



State Agency on Alternative and Renewable Energy Sources of the Republic of Azerbaijan

Economic Commission for Europe



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Economic and Social Commission for Western Asia



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INFORMATION NOTE ON LOGISTICS



7TH INTERNATIONAL FORUM ON ENERGY FOR SUSTAINABLE DEVELOPMENT

18-21 OCTOBER 2016 ■ BAKU-AZERBAIJAN

**SEVENTH INTERNATIONAL FORUM ON
ENERGY FOR SUSTAINABLE DEVELOPMENT**
International Conference on Renewable Energy

Baku, Azerbaijan, 18-21 October 2016

Information Note on Logistics

Co-organizers:

Government of Azerbaijan, United Nations Regional Commissions (UN RCs), United Nations Industrial Development Organization (UNIDO), International Energy Agency (IEA), the International Renewable Energy Agency (IRENA), The World Bank, United Nations Development Programme (UNDP) Office in Azerbaijan, Copenhagen Centre on Energy Efficiency (C2E2), and Renewable Energy Policy Network for the 21st Century (REN21)

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Destination Information

Azerbaijan at a glance

Capital:	Baku
Population of Azerbaijan:	9.6 million
Population of Baku:	2.1 million
Language:	Azerbaijani
Currency:	Manat (AZN)
Time zone:	Winter – GMT+04:00 Summer – GMT+05:00
Electricity plug type:	Type C (European 2-pin, 220 V)
Dialing code:	+994

Website of the Forum

<http://www.unece.org/index.php?id=42643#/>

Registration

Online registration is available at the Forum website: <http://www.unece.org/index.php?id=42643#/>

Participants registered online will receive their Forum badges at the venue of the event **JW Marriott Absheron Baku** (see below section Meeting Venue). For security reasons, please have your passport or another Government-issued photo ID to get access to the Forum.

Passport and Visa information

Passport Regulations

Travelers must have a passport that is valid for a **minimum of 6 months from the date of entry** to Azerbaijan. Arrival to and departure from Republic of Azerbaijan is exercised under one of the following documents:

- Ordinary International Passport
- Official/Special Passport
- Diplomatic Passport
- Service Passport

Visa application and fees

In order to facilitate visa application process for all participants of the Forum, the Government of Azerbaijan Republic will provide them with **Visa upon Arrival** service. This means that the participants can get visa upon their arrival to the Baku Heydar Aliyev International Airport. Therefore, the participants are advised to submit their

passport copies to liaison officer for visa issues as soon as possible. See [Additional Visa Information and Assistance](#) section for the contact information of the liaison officer.

Diplomatic and Official/Service Passport Holders may access the following link to view the list of visa exemptions depending on the type of the passports (http://www.azembassy.us/images/for_articles/Visa/Visa-waiver%20countries.pdf).

Information on visa free regime countries is available at: http://www.mfa.gov.az/files/file/Group2_PDF.pdf

In accordance with relevant provisions of the Law of the Republic of Azerbaijan “On State Fees” of 2001 and the Presidential Decree, foreigners and stateless persons who visit the Republic of Azerbaijan should pay relevant amount of fees for the following categories of visas (depending on their nationality):

Visas issued in all international airports of the Republic of Azerbaijan

Countries of Schengen Area – EUR 35 (except Ireland and Denmark)

Norway – EUR 35

Japan – free of charge

Turkey – USD 10

Pakistan – if duration of stay no more than 15 days – free of charge

Other countries (including Ireland and Denmark) – USD 20

Additional Visa Information and Assistance

LIASON OFFICER FOR VISA ISSUES

Ms. Nargiz Yusubova, Legal and International Relations Department, State Agency on Alternative and Renewable Energy Sources.

E-mail: nyusubova@area.gov.az

Meeting venue facilities and services

Meeting Venue

All the events within the **7th International Forum on Energy for Sustainable Development** will be held at:



JW Marriott Absheron Baku

674 Azadliq Square, Baku, Azerbaijan AZ1010

Information desk

Information Desk for the Forum participants will be available at the airport. Please look for signs after your arrival.

Meal breaks

During the sessions and meetings, the Host country will generously offer meals and a continued coffee service to all participants at the JW Marriott Absheron Hotel.

Getting to and departing from Baku

Personnel at the Information Desk at the airport will provide participants with transportation from the airport to one of the authorized Forum Hotels (see below [Accommodation](#) section). It will not be possible to provide participants with transportation to any other hotels in the city.

Participants who are staying in other hotels can get to the city center by Baku Bus Express. Buses run from 06:00 until 24:00 every 30 minutes. You can find Baku Bus Express just in front of the Terminal 1 and Terminal 2.

Participants can find detailed information about Baku Bus Express at:

https://www.bakubus.az/en/menus/10/airport_express.

Participants may also book a taxi at the Information Desk at the airport or request it from your hotel. Participants may also request taxi service online, for example from the following companies: <http://189taxi.az/en> or <http://taxi9111.az/>.

Transportation to the venue of the Forum from other hotels

Participants will be provided with transportation from authorized Hotels to JW Marriott Absheron Baku where the Forum will be held. Every day of the Forum (18-21 October) transport to JW Marriott will be available at these hotels in the morning at a fixed time (information to be provided at the hotel reception). In the evening transport will be provided at a fixed time to return to authorized Hotels. The organizers will not be able to provide participants with transportation between authorized hotels and from them to JW Marriott at other times.

Accommodation

All participants will be able to arrange their accommodation at the JW Marriott Absheron Baku (venue of the Forum – event will be held in this hotel) with fixed price 100 US Dollar per night. Moreover, no VAT payment for participants during check out. Here the link of the Hotel, with special fixed price [Book your group rate for 7th Energy Forum](#).

List of other hotels with corresponding contact information and address is provided below.

#	Hotel	Stars	Adress	Contact details
1	JW Marriott Absheron Baku*	★★★★★	Azadliq Square 674	Tel.: +994 12 499 88 88 Website: http://www.marriott.com/hotels/travel/gydj

				w-jw-marriott-absheron-baku/
2	Boulevard Hotel Baku	★★★★★	Khagani Rustamov Street 4C	Tel.: +994 12 310 0010 Website: http://www.boulevardhotelbaku.com/en
3	Holiday Inn Baku	★★★★	Keykab Khanim Safaraliyeva Street 5	Tel.: +994 12 599 11 00 Website: http://www.holidayinn.com/baku
4	Qafqaz Baku Sport Hotel	★★★★	Khagani Rustamov Street, Block 1210	Tel.: +994 12 404 14 70 Website: http://www.qafqazhotel.com/en/qafqaz-baku-sport-city-hotel
5	Park Inn Hotel	★★★★	Azadliq Avenue 1	Tel.: +994 12 490 6000 Website: http://www.parkinn.com/hotel-baku

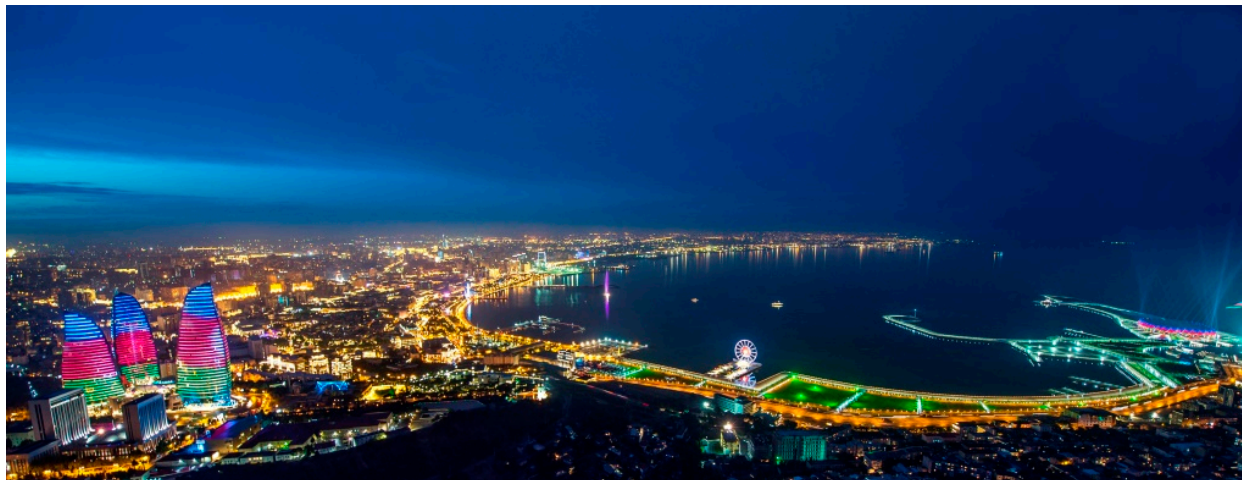
**Please note that participants staying in this hotel will be eligible for special discount (according to UN requirements)*

LIAISON OFFICER FOR ACCOMMODATION ISSUES

Mr. Jabrayil Aliyev

Email Caliyev@area.gov.az

Phone number: + 994 (12) 4880135 (extension number 171)



Guide to Baku

Introduction to Baku

Baku is the capital of the Republic of Azerbaijan. It is a large scientific, cultural and industrial center. Ancient foundations, a large area and population all make Baku one of the oldest and largest cities in the East. Baku is situated on the shore of the Caspian Sea in the south of the Absheron peninsula. It covers an area of 2,200 square km and has a population of 2 million. Nearly 500,000 refugees from Armenia as well as IDPs from the occupied territories, currently reside in Baku. For more information, please visit: <http://azerbaijan.tourism.az>; <http://azerbaijan.travel>

Climate and weather of Baku

Baku has a subtropical semi-arid climate with warm and dry summers, cool and occasionally wet winters, and strong winds all year long. However, unlike many other cities with this climate, Baku does not see extremely hot summers. This is largely because of its northerly latitude and the fact that it is located on a peninsula on the shore of the Caspian Sea. At the same time Baku is noted as a very windy city throughout the year, and gale-force winds, the cold northern wind khazri and the warm southern wind gilavar are typical here in all seasons. For more information on the average weather in Baku in August please visit <https://weatherspark.com/averages/33770/10/Baku-Azerbaijan>; for October weather forecast in Baku please visit <http://www.accuweather.com/en/az/baku/27103/october-weather/27103>.

Currency and exchange

The Azerbaijani New Manat (AZN) is the currency of Azerbaijan. Banknotes in circulation are 1, 5, 10, 20, 50 and 100 Manats. Coins in circulation are 1, 3, 5, 10, 20 and 50 Qepiks. ATMs are common throughout Baku. Most accept foreign credit cards (preferably Visa and MasterCard) and many allow withdrawals in both AZN and US dollars. Some exchanges open late into the evening while most banks close up by 4 pm. The import of foreign currencies must be declared and their export is limited to the amount declared upon arrival in the country. The participants are recommended to check the exchange rate at: www.cbar.az.

Participants can find financial services such as Currency Exchange and ATM (cash withdrawal/cash deposit) at the airport, at JW Marriott Absheron Hotel (venue of the Forum) and in its vicinity as well as throughout Baku.

Branches of the following banks are located close to the JW Marriott Absheron Hotel:

AGBank OJSC – Sahil branch, U.Hacibeyov 63 D, <https://www.agbank.az/en/branch/?name=for-life>

BTB Bank - «Premium» branch, Uzeyir Gadhibekov, 27, <http://btb.az/en/about-us/network-of-offices/branches>

Public transportation

Public transportation (taxis, metro (subway), and buses) is available throughout the city.

Participants can find information about the Baku Subway at: <http://metro.gov.az/en/>

Participants may ask for taxis at the reception of their hotels or use other taxi services. Some taxi companies have websites, for example: <http://189taxi.az/en> or <http://taxi9111.az/>.

Telephone service

Roaming agreements are in place with most international phone companies. SIM cards can be purchased at local phone stores (ID required) and supermarkets.

Country Code: +994

Police Emergency: 102

City (Baku) Code: +99412

Fire Emergency: 101

Medical Emergency: 103

Postal Service

Central Post Office

AZ1000, Baku, Sabail, Uzeyir Hajibayov, 72

Tel.: (+994 12) 498-80-00, (+994 12) 498-97-73, (+994 50) 351-61-52)

Fax: (+994 12) 598-43-91