



联合国
粮食及
农业组织

Food and Agriculture
Organization of the
United Nations

Organisation des Nations
Unies pour l'alimentation
et l'agriculture

Продовольственная и
сельскохозяйственная организация
Объединенных Наций

Organización de las
Naciones Unidas para la
Alimentación y la Agricultura

منظمة
الغذية والزراعة
للأمم المتحدة

EUROPEAN COMMISSION ON AGRICULTURE

FORTIETH SESSION

Budapest, Hungary, 27 and 28 September 2017

INFORMATION NOTE FOR PARTICIPANTS

Session venue

1. The 40th session of the European Commission on Agriculture will be held in the Conference Room of the Ministry of Agriculture of Hungary (1055 Budapest, Kossuth Lajos ter 11)¹. The event will start at 8.30 hours on Wednesday, 27 September 2017, and will conclude at 16.00 hours on Thursday, 28 September 2017.

On-site check-in

2. Participants are requested to arrive at the Ministry at 8.30 hours on 27 September 2017 for on site check-in procedures.

Working languages

3. Simultaneous interpretation and all session documents will be provided in English, French, Russian and Spanish language. Two of the three side events will be interpreted in English and Russian only.

Working documents

4. All pre-session documents will be made available on the dedicated website of the 40th session of the ECA² and will also be provided to participants on pen-drives on site. As the pre-session documents are available online, participants are encouraged to use personal lap-tops/tablets during the ECA Session (for which electrical outlets will be made available in the meeting room) in order to reduce the need for hard copy documents. Printed copies of documents will be made available on the spot only upon request and in limited quantities, in an effort to achieve a paperless session.

¹ <https://goo.gl/maps/xFbtBa2963P2>

² www.fao.org/europe/commissions/eca/eca-40/en/

*This document can be accessed using the Quick Response Code on this page;
an FAO initiative to minimize its environmental impact and promote greener communications.
Other documents can be consulted at www.fao.org*



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Press liaison and information

5. For the duration of the Conference, the Communications Officer of the Regional Office for Europe and Central Asia (REU) will, in cooperation with a Press Officer of the Government of Hungary, be responsible for relations with the press and all matters concerning information to the public.
6. Accreditation is a requirement for all journalists attending the event, so journalists will be registered for the event on-site, providing a letter of assignment from their editor or employer.

Advance communication of the texts of speeches and statements

7. To facilitate the Secretariat's task and ensure accuracy of interpretation, prepared speeches or statements should be handed in advance to the ECA Secretariat by e-mail to ERC-ECA-Secretariat@fao.org. Delegates are also kindly requested to provide their speeches as delivered, to facilitate media coverage.

Correspondence and inquiries

8. All correspondence concerning the ECA should be addressed to the Secretariat at the FAO Regional Office for Europe and Central Asia, at the addresses below:

Mr Reuben Sessa
Secretary of the 40th ECA
FAO Regional Office for Europe and Central Asia
Benczur utca 34, 1068 Budapest, Hungary
Tel: +36-1 8141247, Fax: +36 1 3517029
E-mail: ERC-ECA-Secretariat@fao.org

Mr Goran Stavrik
Acting Secretary of the 31th ERC
FAO Regional Office for Europe and Central Asia
Benczur utca 34, 1068 Budapest, Hungary
Tel: +36 1 4612010, Fax: +36 1 3517029
Mob: +36 30 4732187
E-mail: ERC-ECA-Secretariat@fao.org

Ms Zsafia Horvath
Conference Assistant
FAO Regional Office for Europe and Central Asia
Benczur utca 34, 1068 Budapest, Hungary
Tel: +36 1 8141283, Fax: + 36 1 3517029
E-mail: ERC-ECA-Secretariat@fao.org

Formalities for entry into Hungary

9. Passport holders of some countries outside the Schengen area require a visa to enter Hungary. For further information regarding visa issuance, participants are encouraged to contact their local Hungarian Embassy/Consulate, or visit the website of the Ministry of Foreign Affairs of Hungary³.
10. Participants who require a visa to enter Hungary, and have indicated this during the online registration, will be issued an official invitation by the Regional Office, supporting them in their application for the entry visa at their local Hungarian Embassy/Consulate.

³ <http://konzuliszolgalat.kormany.hu/visa-waiver-agreements>

Arrival and transportation to the city

Upon arrival to Budapest airport (Liszt Ferenc airport), the following transportation means can be used to get to the city:

- the Airport Minibus
www.bud.hu/english/passengers/access_and_parking/by_airportshuttle
- the Airport Főtaxi
www.bud.hu/english/passengers/access_and_parking/by_taxi
- Public transport:
www.bud.hu/english/passengers/access_and_parking/by_public_transportation

Exchange of foreign currency

Foreign currency may be exchanged at the airport or at exchange offices and banks in town. Note that the exchange rates at the airport are not favourable and are about 20 percent higher than in the exchange offices/banks in the city. The approximate exchange rates at the exchange offices/banks in the city are: EUR 1 = HUF 304, and US\$ 1 = HUF 253 (as at 29 August 2017).

Hotel accommodation

Accommodation is to be booked and covered directly by the participants. A list of proposed hotels, with a location nearby the venue of the Session venue, can be found below. Please be informed that there are no arrangements for special hotel prices and that no block reservations are made, therefore the FAO Regional Office cannot guarantee availability in these hotels.

<i>Name of the Hotel</i>	<i>Address</i>	<i>Internet site</i>
Hotel Parlament****	H-1054 Budapest, Kálmán Imre u. 19.	www.parlament-hotel.hu/hotel
Hotel President****	H-1054 Budapest, Hold u. 3-5.	www.hotelpresident.hu/en
K + K Hotel Opera****	H-1065 Budapest, Révay u. 24.	www.kkhotels.com/opera
Radisson Blu Béke Hotel, Budapest****	H-1067 Budapest, Teréz krt. 43.	www.radissonblu.com/hotel-budapest
Carat Boutique Hotel****	H-1061 Budapest, Király u. 6	http://caratboutiquehotel.hu/
Hotel Zenit Budapest****	H-1052 Budapest, Apáczai Csere János u. 7	https://budapest.zenithoteles.com/hu/
Eurostars Budapest City Center****	H-1053 Budapest, Kossuth Lajos u. 7-9	http://www.eurostarsbudapestcenter.com/
Hotel Hungaria City Center****	H-1074 Budapest, Rákóczi út 90	https://www.danubiushotels.com/hu/szallodak-budapest/hotel-hungaria-city-center

Participants, generously supported by the Hungarian Government, will be accommodated in Benczur Hotel (www.benczurhotelbudapest.com) and in Mamaison Hotel Andrassy (www.mamaison.com). Accommodation details will be provided after the registration.

Catering Services

Buffet lunch and coffee breaks will be provided on both days of the ECA.

Reception

The Government of Hungary will host a reception on Wednesday, 27 September 2017 to which all delegates are cordially invited. Details on the place and time will additionally be provided at the consultation.

Field Trip

At the invitation of the Host Government, there will be a field visit for participants on the morning of Thursday, 28 September 2017. Participants wishing to take part will be requested to indicate this during the on-site check-in on 27 September, so that the Host Government can make the necessary arrangements. More details will be made available on arrival and relevant information will be included in the Order of the Day.

Electricity

Electricity voltage in Hungary is 220 volts with European model sockets. Should there be a need for an electricity adapter, participants should make sure to bring it along.