



**Convention on
Biological Diversity**

Distr.
GENERAL

31 January 2007

ENGLISH ONLY

REGIONAL CAPACITY-BUILDING WORKSHOP FOR
EUROPE ON NATIONAL BIODIVERSITY
STRATEGIES AND ACTION PLANS (NBSAPs)
AND MAINSTREAMING OF BIODIVERSITY
Isle of Vilm, Germany, 27–30 April 2008

INFORMATION NOTE FOR PARTICIPANTS

1. VENUE

The Regional Capacity-building Workshop for Europe on National Biodiversity Strategies and Action Plans and Mainstreaming of Biodiversity will be held from Sunday, 27 April to Wednesday, 30 April 2008 at:

International Academy for Nature Conservation
Isle of Vilm
D-18581 Putbus
Germany
Telephone: +49(0)38301-86-113 or 147
Fax: +49(0)38301-86-150
Web site: <http://www.bfn.de/06>
Email: Gisela.Stolpe@bfn-vilm.de or Andrea.Burmester@bfn-vilm.de

2. REGISTRATION PROCEDURE, DEADLINES AND FOCAL PERSONS

Participants need to register with the attached registration form by 29 February 2008 via e-mail or fax to Andrea Burmester with copy to Sandra Meehan (addresses below). All participants are requested to provide their arrival and departure dates and times, including flight details as soon as possible, but no later than 20 March 2008. Please confirm your participation to:

Andrea Burmester
andrea.burmester@bfn-vilm.de
Telephone: + 49(0)38301-86-147
Fax: + 49(0)38301-86-150
With copy to Ms. Sandra Meehan
sandra.meehan@cbd.int
Telephone: + 1 514 287 7008
Fax: + 1 514 287 6588

3. CHECK-IN AND OPENING

Check-in will take place at the meeting venue on Saturday 26, April 2008. Participants are expected to arrive in the evening of Saturday, 26 April 2008. The formal opening of the workshop will be at 9 a.m. on Sunday, 27 April 2008. The workshop is expected to wrap up in the evening on Wednesday, 30 April 2008, with departures the following morning.

4. WORKING LANGUAGE OF THE WORKSHOP

The Workshop will be held in English.

5. DOCUMENTS

Participants are kindly reminded to bring their own copies of the pre-session documents, as there will be no extra copies made available on site during the workshop.

Pre-session documents will be made available on the Secretariat's website at: <http://www.cbd.int/doc/meeting.aspx?mtg=NBSAPCBW-EUR-01>

Participants are also requested to bring relevant documents from their countries and/or organizations. Further information is available at <http://www.cbd.int/nbsap/workshops.shtml>.

6. VISAS

Participants from European countries listed in **Annex A** require an entry visa for Germany and are strongly advised to contact the nearest German diplomatic or consular mission **as soon as possible** in order to secure the required entry visa in a timely manner, prior to departure. **It should be noted that airline companies will deny boarding in the absence of a valid visa.**

To facilitate the issuance of visas, the Academy will issue invitation letters to be attached to the visa applications and will contact the relevant embassies as soon as they receive the registration form.

A list of the German consular and diplomatic missions abroad can be accessed at the following web site <http://www.konsulate.de> (in English) or <http://www.auswaertiges-amt.de/diplo/de/Laenderinformationen/DtAuslandsvertretungen-Laenderauswahlseite.jsp> (in German).

Information regarding procedures for visa applications can be found at the following web-site: <http://www.auswaertiges-amt.de/diplo/en/WillkommeninD/EinreiseUndAufenthalt/Visabestimmungen.html#t3>

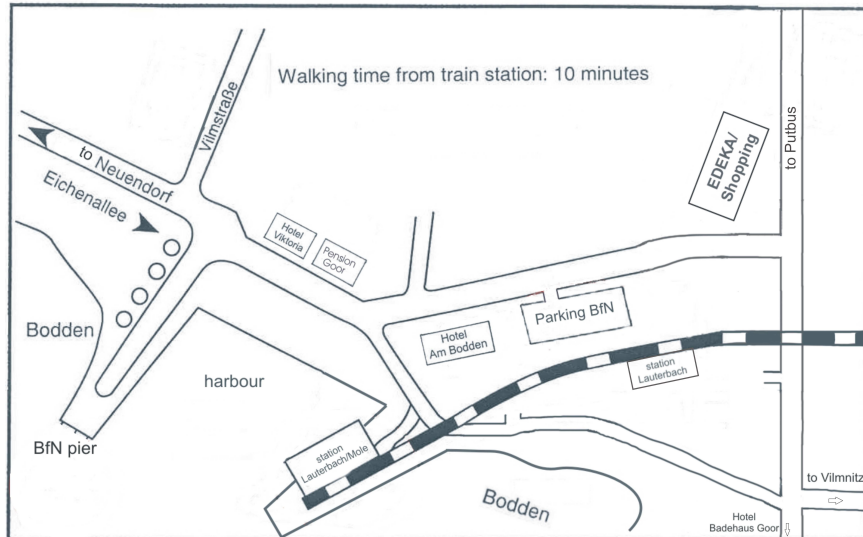
7. ARRIVAL AT VILM

The Isle of Vilm is located about 200 km from Berlin or Hamburg. Delegates to the workshop will arrive on 26 April. Some will travel via Hamburg, some via Berlin. It will be necessary to travel to Lauterbach/Mole, the harbour village close to Vilm, by train from either airport.

Please see **annex B** below for train connections to and from Berlin Tegel Airport and Hamburg Airport. Please **do buy a return train ticket** since there is no vending machine in Lauterbach.

Ferry to Vilm

From Lauterbach/Mole, you can walk to the pier where the ferry boat to the Isle of Vilm leaves (see map below and the attached travel information or at the Academy's website at http://www.bfn.de/0607_kontakt+M52087573ab0.html; the train conductor will be able to instruct you, too). The ferry is free of charge.



Cash

Please take some money in cash with you to be able to pay necessary costs during your travel to Vilm as well as refreshments during the workshop. On Vilm, some of you will be reimbursed for your travel costs. Please note that we can only reimburse economy class flights and second class train tickets. Taxi costs cannot be reimbursed. Please keep in mind that no expenses can be reimbursed which are not documented by receipts.

Weather

The weather is variable in April - it could rain frequently. The temperatures can range from 5 to 15 C. You may check the current weather conditions at <http://www.wetteronline.de/Deutschland/Ruegen.htm>. It would be a good idea to bring good walking shoes with you for the excursion around the island and for the field trip.

Farewell party

It would be nice if you could bring with you something from your country, e. g., something to eat or drink, a traditional dance or music to share with us all.

SOS number

A SOS mobile number will be announced in due time for urgent matters.

8. ACCOMMODATION

Accommodation and meals will be provided to the participants at the venue. Costs are as follows:

- Lodging per day: single room: €47, double room: €3

- Board per day: €24 + morning and afternoon coffee €3.50

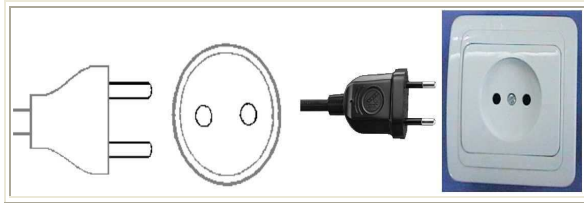
Some participants might have to lodge in Lauterbach, however, ferries will run frequently (10 minutes ride). Lodging costs in Lauterbach may vary slightly. For more information about Vilm and the Academy, please go to <http://www.bfn.de/06> and click on the buttons for the English version.

9. TIME ZONE

The time zone in Germany in April is UTC/GMT - + 2 hours

10. VOLTAGE

230 volts, 50 Hertz



11. DISCLAIMER

The CBD Secretariat disclaims all responsibility for medical, accident and travel insurance, for compensation for death or disability, for loss of or damage to personal property and for any other loss that may be incurred during travel time or the period of participation. In this context, it is strongly recommended to secure, prior to departure, international medical insurance for the period of participation.

Annex A

EUROPEAN COUNTRIES WHOSE CITIZENS REQUIRE VISAS TO ENTER GERMANY

<u>A</u>
Albania
Armenia
Azerbaijan
<u>B</u>
Belarus
Bosnia and Herzegovina
<u>G</u>
Georgia
<u>M</u>
Moldova
Montenegro
<u>R</u>
Russian Federation
<u>S</u>
Serbia
<u>U</u>
Ukraine

Registration form

To:
Ms. Andrea Burmester
International Academy for Nature Conservation Isle of Vilm
Federal Agency for Nature Conservation
Isle of Vilm - Branch Office
D-18581 Putbus/Rügen
Germany

Fax: +49-38301-86-150

E-mail: andrea.burmester@bfn-vilm.de

With copy to sandra.meehan@cbd.int and nathalie.annoua@cbd.int

I hereby register for the **Capacity Building Workshop for Europe on Implementing NBSAPs and Mainstreaming Biodiversity (deadline for registration: 29 February 2008)**

My contact data:

Name: _____ Mr Mrs Ms

Institution: _____

Address: _____

Tel.: _____

Fax: _____

E-mail: _____

My dates of arrival:

I will arrive on Vilm on _____ (date) at ca. _____ (time)

My dates of departure:

I will leave Vilm on _____ (date) at ca. _____ (time)

Board and lodging costs:

I will cover all costs connected with my participation (incl. travel costs)

- Lodging per day: single room: 47 €, double room: 35 €
- Board per day: 24 € + morning and afternoon coffee: 3,50 €

I will pay my travel costs to/from Vilm myself, but I would need funding for board and accommodation on Vilm (only applicable for selected countries)

I apply for complete funding by BfN (only applicable for selected countries)

Accommodation and board:

Which food do you prefer non vegetarian vegetarian

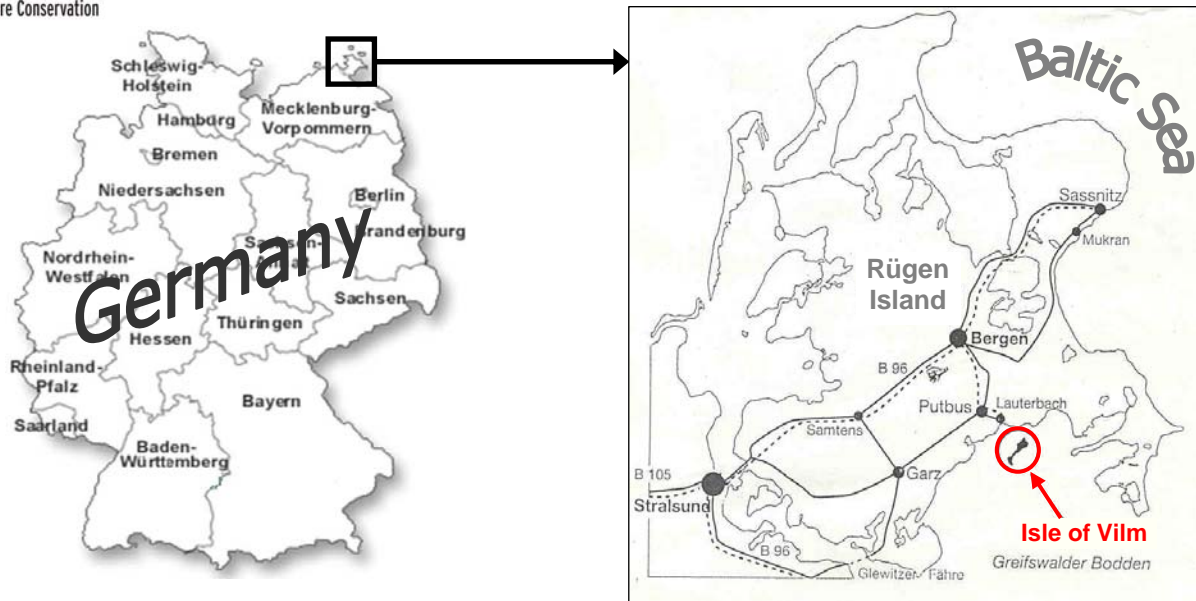
special diet, please specify: _____

I eat fish yes no

I prefer a single room double room

Please note:

- When cancelling your participation within 8 days prior to the seminar, we have to charge you a cancellation fee in case we cannot find a replacement. The cancellation fee equals 80 % of the costs for board and lodging. If you arrive later than announced, we would have to charge you for the services provided.
- We prefer payment by Maestro-Card (EC-Card). However, payment by credit card and bank transfer is possible in case you do not have a Maestro-Card.



The Isle of Vilm is situated in the north-east of Germany, south of Rügen Island. You can reach the Isle of Vilm by plane via Berlin or Hamburg with connecting trains to Lauterbach/Mole. From there the ferry leaves to Vilm.

Airports:

If you arrive at *Hamburg* airport, please take the express bus ("Jasper") to Hamburg Central Train Station ("Hauptbahnhof"). The bus runs every 30 minutes; the bus ride takes 30 minutes.

In Berlin there are three airports. If you arrive at *Berlin-Tegel*, please take the shuttle bus TXL to Berlin Central train station (runs every 10 minutes, ride takes 20 minutes). If you arrive at *Berlin-Schönefeld* or *Berlin-Tempelhof* you can use the suburban trains (S-Bahn) or the underground (U-Bahn) to reach Berlin Central Train Station ("Hauptbahnhof").

How to choose your train:

Go to www.bahn.de. For English language click the button in the upper right corner, and then type your train connection under "TravelService/Timetable" on the left. Please look for train connections to *Lauterbach/Mole*. You may also type e.g. "Berlin Airport" as point of departure, and then choose the right airport in order to get the direct train connection to Lauterbach/Mole.

Arrival by car:

If you come by car, you can park your car on the free-of-charge parking lot of the Academy which is marked on the map below.

Ferries:

There are ferry connections from several Nordic countries to Rügen or nearby:

- * Trelleborg (Sweden) to Sassnitz/Mukran (Rügen) (continue by train to Bergen)
- * Gedser (Denmark) to Rostock/Germany (continue by train to Stralsund/Bergen)
- * Klaipeda (Lithuania) to Sassnitz/Mukran (Rügen) (continue by train to Bergen)
- * St. Petersburg (Russia) to Sassnitz/Mukran (Rügen) (continue by train to Bergen)

Just in case - how to call a taxi:

Stralsund: ++ 49 (0)3831 - 292000 or 39 33 33

Bergen: ++ 49 (0)3838 - 252627

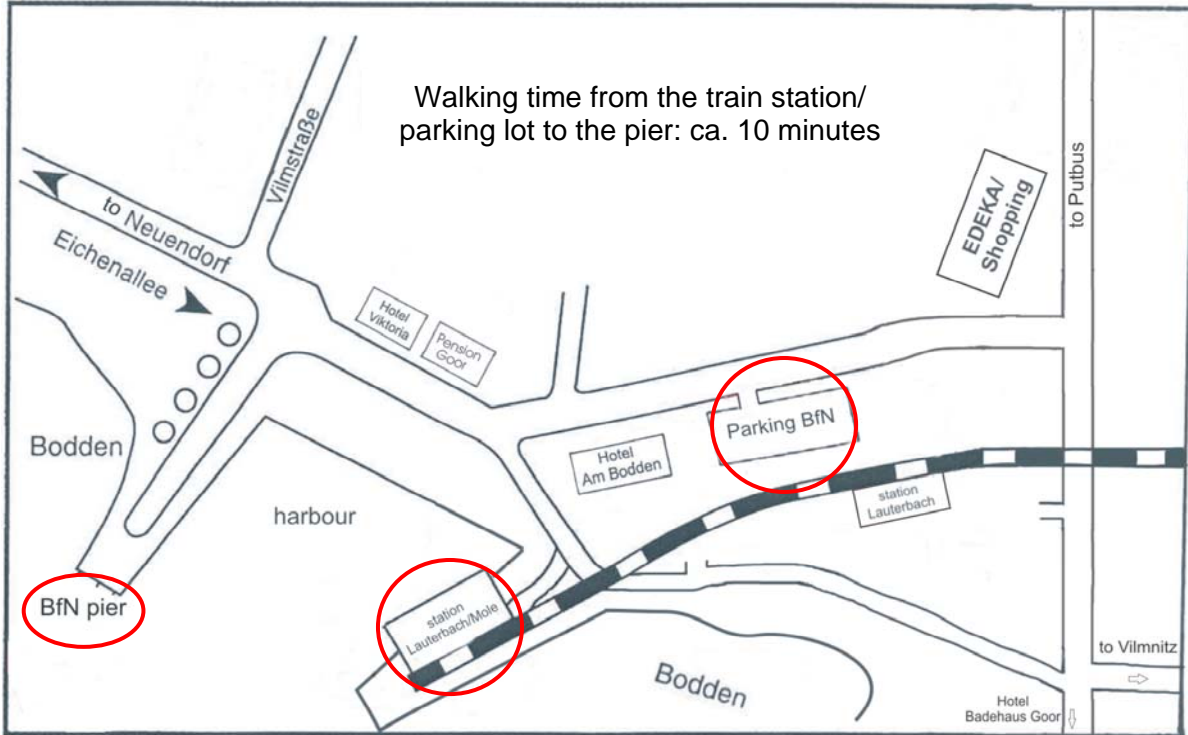
Sassnitz: ++ 49 (0)38392 - 3030

Putbus: ++ 49 (0)38301 - 339

In emergency cases

...you can reach somebody to help you at the reception of the Academy (attended until midnight). Please call: ++ 49 (0)38301-86-0.

Location of the train station, parking lot and pier in Lauterbach/Mole:



Ferry transfer to Vilm:

The ferry trip takes 10 minutes. The ferry is run by the Academy and is free of charge. It operates according to a fixed timetable (see below) which is coordinated with the train timetable.

Ferry Timetable Lauterbach - Vilm/Vilm – Lauterbach:

Monday to Friday:

Departure Lauterbach	Arrival Vilm	Departure Vilm	Arrival Lauterbach
06.40	06.50	07.25	07.35
07.40	07.50	07.55	08.05
08.10	08.20	08.25	08.35
08.40	08.50	09.20	09.30
10.15	10.25	11.00*	11.10
11.15*	11.25	12.05	12.15
12.20**	12.30	13.00**	13.10
13.15	13.25	13.35	13.45
14.15	14.25	14.35***	14.45
15.15***	15.25	15.35	15.45
16.15	16.25	16.35	16.45
17.15	17.25	17.35	17.45
18.10*	18.20	18.35*	18.45
20.10	20.20	20.30	20.40

* runs exclusively on day of arrival and departure

** runs exclusively on day of arrival, if ordered by phone 038301-860 or 0170-5232166 at least 2 hrs in advance

*** runs only on Friday

Saturday and Sunday:

Please find the schedule of the ferry in the programme of the seminar.









We wish you an enjoyable and pleasant journey!

Annex B: Train connections to and from Lauterbach/Mole

For further connections please visit the website of the German railway company: <http://www.db.de/site/bahn/en/start.html>

1. Travel via Berlin

a) Arrival: Berlin Tegel Airport - Lauterbach/Mole (2 options)









Station/Stop	Date	Time	Platform	Products	Comments
Flughafen Tegel, Berlin	Sa, 26.04.08	dep 13:06		 Bus TXL	Bus Direction: Mollstr./Prenzlauer Allee
Berlin Hauptbahnhof (S), Berlin	Sa, 26.04.08	arr 13:26			
Berlin Hauptbahnhof (S), Berlin	Sa, 26.04.08			 walk	5 min.
Berlin Hbf (tief)	Sa, 26.04.08				
Berlin Hbf (tief)	Sa, 26.04.08	dep 13:38	7	 IC 2355	Intercity
Bergen auf Rügen	Sa, 26.04.08	arr 16:52	2		
Bergen auf Rügen	Sa, 26.04.08	dep 17:36	1	 OLA80115	
Lauterbach Mole	Sa, 26.04.08	arr 17:50	1		
Station/Stop	Date	Time	Platform	Products	Comments
Flughafen Tegel, Berlin	Sa, 26.04.08	dep 15:06		 Bus TXL	Bus Direction: Mollstr./Prenzlauer Allee
Berlin Hauptbahnhof (S), Berlin	Sa, 26.04.08	arr 15:26			
Berlin Hauptbahnhof (S), Berlin	Sa, 26.04.08			 walk	5 min.
Berlin Hbf (tief)	Sa, 26.04.08				
Berlin Hbf (tief)	Sa, 26.04.08	dep 15:36	7	 EC 370	Eurocity
Bergen auf Rügen	Sa, 26.04.08	arr 18:51	2		
Bergen auf Rügen	Sa, 26.04.08	dep 19:36	1	 OLA80119	
Lauterbach Mole	Sa, 26.04.08	arr 19:50	1		

Ferry boat to Vilm (26 April 2008): Departure: 17:50, 18:10, 20:10

b) Departure: Lauterbach/Mole - Berlin Tegel Airport (2 options)






Ferry boat from Vilm (1 May 2008):

Departure: 07:25, 09:20

Station/Stop	Date	Time	Platform	Products	Comments
Lauterbach Mole	Th, 01.05.08	dep 08:05	1	 OLA80096	
Bergen auf Rügen	Th, 01.05.08	arr 08:21	1		
Bergen auf Rügen	Th, 01.05.08	dep 09:10	3	 IC 2356	Intercity
Berlin Hbf (tief)	Th, 01.05.08	arr 12:23	2		
Berlin Hbf (tief)	Th, 01.05.08			 walk	5 min.
Berlin Hauptbahnhof (S), Berlin	Th, 01.05.08				
Berlin Hauptbahnhof (S), Berlin	Th, 01.05.08	dep 12:40		 Bus TXL	Bus Direction: Flughafen Tegel, Berlin
Flughafen Tegel, Berlin	Th, 01.05.08	arr 12:59			
Station/Stop	Date	Time	Platform	Products	Comments
Lauterbach Mole	Th, 01.05.08	dep 10:05	1	 OLA80100	
Bergen auf Rügen	Th, 01.05.08	arr 10:21	1		
Bergen auf Rügen	Th, 01.05.08	dep 11:08	3	 EC 371	Eurocity
Berlin Hbf (tief)	Th, 01.05.08	arr 14:24	3		
Berlin Hbf (tief)	Th, 01.05.08			 walk	5 min.
Berlin Hauptbahnhof (S), Berlin	Th, 01.05.08				
Berlin Hauptbahnhof (S), Berlin	Th, 01.05.08	dep 14:40		 Bus TXL	Bus Direction: Flughafen Tegel, Berlin
Flughafen Tegel, Berlin	Th, 01.05.08	arr 14:59			

2. Travel via Hamburg

a) Arrival: Hamburg Airport - Lauterbach/Mole (2 options)

Station/Stop	Date	Time	Platform	Products	Comments
Hamburg Airport	Sa, 26.04.08	dep 13:00		Bus "Jasper"	To end stop "Kirchenallee/Hauptbahnhof"
Kirchenallee/Hauptbahnhof (= Main Station)	Sa, 26.04.08	arr 13:25			Walk of ca. 5 min.
Hamburg Hbf	Sa, 26.04.08	dep 13:44	8 a/b	 IC 2376	Intercity
Stralsund	Sa, 26.04.08	arr 16:42	4 a/b		
Stralsund	Sa, 26.04.08	dep 17:04	1 a/b	 RE 33315	Regional-Express
Bergen auf Rügen	Sa, 26.04.08	arr 17:32	2		
Bergen auf Rügen	Sa, 26.04.08	dep 17:36	1	 OLA80115	
Lauterbach Mole	Sa, 26.04.08	arr 17:50	1		
Station/Stop	Date	Time	Platform	Products	Comments
Hamburg Airport	Sa, 26.04.08	dep 14:30		Bus "Jasper"	To end stop "Kirchenallee/Hauptbahnhof"
Kirchenallee/Hauptbahnhof (= Main Station)	Sa, 26.04.08	arr 14:55			Walk of ca. 5 min.
Hamburg Hbf	Sa, 26.04.08	dep 15:17	8 a/b	 IC 2116	Intercity
Stralsund	Sa, 26.04.08	arr 18:27	5 a/b		
Stralsund	Sa, 26.04.08	dep 19:04	4 a/b	 RE 33317	Regional-Express
Bergen auf Rügen	Sa, 26.04.08	arr 19:32	2		

Bergen auf Rügen	Sa, 26.04.08	dep	19:36	1		OLA80119
Lauterbach Mole	Sa, 26.04.08	arr	19:50	1		






Ferry boat to Vilm (26 April 2008):

Departure: 17:50, 18:10, 20:10

b) Departure: Lauterbach/Mole - Hamburg Airport

Ferry boat from Vilm (1 May 2008):

Departure: 07:25, 09:20

Station/Stop	Date	Time	Platform	Products	Comments
Lauterbach Mole	Th, 01.05.08	dep 08:05	1	 OLA80096	
Bergen auf Rügen	Th, 01.05.08	arr 08:21	1		
Bergen auf Rügen	Th, 01.05.08	dep 09:28	3	 RE 33210	Regional-Express
Rostock Hbf	Th, 01.05.08	arr 10:54	3		
Rostock Hbf	Th, 01.05.08	dep 11:04	6	 RE 33008	Regional-Express
Hamburg Hbf	Th, 01.05.08	arr 13:30	6 a		
Hamburg Hbf	Th, 01.05.08	dep 13:45		Bus "Jasper"	
Hamburg Airport	Th, 01.05.08	arr 14:10			
Station/Stop	Date	Time	Platform	Products	Comments
Lauterbach Mole	Th, 01.05.08	dep 10:05	1	 OLA80100	
Bergen auf Rügen	Th, 01.05.08	arr 10:21	1		
Bergen auf Rügen	Th, 01.05.08	dep 10:56	3	 IC 2213	Intercity
Hamburg Hbf	Th, 01.05.08	arr 14:30	8 a/b		
Hamburg Hbf	Th, 01.05.08	dep 14:45		Bus "Jasper"	
Hamburg Airport	Th, 01.05.08	arr 15:10			