

January 18, 2015

Dear Participant,

We welcome you to our Capacity Building Workshop and Study Tour organized by **MASHAV** – Israel's Agency for International Development Cooperation, Ministry of Foreign Affairs, and **UNECE** - The Economic Commission for Europe on:

Inter-regional Energy Efficiency and Renewable Energy Projects and Policies

to be held in

MASHAV – CINADCO's Training Center in Kibbutz Shefayim, Israel
08-12 February 2015

General

The Workshop aims at strengthening the capacity of Eurasian national and urban stakeholders, decision makers and practitioners, with regard to promotion of accelerated deployment of renewable energy (RE) and energy efficiency (EE), in Eurasia. This is to be accomplished by sharing of experience and best practices, and by showcasing successful renewable energy deployment practices, energy efficiency technologies and perceptions in Israel. The Workshop will also serve as a platform for determining possible follow-up activities and future collaboration.

Participants will be exposed to strategic thinking and to a variety of solutions in the fields of RE and EE. In addition, they will be exposed to an assortment of tools aimed at supporting the implementation of new policies and applications in their own countries. Participants will also discuss possibilities for enhancing international cooperation in energy infrastructure, development and trade, which can be achieved through investors, officials and developers from both the private and public sectors.

The Workshop will involve a number of training and discussion sessions on:

- Planning and governance for effective RE deployment;
- Building integrated RE;
- EE and RE Israeli technologies;
- Economic models supporting RE development

The Workshop will also include professional visits to various sites of renewable energy technology deployment. In addition there will be a roundtable discussion session which will summarize the various elements of the visit, and put an emphasis on the Inter-ministerial work needed to promote implementation of RE and EE.

Venue

Participants will be accommodated in single rooms on full board basis at the Kibbutz Shefayim Hotel: it should be noted that only 6 nights will be covered - February 7th to February 12th included.

During your stay in Israel you will be accommodated at the following hotels:

- **Prima City Hotel** in Tel Aviv – 7/2/2015
- **Kibbutz Shefayim Hotel**- 8-9/2/2015
- **Kibbutz Eilat**- 10/2/2015
- **Kibbutz Shefayim Hotel**-11-12/2/2015

Check in: Upon arrival on Saturday night (7/2/2015) rooms will be available at **Prima City Hotel** in Tel Aviv starting at **14:00** hours. Dinner will be served between **18:30 to 21:00**. Participants are invited to attend.

On February 8th participants will be transferred to Kibbutz Shefayim Hotel to commence the professional program.

Please note that most of the shops are closed on Saturdays and there is no public transportation until the evening hours. Please ask for assistance at the reception. Prima City Hotel is located near the sea promenade.

The costs associated with the delegates' participation in this workshop (i.e. international and local transportation, accommodation and meals) will be jointly covered by MASHAV and UNECE, extras are not included.

Language

The workshop and study tour will be conducted in English, with simultaneous translation to Russian.

Visas

Visas are issued by the Government of Israel through its Embassy or Consulates. All participants are requested to obtain their entry visa into Israel if they need one, as well as any transit visa, prior to the start of their travel.

Detailed information on visa application procedures and related application forms can be obtained from the Israeli Embassy, Consulate or other consular authority in the country of residence.

To facilitate the issuance of a visa, a copy of the invitation of the co-organizers should be attached to the visa request. All participants are requested to initiate their visa application at their earliest convenience to allow sufficient time for the processing of visa requests. MASHAV has already informed the relevant embassies and consulates regarding your participation in this workshop.

Weather

Average daytime temperature in February is approximately +16° C

Average nighttime temperature in February +10° C

As this is winter season, there is a possibility for rain. It is suggested to prepare accordingly.

Electricity

Electrical current – 220 Volts, 50 Hz. EU standard plugs work throughout Israel

Time Zone

GMT+2

Currency

The local currency is the Israeli new shekel (NIS). The prevailing exchange rate is US\$1.00 =NIS 3.9. Please note that this rate is subject to change.

Communications

The country code is +972. Israel has total mobile communication access.

In addition, there are many WI-FI zones that enable internet access without charge.

There will be internet access at the hotel at Shefayim.

Arrival at the Airport

Participants will be provided with transportation between the airport and hotel on arrival and departure. Participants are required to provide their departure and arrival information when completing the attendance form.

Transportation from the airport will be provided by "**Tal Limousine**" Service at the counter/ desk. After passing customs, please turn left and take the elevator or escalator one floor up. The "**Tal Limousine**" service is on the first floor.

The Tal Limousine Service will transport you free of charge from Ben Gurion Airport to **Prima City Hotel** in Tel Aviv. Please do not accept any other offer of transport, except for the one provided by us for you through Tal Limousine.

Useful Addresses & Phone Numbers

- ♣ **Kibbutz Shefayim Hotel - Israel**
Tel: +972 - 9 - 9595595
Fax: +972 - 9 – 9595555
[Hotel Website](#)

- ♣ **Prima City Hotel**
9 Mapu Street, Tel Aviv
Tel: +972-3-5246250

- ♣ **CINADCO's Training Center** (MASHAV affiliate in Shefayim)
Tel: +972 - 9 - 9595726/27/41
Fax: +972 - 9 – 9595733

- ♣ **Coordinator/Focal Point in MASHAV**

Ms. Dalia Noy: dalia@haigud.org.il (MASHAV) 054-2223099

- ♣ **Coordinators in Shefayim**

Mr. Yuval Elazar Mobile phone: +972-54-7576669 // yuval@cinadco.co.il

Ms. Ora Rabin Mobile phone: +972-53-300087 // Ora@cinadco.co.il

Mr. Ofer Keren Mobile phone: +972-54-7703717 // ofer@hkerenrg.com

Ms. Avital Nusinow Mobile phone: +972-54-9799114 // avital@eilot.org.il

The Tel. No. of **Tal Limousine** at the airport is: **+972-3-9754044**
(Local: 03-9754044).

Please send your itinerary information by e-mail with the Subject: Itinerary for UNECE workshop + your name + country to:

- Mr. Yuval Elazar: yuval@cinadco.co.il
- Ms. Ora Rabin: Ora@Cinadco.co.il (CINADCO)
- Please cc Ms. Dalia Noy: dalia@haigud.org.il (MASHAV)

Health and Medical Services

Health requirements: the organizers shall not be responsible for health insurance coverage and participants must have adequate insurance to cover any medical services required.

Participants should bring all medications that they take regularly with them. If participants feel uncomfortable or ill during the workshop, they should notify the organizers immediately.

Financial and Administrative Arrangements

Except for the costs mentioned above (international and workshop travel, accommodation and meals) the organizers do not assume responsibility for any expenditure, including the following:

- (i) All expenses in the home country incidental to travel abroad, including expenditures for visas, medical examination, inoculations and other miscellaneous items and internal travel in the home country;
- (ii) Salary and related allowances for the participants during the period of the workshop;
- (iii) Costs incurred by participants in respect of travel, accident and medical insurance, medical bills or hospitalization fees in connection with attending the workshop;
- (iv) Compensation in the event of death or disability of participants in connection with attending the workshop;
- (v) Any loss of or damage to personal property of participants while attending the workshop or losses or damages claimed by third parties as a result of any negligence on the part of the participants;
- (vi) Any other expenses of personal nature, not directly related to the purpose of the workshop.

We wish you a very enjoyable stay!

Sincerely,
Sharon Kabalo
Director, Policy and International
Relations Department - MASHAV,
Ministry of Foreign Affairs, Israel

