



## **FOR PARTICIPANTS ONLY**

12 August 2011

Ministry of Energy and Industry, the Government of Tajikistan  
United Nations Economic and Social Commission for Asia and the Pacific (ESCAP)  
United Nations Economic Commission for Europe (UNECE)

### **International Energy Efficiency Forum**

12 - 14 September 2011  
Dushanbe, Tajikistan

## **PRACTICAL INFORMATION FOR PARTICIPANTS**

### **GENERAL**

1. The Second International Energy Efficiency Forum will take place from 12 to 14 September 2011 in Dushanbe, Tajikistan. The forum is organized jointly by the Government of Tajikistan, the United Nations Economic Commission for Europe (UNECE) and the United Nations Economic and Social Commission for Asia and the Pacific (ESCAP).
2. The meeting will open for registration at 08.30 hours on 12 September 2011 and the programme will start at 09.00 hours. The sessions on 12 September 2011 will be held tentatively from 09.00 to 18.00 hours. The sessions on 13 September 2011 will be held tentatively from 09.00 to 18.00 hours. The sessions on 14 September 2011 will be held tentatively from 09.00 to 12.00 hours. This schedule is subject to change.
3. The meeting will be held at the **Ismaili Centre Dushanbe**, located on Ismoili Somoni Avenue.

### **LANGUAGE**

4. The meeting will be conducted in English and Russian. Interpretation service will be available.

### **VISA AND IMMIGRATION**

5. Foreign nationals are required to have visas to enter Tajikistan (except for the nationals of the countries, which have signed visa-free agreements with Tajikistan, see paragraph 7 below). There are two options for obtaining visa: on arrival at Dushanbe airport and from Tajikistan Embassy. The visas cannot be obtained at land borders.
6. For visa on arrival, participant must go to the **consular office** at the airport before clearing passport control. You will need to present passport, letter of invitation, and the appropriate / exact fee (see below). To obtain a visa from Tajikistan Embassy, foreign citizens should apply to a Tajikistan diplomatic/consular institution in their country of residence. The visa application should be submitted together with official invitation letter and three photos.

<b>Visa fees at Dushanbe Airport (please check for updated fee)</b>	
One week	USD \$45
Two weeks	USD \$55

Please note that it is no longer possible to obtain a Tajikistan visa from a Russian Embassy.

7. The list of the countries the nationals of which do not need a visa to enter Tajikistan is available at: <http://mfa.tj/index.php?node=article&id=673> (in Russian only). Please also see this list below:

1. Армения (без визы)  
Armenia (no visa)
2. Белоруссия (без визы)  
Belarus (no visa)
3. Казахстан (без визы)  
Kazakhstan (no visa)
4. Киргизия (без визы)  
Kyrgyzstan (no visa)
5. Грузия (без визы)  
Georgia (no visa)
6. Молдова (без визы)  
Moldova (no visa)
7. Российская Федерация (без визы)  
Russian Federation (no visa)
8. Азербайджан - для дипломатических, служебных и общегражданских заграничных паспортов в течение 90 дней  
Azerbaijan - for diplomatic, service and ordinary passports for a period of 90 days
9. Китайская Народная Республика - для дипломатических, служебных и общегражданских заграничных паспортов служебного предназначения до 30 дней  
PR China - for diplomatic, service and ordinary passports for service purposes for a period of up to 30 days
10. Индия - для дипломатических и служебных паспортов до 30 дней  
India - for diplomatic and service passports for a period of up to 30 days
11. Исламская Республика Иран - для дипломатических и служебных паспортов до 3 месяцев  
Islamic Republic of Iran - for diplomatic and service passports for a period of up to 3 months
12. Туркменистан - для дипломатических паспортов до 30 дней  
Turkmenistan - for diplomatic passports for a period of up to 30 days
13. Узбекистан - для дипломатических паспортов до 30 дней  
Uzbekistan - for diplomatic passports for a period of up to 30 days
14. Украина - для дипломатических, служебных и общегражданских заграничных паспортов до 3 месяцев  
Ukraine - for diplomatic, service and ordinary passports for a period of up to 3 months
15. Афганистан - для дипломатических паспортов до 30 дней  
Afghanistan - for diplomatic passports for a period of up to 30 days
16. Турция - для дипломатических, служебных паспортов 30 дней

Turkey - for diplomatic and service passports for a period of up to 30 days

8. Travelers must obtain a letter of invitation before they will be issued a visa. The invitation letter can be issued by any organization registered in Tajikistan, but it must be endorsed by the Ministry of Foreign Affairs in Dushanbe. The invitation letter should specify the following information:

- Name, nationality and passport No. of all the invited parties.
- Arrival and departure dates. Travelers do not have to travel on the exact dates specified, but the visa will not be valid outside of those dates. Travelers may not arrive before, or stay beyond, the dates given in the letter of invitation.
- Name of the inviting organisation

**If you need a visa and would like to get it on arrival at the Dushanbe airport please send a message to Ms. Laurence Rotta (laurence.rotta@unece.org) with a copy to Mr. Viktor Badaker (viktor.badaker@unece.org) with all of the above information.**

**Please have two passport-sized photos with you for issuing the visa on arrival.**

#### **AIRLINE RESERVATIONS**

9. Participants on self-financed basis are advised to secure their return bookings prior to their departure from Dushanbe.

10. There are a few ways to fly into Dushanbe. It is possible to transit Moscow - Domodedovo Airport, which has daily flights to Dushanbe. There is also twice a week a flight from Istanbul - Atatürk on Turkish Airlines.

11. Latvia's national airline Air Baltic operates flights Riga-Dushanbe as of June 1, 2009. China Southern Airlines also flies into Dushanbe from Urumqi.

#### **HOTEL ACCOMMODATION**

12. Reservations are made for participants at:

Istiqlol	Sportivnaya Str. 12, Dushanbe, tel.: +99237/236 - 38 - 88; +992/48/701 - 87 - 10, 701 - 87 - 40 +992/93/510 - 19 - 62, e-mail: info@istiqlol.tj Located 150 m from Ismaili Centre Dushanbe. Rates: - single room “luxury” with negotiated discount - USD 100 per night; - double room “half luxury” with negotiated discount - USD 100 per night. Breakfast and Wi-Fi Internet included in the rate.
Avesto	Rudaki Ave, 105a, Dushanbe, tel.: +992/37/221 - 04 - 61/64/66/68 +992/44/600 - 52 - 52, 600 - 51 - 51 Located at one of the central streets of the city, 3-4 km from Ismaili Centre Dushanbe. Rates: - single room with negotiated discount – USD 55 per night; - double room with negotiated discount – USD 85 per night. Breakfast and Wi-Fi Internet included in the rate.

If you wish to stay in one of the above mentioned hotels please send your request indicating the name of the hotel and the type of a room to Ms. Laurence Rotta (laurence.rotta@unece.org). Your requests will be processed on the first come, first served basis. If your choice of a room is not available you will be assigned another available room.

Any subsequent changes in your arrival plans should be communicated immediately to the organizers. The organizers must be notified of cancellation, postponement or any other changes at least 48 hours in advance.

#### **PAYMENT OF HOTEL ACCOUNTS**

13. Before departure from Dushanbe, participants are expected to settle the hotel bills directly with the hotel, as well as other charges such as local and long-distance telephone calls, business center use, laundry, room and hotel transportation services, mini-bar items, and restaurant and bar services.

#### **AIRPORT TRANSFER**

**14. Information on the availability of transfer from/to the airport will be provided later.**

#### **CATERING SERVICES**

15. Coffee breaks and lunches on 12 and 13 September will be provided by the organizers and served at the Forum venue.

#### **CURRENCY and EXCHANGE**

16. There are licensed money exchange offices throughout the city and these are the easiest places to change money (cash in US dollars and euros only).

ATMs can be found at the airport departure lounge, hotels and the post office. All accept Visa, Cirrus and Maestro cards.

**Oriensbank** (221 63 96; www.oriensbank.com; Rudaki 95; 8.30 - 12.30 & 13.30 - 15.30, Mon-Fri) Offers cash advances on Visa, Master Card and Maestro for 1% (2% if you want the money in US dollars). The smaller branch at Pushkin 28 (the corner of Shotemur) is quieter and easier to deal with.

**Tajprombank** (221 33 15; Rudaki 22; www.tajprombank.tj) Changes cash and has an ATM.

<b>Monetary Unit:</b>	Somoni
<b>1 USD</b>	4.73 TJS
<b>1 EUR</b>	6.74 TJS
<b>From (as of 12 August 2011)</b>	Xe.com

#### **WEATHER**

17. Average temperature for September in Dushanbe is between 15 and 28 degrees Celsius (59 and 83 degrees Fahrenheit). Bringing warm clothing is recommended as minimum temperature could be at or below 10 degrees Celsius (51 degrees Fahrenheit).

#### **ELECTRICITY**

18. The electricity voltage in Tajikistan is 220 Volts, 50Hz. Please note that plug adapters may be necessary.



This two-wire plug is ungrounded and has two round prongs. It is popularly known as the europlug which is described in CEE 7/16. This is probably the single most widely used international plug. It will mate with any socket that accepts 4.0-4.8 mm round contacts on 19 mm centres



Plug F, known as CEE 7/4 and commonly called "Schuko plug", is similar to C except that it is round and has the addition of two grounding clips on the side of the plug. It has two 4.8 mm round contacts on 19 mm centres.



### GENERAL INFORMATION

19. Others

- International country code: + 992 (Tajikistan) Area code for Dushanbe : 372
- Time Zone: UTC/GMT +5 hours (UTC is Coordinated Universal Time, GMT is Greenwich Mean Time). No daylight saving time in 2011.
- Taxi from Dushanbe Airport to city – is 3/10-15 mins to the city. It is recommended that you only use officially licensed taxis. Before getting into the car, ensure the driver understands where you want to go, and agree the fare. Taxis in Tajikistan do not have meters, so it helps if you know the approximate fare before you begin.
- Train from Dushanbe airport to city - there is a station near the airport, and trains run on lines #3 and #4 to the city 0600-1900. Takes 20 mins.
- <http://www.dushanbearport.com/>

### CONTACT PERSONS

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