

**WORLD METEOROLOGICAL ORGANIZATION**

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**8222-16/WDS/AN/ET-CCP-1, ANNEX I**

**1<sup>ST</sup> MEETING OF THE CAeM  
EXPERT TEAM ON COMMUNICATION, COORDINATION  
AND PARTNERSHIP (ET-CCP)**

**ST. PETERSBURG, RUSSIAN FEDERATION**

**16-18 MAY 2016**

**INFORMATION NOTE FOR PARTICIPANTS**

**1. VENUE OF THE MEETING**

The first meeting of the CAeM Expert Team on Communication, Coordination and Partnership (ET-CCP) will be held at the Russian Geographical Society, 10A Grivtsov Lane, St. Petersburg, Russian Federation, from Monday 16 to Wednesday 18 May 2016. The meeting will start on 16 May 2016 at 09:00.

**2. REGISTRATION OF PARTICIPANTS**

Registration of participants will take place at the meeting venue on the morning of 16 May 2016. Participants are kindly requested to collect their identification badges from the Local Organizing Committee at the time of registration.

**3. WORKING LANGUAGE**

The working language of the meeting will be English.

**4. IMMIGRATION AND HEALTH REQUIREMENTS**

A valid passport (and visa if applicable) is necessary for all persons entering the Russian Federation. Latest entry and health requirements can be obtained from the Embassy of the Russian Federation in your country.

The Local Organizing Committee will make arrangements with the Passport and Visa Division of Roshydromet to provide support in visa issuance for each participant.

**5. ACCOMMODATION**

The Local Organizing Committee is responsible for coordinating the hotel accommodation arrangements for this event. A block booking has been made for all Expert Team Members at the Old Vienna Hotel at a preferential rate of RUB 7800.00 per night (from 15 to 19 May 2016). It is expected that, to ensure all participants received this preferential rate, the experts attending this meeting will stay at the Old Vienna Hotel, which is conveniently located 820 metres (10 minutes' walk) away from the venue of the meeting. Additional information regarding the hotel is available from hotel's website at: <http://vena.old-spb.ru/eng>.

**Important Notice:** Due to heavy seasonal demand for hotel bookings, experts are recommended to contact the hotel beforehand to prepay for one night. In addition, experts will be responsible for settling their own hotel bills upon departure from the hotel, and may be asked to provide a credit card imprint, or cash deposit, on arrival.

## 6. AIRPORT TRANSFER

The Local Organizing Committee will provide complimentary airport-hotel transportation if the flight information has been sent in advance. Participants will be met at the Pulkovo Airport. Please send a copy of your e-ticket to: [olpetrova2004@yandex.ru](mailto:olpetrova2004@yandex.ru) and [bykova.s@aviamet-szf.ru](mailto:bykova.s@aviamet-szf.ru) as soon as possible.

## 7. CURRENCY EXCHANGE

The local currency in the Russian Federation is the Russian Rouble (RUB). Russian banknotes are issued in RUB 5000, RUB 1000, RUB 500, RUB 100, RUB 50, RUB 10. Russian coins come in RUB 10, RUB 5, RUB 2, RUB 1, 50 kop., 10 kop.

Major currencies can be exchanged at the airport and local banks. Banking hours are from 10:00 to 20:00 on weekdays and from 10:00 to 18:00 on Saturdays. It should be noted that the exchange rate is subject to daily variations. The current exchange rate is 1 US\$ = RUB 74.55 and 1€ = RUB 82.90 (valid as of 24 February 2016).

There are official exchange offices at Russian airports, hotels and tourist agencies and some are open 24 hours per day. There are of course many Automatic Teller Machines (ATMs) available throughout the city, suburbs and regional locations.

Visa, Mastercard and Maestro credit cards are accepted in the majority of hotels and restaurants.

## 8. LOCAL CLIMATE IN MAY

The mean weather conditions in St. Petersburg in May are as follows:

Mean temperature °C		Mean total rainfall (mm)	Mean number of rain days	Mean daily sunshine
Daily minimum	Daily Maximum			
5 °C	15 °C	38 mm	12 days	16 hours

Further climate statistics for St. Petersburg can be found at:

<http://spb.nuipogoda.ru/may.html>

## 9. TIME

The time zone in St. Petersburg is UTC/GMT + 3 hours.

## 10. LOCAL ORGANIZER

The Aviamettelecom of Roshydromet is responsible for the local arrangements of the meeting. Should you require further information concerning the meeting arrangements, please contact:

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