



## UNEP Global Mercury Partnership 3rd Waste Management Partnership Area meeting

### Logistics Information

#### 1. Schedule of the meeting

Meeting session will start on Tuesday, 10 December, and close on Wednesday, 11 December. Meeting hours for each day would be 9:00 to 17:00, including coffee breaks and lunch time.

Ahead of the meeting, site-visit tour would be held in the afternoon of Monday, 9 December 2013. We plan to visit a facility in Trece Martires, Philippines. All participants are welcome to join this tour.

#### 2. Meeting venue

Meeting will be held in 'Dasmarinas' room at Intercontinental Manila Hotel, No.1 Ayala Ave, Manila 1226, the Philippines.

#### 3. Registration

Each participant is expected to register at the hotel lobby during 13:00-13:30 on Monday, 9 December (right before the site visit). Those who will not join the site visit are expected to register during 9:00-9:30, on Tuesday, 10 December, at above venue.

#### 4. Meals and accommodation

Lunch will be provided to all participants on Tuesday, 10 December and Wednesday, 11 December. On Tuesday from 19:00, reception will be held for all participants of the meeting at 'San Lorenzo' room (just beside 'Dasmarinas' room) at Intercontinental Manila Hotel.

Accommodation is available at Intercontinental Manila Hotel, according to the requested itinerary of each participant. The room expense is 5,700 PHP for each night, including breakfast and free internet service. Funded-participants' room expense will be paid by the Ministry of the Environment, Japan. Non-funded participants are expected to pay their own expense.

#### 5. Others

For funded participants, DSAs will be delivered upon registration or during the meeting hours. Please bring your passport with you for confirmation. DSAs would be paid by Japanese Yen, please exchange the necessary amount to PHP at the information desk in the hotel. You can exchange maximum 20,000 yen per person per day at the hotel.