

REDD+ FOR THE GUIANA SHIELD

5th Working Group Meeting

Analyzing and Modeling Deforestation

LOGISTICS NOTE FOR PARTICIPANTS (subject to change)

1. Opening and closing

The meeting will start on Monday May 4th at 2pm in the meeting room 318 of the Central Hotel in Cayenne. End of the meeting is scheduled at 5pm on Thursday 7th.

2. Venue

The meeting will be held at:

Central Hotel

Angle des rues Molé et Becker, 97300 Cayenne, French Guiana

Email : centralhotel-cayenne@wanadoo.fr

Website : www.centralhotel-cayenne.fr

Telephone : +594(0)594.256.565

3. Working language of the meeting

The meeting will be held in English. Simultaneous Portuguese and French will be provided. Simultaneous Dutch can also be provided as long as the request is submitted to marie.calmel@onfinternational.com no later than April 20th.

4. Needed and available equipment

During the Working Group Meeting, demonstration will be made by speakers and participants will be invited to perform some exercises. For that purpose, it is expected that participants will come with at least one computer for two participants including:

- 2Gb RAM minimum (4Gb recommended for Windows XP and Ubuntu) / 4Gb minimum for Windows 7 and 8;
- Hard disk with a minimum of 20 Gb free space;
- Spreadsheet software (Excel, Libre Office or other);
- Latest versions of R studio installed;
- Qgis;
- Pdf software.

Further details will be provided on programs to be installed on the computers.

5. Travel to Cayenne

Once named, all participants will receive a travel itinerary for the most direct flight or drive to French Guiana. To ensure seats are secured, participants are strongly recommended to confirm itinerary within four (4) days or receipt. The cost for any change to the itinerary after confirmation will be borne by the participant.

For those who are flying, transportation will be provided from and to the airport.

More information will be provided in a follow-up email.

6. Visa information

Participants from Suriname, Brazil and Guyana require an entry visa for French Guyana (Schengen visa). All applicants are responsible for their own visa arrangements. To facilitate the issuance of visas, the project team will issue upon request invitation letters to be attached to the visa applications. The visa application process can be lengthy and required a preliminary interview at the French embassy, so please allow sufficient time.

A list of relevant information on visa procedures is available on the following website:
http://www.diplomatie.gouv.fr/en/coming-to-france/getting-a-visa/#sommaire_3

Coordinates of the French embassy in Suriname and Guyana are available on this website:
<http://www.ambafrance-sr.org/Nouvel-article>

Coordinates of the French consulate in Macapá are available on this website:
<http://brasilia.ambafrance-br.org/Consuls-Honoraires>

7. Hotel information

Once named, booking will be done for all participants at Central Hotel (also meeting venue), according to their flight/drive arrangements. Expenses related to accommodation will be covered by the project.

8. Per diems

Sponsored participants will receive reduced per diems to cover any incidentals during stay in French Guiana, especially for all meals that are not covered by the project.

9. Disclaimer

ONFI/ONF disclaims all for medical, accident and travel insurances, for compensation for death or disability compensation, for loss of or damage to personal property and for any other losses that may be incurred during travel time or the period of participation. In this context, it is strongly recommended that participants secure international medical, accident and travel insurances for the period of participation prior to departure.