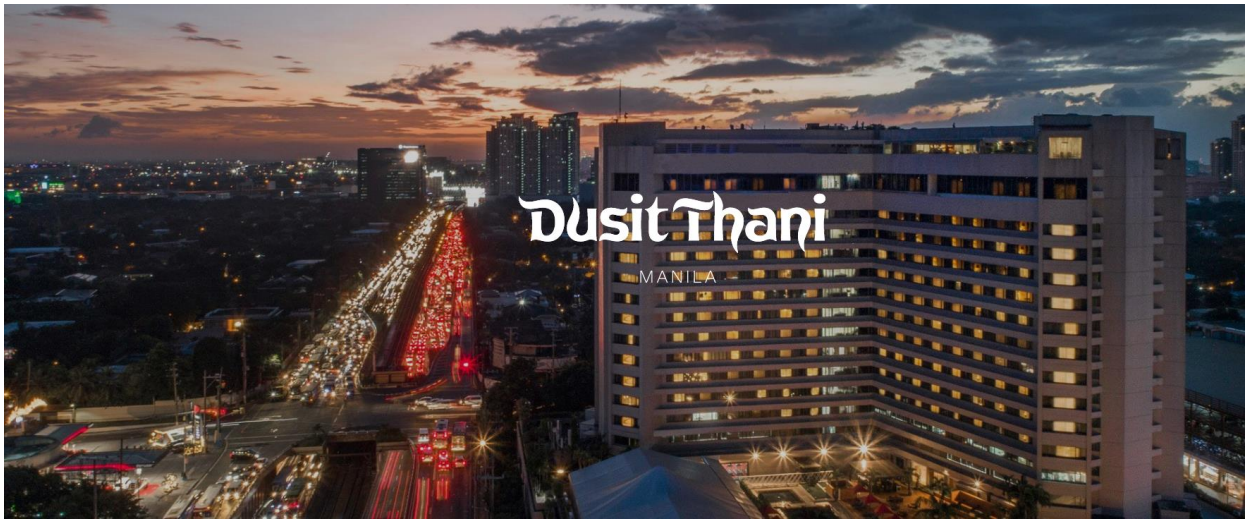
UNITED NATIONS
NATIONS UNIES

United Nations
Climate Change Secretariat

INFORMATION SHEET/LOGISTIC NOTE

Training Workshop on Climate Finance Access and Mobilization for the ASEAN region
20-23 March 2023
Makati City, Metro Manila, Philippines

MEETING VENUE



Dusit Thani Hotel
1223 Epifanio de los Santos Ave, Makati
12242 Metro Manila
Philippines

Mailing Address: CLIMATE CHANGE SECRETARIAT (UNFCCC), P.O. Box 260 124, D-53153 Bonn, Germany
Office Location: United Nations Campus, Platz der Vereinten Nationen 1, 53113 Bonn, Germany
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Email: secretariat@unfccc.int *Web*: http://www.unfccc.int

REGISTRATION AND IDENTIFICATION BADGES

Registration desk will open at **8:00 am** on **20 March 2023** at the entrance of the meeting room of the Dusit Thani Hotel. Please bring your passport or any official identification to register. For funded participants, please bring your national passports as well as your boarding passes with you for the issuance of daily subsistence allowance.

WORKSHOP PROGRAMME

Latest programme and related documentation will be sent to you prior to the workshop.

LANGUAGE

The official language of the meetings will be English. No translation/interpretation services will be provided.

DRESS CODE

Smart Casual.

NOTE FROM THE SECRETARIAT

Travel for eligible funded participants to and from Philippines will be based on the lowest cost and most direct economy fare. The UNFCCC secretariat will not be responsible for costs associated with any changes that the funded participants may wish to make to their tickets, for example upgrading, re-routing or stopovers.

The United Nations, the host government nor the secretariat shall not be responsible for the provision of or expenses relating to any medical or travel insurance for these meetings, including but not limited to any coverage relating to the COVID-19 pandemic. In addition, neither the United Nations, the host government nor the secretariat shall be liable for any loss or damage whatsoever that may be incurred during or in the context of your travel to or from these meetings or your participation therein, including but not limited to any compensation in the event of injury, illness, death or disability or for any loss or damage to your personal property. In this context, **it is strongly recommended that international medical and/or travel insurance that covers COVID-19 related costs, including but not limited to any expenses that may be incurred arising from medical treatment, quarantine costs, adjustments to travel arrangements or similar, be obtained for the period of your participation.**

VISA REQUIREMENTS FOR ENTRY INTO THE PHILIPPINES

Before departing for the Philippines, participants should ensure that their passport is valid for travel for the whole period of the workshop and six months after the workshop. Participants are responsible for all necessary arrangements for the application of an entry visa.

For visa information, please visit https://consular.dfa.gov.ph/services/visa/visa-general-info.

Please bring with you the invitation letter, this information note, and your return ticket to show to the Bureau of Immigration (BI) officer at the point of entry (e.g. airport) to the Philippines. Please cooperate and be courteous with the BI officers when you go through immigration control, including picture taking, and presenting the above documents, together with your passport, entry visa, and other documentation. Refusal to cooperate or lack of politeness to BI officers may result in denial of entry to the Philippines.

MEDICAL

COVID-19

Entry to the Philippines: Although travel to the Philippines is now permitted, foreign citizen should know and comply with IATF Resolution No. 2 , which generally include the following as a minimum:

- **Fully Vaccinated Travelers**: Pre-departure COVID testing is no longer required for fully vaccinated travelers, whether Filipinos or foreign nationals. The following proofs of vaccination against COVID-19 recognized under existing IATF regulations: (i) World Health Organization International Certificates of Vaccination and Prophylaxis; (ii) VaxCertPH; or (iii) National/state digital certificate of the foreign government which has accepted VaxCertPH under a reciprocal arrangement (unless otherwise permitted by the IATF); and

- **Unvaccinated/Partially Vaccinated Travelers**: Foreign nationals aged 18 and above who have received primary series COVID-19 vaccine and at least one (1) COVID-19 booster shot, foreign nationals aged 12 to 17 who are fully vaccinated with primary series COVID-19 vaccine; and foreign nationals below 12 years old, regardless of vaccination status, accompanied by parent/guardian who have received a complete primary series and one booster shot NO LONGER need to present a pre-departure RT-PCR/ART test. Those who do not belong to any of the mentioned categories shall present a negative Reverse Transcription – Polymerase Chain Reaction (RT-PCR) test taken within forty-eight hours (48hrs) or laboratory-administered antigen/ART test taken 24 hours prior to departure from the country of originior to the date and time of departure from the country of origin is required for entry to the Philippines.

Additional requirements for foreign nationals:

- Passport valid for at least six (6) months at the time of entry.
- Valid visa, if applicable (for those who are not entitled to a visa-free entry in the Philippines, as well as those with immigrant or non-immigrant status)
- For temporary visitors: valid onward/return ticket
- Have filled out the e-travel form. All passengers for Manila are advised to register to e-Travel: https://etravel.gov.ph/ within 72 hours before travel to avoid inconvenience, during check in, before boarding and upon arrival. **Following registration, travelers should save a copy of the QR code (printed or screenshot/online), which will be required and scanned by Philippine immigration authorities before the passport gates.**

When making travel plans, check destination-specific travel requirements to avoid unnecessary delays.

The above-mentioned entry requirements are subject to change. We highly encourage participants to also refer to the following links for further details.

- Bureau of Immigration
- https://visitor.tourism.gov.ph
- Department of Health

WEARING OF FACE MASKS

As per Executive Order No. 07, s. 2022 issued by the President of the Philippines, the wearing of face masks in indoor and outdoor settings shall be voluntary except in the following settings:

a. Healthcare facilities, including, but not limited to, clinics, hospitals, laboratories, nursing homes and dialysis clinics
b. Medical transport vehicles, such as ambulance and paramedic rescue vehicles; and
c. Public transportation by land, air, or sea.

As such, on the way to enter the Philippines, kindly prepare and wear masks on your flights, in addition to the minimum public health standards.

ACCOMMODATION

Participants may stay at the Dusit Thani Hotel or other hotels located relatively close to venue. The selection of hotels at Dusit Thani Hotel or at a walking distance from the Dusit Thani Hotel is encouraged to reduce participants' local travel emissions and their exposure to traffic.

Participants are responsible for booking their own rooms and are requested to contact the hotel well in advance. Any cancellations, postponements or other changes should be reported to the hotel. Rooms not occupied may be charged to the participants as per the hotel's policies.

Before departure from Metro Manila, participants should settle directly with the respective hotels all accounts, including room charges and other expenses, such as for local and long-distance telephone calls, Internet usage, business center usage, laundry, room and hotel transportation services, mini-bar items, as well as restaurant and bar services. Participants are also responsible for any charges incurred with respect to rooms remaining vacant owing to late arrival or rescheduled departure for which inadequate prior notice is given.

Other hotels nearby:

Hotel	Price Range (per night) and Website
Holiday Inn & Suites Makati *0.2km from the venue* Palm Drive | Glorietta 1, Ayala Center, Makati City	From USD 114 https://www.ihg.com/holidayinn/hotels/us/en/makati/mnlgs/hoteldetail Email: hism.reservations@ihg.com Front Desk: 63-2-79090888 Reservation: 0800 181 3885
Makati Diamond Residences *0.8km from the venue* 118 Legaspi Street, Legaspi Village | Legazpi Village, Makati City	From USD 120 http://www.makatidiamond.com/ +632 5317 0999 and +632 8878 9699 reservations@makatidiamond.com
Fairmont Makati *0.4km from the venue* 1 Raffles Drive | Corner Arnaiz Street, Makati Avenue, Makati City	From USD 147 https://www.fairmont.com/makati/ Tel +632 7795 1888 Fax +632 8555 9899 makati@fairmont.com Toll Free room reservations only + 800 0441 1414
Ascott Makati *0.3km from the venue* Glorietta 4, Ayala Centre, Makati City	From USD 165 https://www.discoverasr.com/en/ascott-the-residence/philippines/ascott-makati +63 2 7729 8888
The Manila Peninsula *0.7km from the venue* Ayala Avenue | Corner Makati Avenue, Makati	From USD 160 https://www.peninsula.com/en/manila/5-star-luxury-hotel-makati Telephone: +63 2 8887 2888 Email: PMN@PENINSULA.COM
Discovery Primea *0.6 km from the venue* 6749 Ayala Avenue | Lobby entrance is located on Apartment Ridge, Makati City	From USD 149 https://www.discoveryprimea.com/ +63 2 7955 8888 dp.rsvn@discovery.com.ph
Raffles Makati *0.3km from the venue* 1 Raffles Drive, Makati Avenue, Makati City	From USD 378 https://www.raffles.com/ +63 2 7795-0777 Makati@raffles.com
New World Makati Hotel *0.5km from the venue* Esperanza Street corner Makati Avenue, Ayala Center, Makati City	From USD 128 https://manila.newworldhotels.com/en/ +63 2 8811 6888
Astoria Greenbelt *0.6km from the venue* 914 Arnaiz Avenue, San Lorenzo Village, Makati City	From USD 55 https://astoriagreenbelt.com/ (+63 2) 8550-1111 or (+63) 919-911-3946 or via email at rsvn@astoriagreenbelt.com.
Crown Regency Hotel Makati *0.1km from the venue* 1026 Arnaiz Avenue, San Lorenzo Village, Makati City	From USD 36 https://www.crownregency.com/hotel/crown-regency-hotel-makati Reservations: +63 (32) 501-8888 | +639 1885 00022 | +639 1780 88848
City Garden GRAND Hotel *1.8km from the venue* 8008 Makati Ave. cor. Kalayaan Ave., Makati City	From USD 61 https://www.citygardengrandhotel.com/ T+63 2 8888 8181 T+63917-111-1911 Ereservations@citygardengrandhotel.com
St. Giles Makati Hotel *1.8km from the venue* Makati Avenue Corner Kalayaan Avenue, Makati City	From USD 28 https://www.stgileshotels.com/st-giles-makati +63 2 8988 9888
I'M Hotel *1.8km from the venue*	From USD 90 https://imhotel.com/

7862 Makati Avenue | corner Kalayaan Avenue, Makati City	• +63 2 7755 7888 • reservations@imhotel.com
The Mini Suites – Eton Tower Makati *1.3km from the venue* 128 De La Rosa St., Legaspi Village, Makati City	From USD 32 https://www.theminisuites.com/ Telephone Number:+(632) 8868 6868 Email:stay@theminisuites.com
The Charter House *0.7km from the venue* 114 Legazpi St., Legaspi Village, Makati City	From USD 43 http://www.charterhouse.com.ph/ Phone: +63 2 8817 6001 Fax: +63 2 8817 7071
Valero Grand Suites by Swiss-Belhotel *1.2km from the venue* 152 Valero Street, Salcedo Village, Makati City	From USD 40 https://www.swiss-belhotel.com/en-gb/valero-grand-swiss-belhotel-makati/ +63 2 8882 5376 inquiriesvgsb@swiss-belhotel.com

TRAVEL AND OTHER TRANSPORTATION ARRANGEMENTS

Airport transfers

There will be no airport transfer (from airport to hotel and return) provided for participants. Participants will need to make their own arrangement. See attached maps of Ninoy Aquino International Airport (NAIA) Terminal 1, 2 and 3 (Annex I).

Further, some of the hotels listed above can provide airport transfers at additional rates. Kindly coordinate this with the chosen hotel during your booking for arrangements.

Taxi (Regular/Airport/Grab)

A taxi from NAIA to the above-mentioned hotels should take around an hour or more most especially during rush hour. It costs roughly PHP 500-650 (Approx. 9-12 USD). Kindy note that all taxi providers would not accept credit card. Only the ride-hailing app Grab accepts credit card as payments upon booking a ride. It is highly recommended to always bring cash in local currency.

DAILY SUBSISTENCE ALLOWANCE (DSA)

DSA for Metro Manila = USD 249 (as of 1 February 2023)

DSA will be disbursed to funded participants only based on UN rates to cover accommodation, meals, etc. Please note that DSA rates may change at the time of the meeting and participants will be advised if there are any such changes. Passport, plane/train ticket and boarding pass(es) are required to allow payment to be made.

Participants will receive Swiss Bankers DSA cards at registration. Cards will be loaded with DSA amount (in US Dollars) and terminal expenses within 24 hours of registration at the venue.

The cards are provided by Swiss Bankers – A company based in Switzerland. The cards have the following features:

- Can be loaded and reused throughout a 3-year validity
- Can be used as a normal Mastercard/Visa
- Cash can be withdrawn
- Can be used in Shops/Hotels to pay as with other cards
- Participants deal with Swiss Bankers directly for balance enquiries, funds transfers etc.
- The PIN and access code to check card transaction details and available balances online are provided inside the sealed envelope.

Participants who have already been issued valid Swiss Bankers cards from previous UN meetings are kindly requested to bring their cards upon registration.

CURRENCY EXCHANGE AND BANKING

The local currency is Philippine Peso (PHP) and the current exchange rate (as of 8 February 2023 is approximately USD1 = PHP 54.88). Foreign currency may be exchanged at banks, money changing shops accredited by the Central Bank of the Philippines, hotels, and malls.

Regular banking hours are Mondays to Fridays from 09:00 to 15:00. Most banks have 24-hour automated teller machines.

CREDIT CARDS

Credit cards, especially MasterCard and Visa, are widely accepted. Kindly ensure that your bank provides you with relevant contact numbers in cases of lost or damaged cards.

INTERNET

Free wireless internet access is available in all conference and meeting rooms of the Dusit Thani Hotel.

TIME ZONE

Manila, Philippines Standard Time is GMT +8 hours

ELECTRICITY VOLTAGE

The standard voltage in the Philippines is 220 volts. The power sockets are of type A and B (see photos below):



Type A: This socket has no alternative plugs



Type B: This socket also works with plug A

TELEPHONE USE

The two major mobile operators in the Philippines are Globe and Smart.

It is possible to buy a local SIM card starter kit from local convenience stores like 7 Eleven, Ministop and cell phone kiosks, most airports, as well as at supermarkets. Also, ensure that you carry your charger and suitable adaptor for Philippines as you may need it.

Please remember that international calls from your mobile phone and roaming charges will usually be rather expensive. Kindly appraise yourself of the relevant costs attached to cellular phone usage and expenses.

TIME ZONE: UTC +8 hour

Philippine Standard Time is eight hours ahead of Coordinated Universal Time (UTC+8).

CLIMATE

December to May is the dry season in the Philippines. Please go to https://www.wunderground.com/ for weather updates in Metro Manila.

SECURITY & SAFETY TIPS

For security and safety tips for your stay in the Philippines, kindly refer to the following emergency phone numbers:

- National Emergency Hotline in the Philippines: 911
- Philippine National Police Hotline: 117 or (+632) 722-0650

A detailed list of other emergency numbers, can be viewed here: https://www.gov.ph/the-government/hotlines/.

For information about the local weather, currency, transport, business hours, and more visit: https://beta.tourism.gov.ph

FURTHER INFORMATION

For further information on the meetings, please contact: ClimateFinance@unfccc.int

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