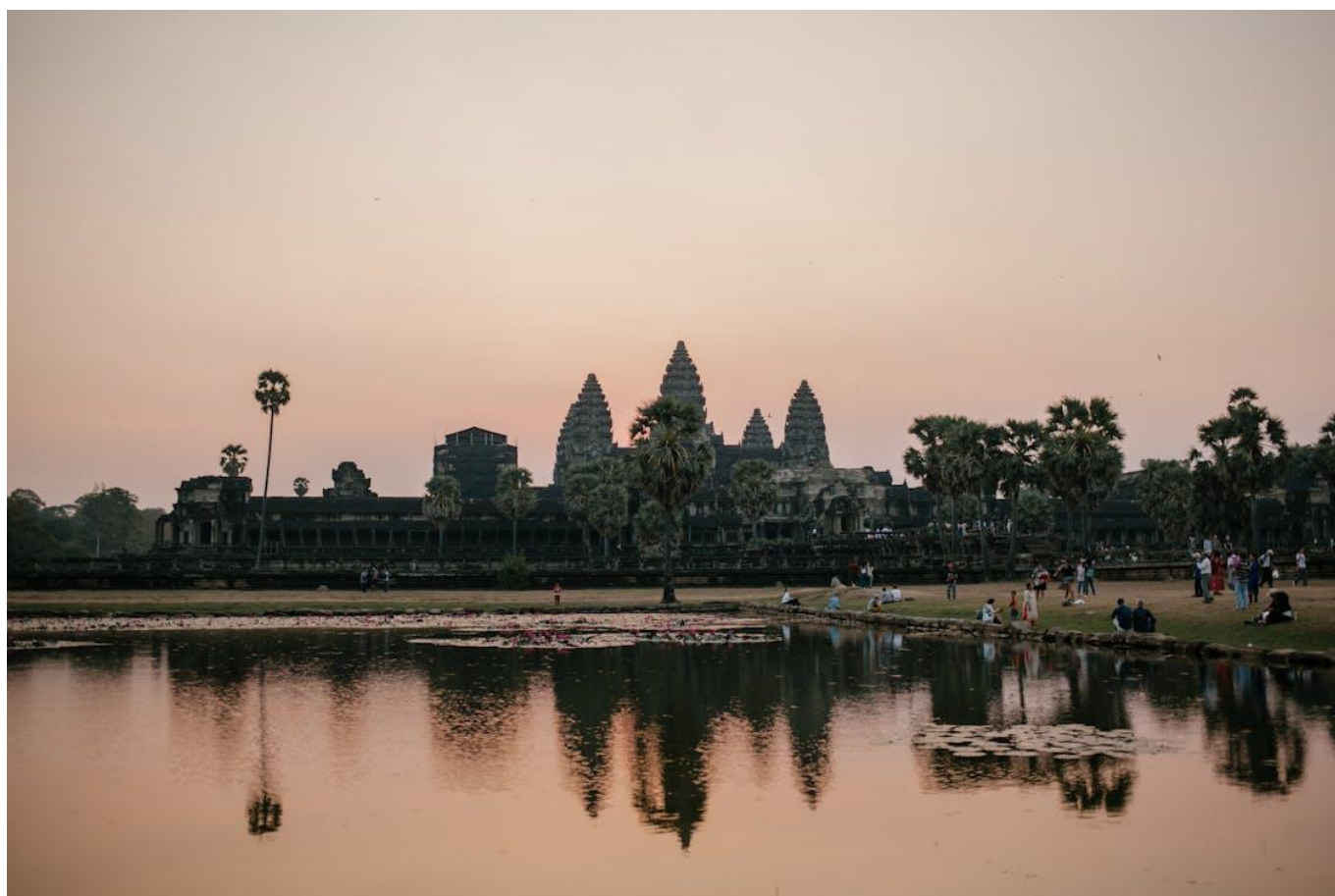


Information Note for in-Person Participants

Launch & Inception Event of the GEF-8 Integrated Programme on Eliminating Hazardous Chemicals in Supply Chains



9 - 11 December 2024
Siem Reap, Cambodia

1. MEETING VENUE

The Launch & Inception Event of the GEF-8 Integrated Programme on Eliminating Hazardous Chemicals in Supply Chains will be held in Siem Reap, Cambodia, from Monday, 9 – 10 December 2024 at the Sofitel Angkor Phokeethra | Golf & Spa Resort. This will be followed back-to-back with the first Steering Committee meeting of the Global Coordination Project on 11 December 2024.



2. SCHEDULE

The launch and inception event will open at 9 a.m. on 9 December and is expected to conclude its work at 5:30 p.m. on 10 July, with a lunch break from 12:15 p.m. to 1:15 p.m. on 9 December, 12:05 p.m. to 1:05 p.m. on 10 July.

Arrangements have been made for organized site visits on 9 December from 1:30 p.m. to two facilities working on Fashion and construction and expected to conclude its works at 5:30p.m. For site visits, participants should bring convenient clothes. Once the lunch break is over at 1:15pm, there will be 15 minutes to get dressed and prepare for the site visits.

In the evening of 9 December a welcome dinner will be held, organized with the logistical support of Cambodia's Department of Hazardous Substances Management, Ministry of Environment in the evening of 9 December at Sofitel from 7:00 pm.

After the visits are done, participants will be dropped off at their respective hotels and are requested to find their own modes of transport, such as Tuk Tuks or taxis to Sofitel for welcome dinner.

3. VISAS

Participants are responsible for obtaining any necessary visa for entering the Kingdom of Cambodia as well as any transit visas required. For most countries, visas to Cambodia can be obtained on arrival however it is recommended that participants apply for a Visa Online this is preferable to applying for a Visa on Arrival.

Also, participants can submit the Cambodia “e-Arrival” within 7 days before the arrival in the Kingdom. With this digital immigration form, the process of immigration will be more streamlined.

The digital forms are available either at www.arrival.gov.kh or via the Cambodia e-Arrival (CeA) in the App Store and Play Store.

The UNEP invitation letter sent along with this logistical note can be used for supporting a visa application (either online or on arrival). Please start applying for visas as soon as possible and kindly let us know about the status of the visa application (at least 10 days in advance) of your arrival.

Note: Participants from Pakistan are required to get their visas in advance.

4. MEETING DOCUMENTS

Please note that attendees are encouraged to download in advance the meeting documents, which will be published as they become available at: <https://www.unep.org/events/unep-event/launch-inception-event-gef-8-integrated-programme-eliminating-hazardous-chemicals>.

5. HEALTH

Participants with a chronic illness should carry all necessary medication and medical items for the entire duration of the journey, in their original containers, clearly labelled.

Participants are advised to seek medical insurance with appropriate cover abroad, i.e., accident, sickness, medical repatriation, and death. The United Nations does not cover life or medical insurance for participants. Therefore, it is the responsibility of the participants to obtain adequate insurance prior to travel to Cambodia.

6. TRANSPORT AND SECURITY

Cambodia team will offer logistic support with transport of participants from the airport to the two selected hotels elaborated in Section 7 below. For the days of the meeting, participants are expected to find their own transport modes to the meeting venue (Sofitel), such as Tuk Tuks or taxis.

7. HOTEL ACCOMODATION

Participants are responsible for making their own accommodation arrangements in advance of the meeting and for covering any associated incurred costs. We encourage all Parties to make such arrangements at the earliest possible opportunity.

The event will be taking place at Angkor Phokeethra | Golf & Spa Resort. The Sofitel has a variety of lodging options, however there are several other hotel options in the area for your consideration. Below are two recommended price packages for hotels in Siem Reap.

To reserve with the options below (*Angkor Paradise Hotel* and *Regency Paradise Hotel*), you can contact them using the details below, indicating the event name, "*Eliminating Hazardous Chemicals in Supply Chains*" and your intended check-in and check-out dates.

- i. **Angkor Paradise Hotel** – email to sales.pp@angkorparadise.net for the hotel reservation. Note that this venue is close to 2 km from the meeting venue, Sofitel.

Accommodation:

- USD 55.00 per room per night for a Deluxe Twin/Double/Single
- USD 65.00 per room per night for a Premier Deluxe Twin/Double/Single
- USD 140.00 per room per night for a Executive Suite Single

Complementary benefits:

- Welcome drink and cold towels upon group arrival
- In room amenities on arrival including water (replenished every day)
- Complimentary coffee/tea making facility
- Complimentary use of the Swimming Pool
- Complimentary access to the steam room and sauna
- Complimentary Buffet breakfast at Palm Restaurant
- Complimentary use of internet (WIFI)

Check in time is 2 pm and check out time is 12 noon. Check in before or check out after these times are subject to early check in or late check-out charges.

Participants may wish to check the website [here](#) to compare rate options at the hotel book directly as rate may fluctuate from those negotiated above.

- ii. **Regency Paradise Hotel** – email to reservation@regencyangkor.com for the hotel reservation. Below are the rates that were offered. Note this venue is facing the meeting venue, Sofitel. You can also check the website here to book directly & compare options at the hotel. Depending on the day some room rates can fluctuate favourably.

Accommodation:

- \$50.00 per room per night, including breakfast for a Deluxe Double/Twin/single
- \$65.00 per room per night including breakfast for a Premium Deluxe
- \$65.00 per room per night including breakfast for a Triple

Complementary benefits:

- Coffee and tea making facility with coffee and tea supplies on complimentary, replenished daily
- Cabled Television
- IDD and NDD ready phone lines
- Private bathroom with tub, Separate Shower and Bath amenities
- Wi-Fi
- Welcome Drinks and cool towel served upon check in.

Check-in time is 2pm and check-out time is 12.00 noon. However, a late check out request is subject to room availability, and late check out till 18:00 will be an additional charge at 50% of rate agreement. If later than 18:00, a full-day charge of the rate agreement will be imposed.

Participants may wish to check the website [here](#) to compare rate options at the hotel book directly as rate may fluctuate from those negotiated above

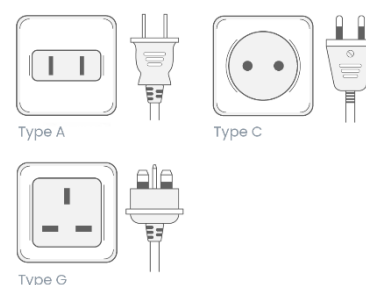
8. ELECTRICITY

Participants are kindly requested to bring their own power adaptors.

Voltage: 220 volts

Frequency: 50 Hz

Plug/socket: Type G



9. LANGUAGE

The meeting will be conducted in English and meeting documents will be made available in English. Simultaneous interpretation will be available in Spanish and Khmer during the launch.

10. CURRENCY

The Cambodian Riel is the Currency of Cambodia. In Cambodia, we use dual currencies alternatively. Khmer Riels and US Dollars are accepted.

11. TIME ZONE INFORMATION

Cambodia is (GMT+7) hours.

12. DISCLAIMER

UN Environment Programme disclaims all responsibility for medical, accident and travel insurance, for compensation for death or disability, for loss of or damage to personal property and for any other loss that may be incurred during travel time or the period of participation. In this context, it is strongly recommended that participants secure prior to departure insurance for the period of participation.