



**UNITED NATIONS SPECIAL PROGRAMME FOR THE ECONOMIES OF CENTRAL ASIA**  
**(SPECA)**

**2017 SPECA ECONOMIC FORUM**  
**“Innovation for the SDGs in the SPECA region”**

and

**TWELFTH SESSION OF THE SPECA GOVERNING COUNCIL**

**(Dushanbe, Tajikistan, 5-6 December 2017)**

**INFORMATION NOTICE**

**I. INTRODUCTION**

This document provides some details regarding the 2017 SPECA Economic Forum “Innovation for the SDGs in the SPECA region” and the twelfth session of the SPECA Governing Council jointly organized by the United Nations Economic Commission for Europe and the United Nations Economic and Social Commission for Asia and the Pacific at the invitation of the Government of the Republic of Tajikistan and in close cooperation with the Ministry of Economic Development and Trade of the Republic of Tajikistan.

**II. 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 and the academic community are invited to participate in the Economic Forum. 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 are invited to attend the twelfth session of the SPECA Governing Council as observers.

**III. VENUE**

These SPECA events will take place on 5-6 December 2017 in the conference room of the Hyatt Regency Dushanbe Hotel (address: Avenue Ismoil Somoni 26/1, Dushanbe).

**IV. ORGANIZATION**

Registration of participants will start at 09:00 on 5 December 2017. The Forum will be held from 9:30 until 18:00 on 5 December 2017 and from 10:00 until 13:00 on 6 December 2017. The twelfth session of the SPECA Governing Council will be held from 14:00 until 18:00 on 6 December 2017.

## V. CONFERENCE FEE

No conference fee is charged for participation. **Travel and accommodation expenses are borne by the participants.**

## VI. PASSPORTS AND VISAS

All participants should be in possession of a valid passport with an entry visa if required. Passport validity: 6 months from the last date of the visa validity period.

On 1 June 2016, the new portal commenced its operation for issuance of electronic visas “e-Visa” to Tajikistan (<https://www.evisa.tj>) which enables foreign citizens willing to enter the country with business visas to complete the electronic application and receive the electronic visa without visiting consulate representatives of Tajikistan abroad.

Participants of the SPECA events will receive their visas within 3-5 days via e-mail, after filling the application form with the necessary information and once the online payment by credit card is completed.

Participants should pay a visa fee (depending on their country of residence) for the electronic processing of their visas by the internationally recognized electronic networks.

The electronic visa should be presented upon crossing the state border of Tajikistan along with a valid travel document.

Those invited participants of the SPECA events who need a letter of invitation for visa application to Tajikistan are requested to contact **Ms. Tatiana APATENKO (e-mail: [Tatiana.apatenko@unece.org](mailto:Tatiana.apatenko@unece.org)) not later than 20 November 2017.**

## VII. TRANSPORTATION

Shuttle service between the “ATLAS” Hotel and the meetings venue will be provided to representatives of the SPECA countries, participants from other countries and representatives of international organizations.

## VIII. ACCOMMODATION AND TRANSFER FROM/TO AIRPORT

A suitable number of single and double rooms are pre-booked at the “ATLAS” Hotel\*\*\*\* (address: Nisor Mukhammad Street 32-34, Dushanbe).

Room prices per night at the “Atlas” Hotel (including all taxes, breakfast and free Wi-Fi) are the following: standard single room – 75\$ per night, standard double room - 95\$ per night. Arrival registration is from 14:00, departure registration is before 12:00. Early check-in - 50% payment and late check-in - 100% payment.

**All payments should be made in cash in Tajikistani somoni, US dollars or Euro. VISA and MASTER credit cards or other foreign currency are not accepted for payment.**

**The hotel offers a free shuttle service to and from the Dushanbe airport.**

**Ms. Tahmina ULMASOVA (tel.: +992 900 90 55 88; e-mail: info@trip.tj)** will assist participants of the SPECA events with hotel room reservation. All participants are requested to provide information on their arrival/departure dates, including time and flight number, if transfer from/to airport needed.

**24 November 2017 is the deadline to make and cancel hotel reservations.**

If participant has booked a hotel room, but for any reason can not stay at the hotel, he/she is requested to cancel the room reservation before the above date, otherwise the participant will need to pay a penalty (price for a one night stay).

**Each participant is expected to cover the cost of his or her own board and accommodation.**

## **IX. DOCUMENTATION**

Documents for the 2017 SPECA Economic Forum and the annual session of the SPECA Governing Council can be downloaded as they become available from [www.unece.org/speca](http://www.unece.org/speca).

A limited number of copies of documents will be available during the SPECA events.

## **X. INTERPRETATION AND VISUAL AIDS**

Simultaneous interpretation in English and Russian as well as facilities for computer-aided presentations (e.g. PowerPoint) will be provided.

## **XI. FURTHER INFORMATION**

Further information on the 2017 SPECA Economic Forum and the twelfth session of the SPECA Governing Council can be obtained from:

**Mr. Mario APOSTOLOV**

UNECE

Geneva, Switzerland

Tel.: +4122 917 11 34

E-mail: [Mario.apostolov@unece.org](mailto:Mario.apostolov@unece.org)

and

**Ms. Tatiana APATENKO**

UNECE

Geneva, Switzerland

Tel.: +4122 917 22 21

E-mail: [Tatiana.apatenko@unece.org](mailto:Tatiana.apatenko@unece.org)

## **XII. USEFUL INFORMATION**

**Weather:** In December, the average daily temperature in Dushanbe ranges from +5° - +7° C.

**Time zone:** GMT+5

**National currency:** The Tajikistani Somoni (TJS) is the currency of Tajikistan. Exchange rate: 1 USD = 8.7 TJS (approximately).

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