



Fifth Regional Platform for Disaster Risk Reduction in the Americas

March 7 - 9, 2017 | Montreal, Canada | #SendaiAmericas



Towards Risk Informed Sustainable Development

Logistics Note Participants



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Overview

The Fifth Regional Platform for Disaster Risk Reduction in the Americas (RPA), hosted by the Government of Canada and the United Nations Office for Disaster Risk Reduction (UNISDR), will be held in Montréal, Quebec, on March 7 - 9, 2017.

The RPA will be the first to be held since the adoption of the Sendai Framework for Disaster Risk Reduction (DRR) 2015-2030 in March 2015.

The main focus will be on identifying how governments, civil society leaders, technical and scientific institutions, the private sector and media can drive the implementation of activities and actions to meet the expected targets of the Sendai Framework while building capacity in the region.

A Ministerial and High-Level Authorities meeting will also take place during this Fifth Session. Both meetings, the RPA and the High-Level segment, will mark the first opportunity for governments and stakeholders in the Americas to discuss and agree on a Regional Action Plan to support the implementation of the Sendai Framework in the Americas.

For more information about the RPA, please visit the Regional Platform for Disaster Risk Reduction in the Americas [website](#).

Conference venue

The RPA will be held at the [*Palais des congrès de Montréal*](#).

Entrance to access conference: 201 Viger Street West.

For more information on how to access the *Palais des congrès* please review the [Accessibility Plan](#).

Agenda

The conference agenda outline is available [here](#). The agenda will be updated at a later date.

To stay up-to-date on social media, follow [@UNISDR_Americas](#) (available only in Spanish) and [@Safety_Canada](#) on Twitter, @UnisdrLasAmericas (available only in Spanish) on Facebook and follow #SendaiAmericas.



Registration

General registration policy

All participants are required to apply [online](#) by January 15, 2017.

The organizing committee will review all applications. In the days following their application, participants will be informed via email of the status of their request. Participants may attend the RPA only if the response indicates that their application has been accepted. We suggest applicants not make travel arrangements until after receiving an acceptance of their application.

For more information on the status of an application please contact rpa@eird.org.

Distribution of badges

Identity badges will be required to access the conference sites and events. This badge must be worn at all times and must be clearly visible for purposes of access control.

Upon presentation of a photo ID, registered participants may pick up their badge in the lobby of the *Palais de congrès* on March 6, from 2:00 p.m. to 4:00 p.m. and from 5:00 p.m. to 8:00 p.m., and on March 7 from 7:00 a.m. to 9:00 a.m.

Lost or stolen badges

If a badge is lost or stolen, the holder must immediately advise the event organizers at the information desk located on the 5th floor of the *Palais des congrès*.

Visas

All participants must possess valid travel documents and, where necessary, a visa for entry into Canada. Please be advised that the application process to obtain a visa to travel to Canada is independent from the application process for the RPA.

Travelers should apply as a tourist by clicking [here](#). Successful participants will receive an email which includes a Citizenship and Immigration Canada's Special Event Code to add as part of the visa application process.

For current information on which countries require visas to travel to Canada, please visit the Government of Canada [website](#). It should be noted that airlines will not allow a passenger to board the plane without a valid visa, and visas cannot be obtained upon arrival in Canada.

Visa-exempt foreign nationals are expected to have an [Electronic Travel Authorization](#) (eTA) to fly to or transit through Canada. Exceptions include U.S.citizens and travelers with a valid Canadian visa.

To find out what else you may need to know before visiting Canada, please refer to the [Visit Canada](#) section of the Immigration, Refugees and Citizenship Canada website.



Ground transportation on arrival

All participants are responsible for coordinating their own transportation.

Taxis

The *Palais des congrès* is 21 kilometers from the Montréal-Pierre Elliott Trudeau International Airport, approximately 20 to 40 minutes depending on traffic conditions.

Taxis cost a fixed rate of \$40.00 CDN from the Montréal airport to downtown. All other fares are by meter.

Taxis or limousines are available at the arrivals level near the central exit located in front of the cloakroom, where a dispatcher will assist you. No reservation is required. All taxi and limousine operators working out of the Montréal airport are required to have a permit and to comply with its terms and conditions. Occasionally, during periods of excessive demand, Aéroports de Montréal may call on outside operators.

Limited mobility: A certain number of adapted taxis are available at the Montréal-Trudeau Airport. Speak to the dispatcher.

Payment methods: Visa, MasterCard and American Express credit cards are accepted. Some drivers accept U.S. currency, but provincial regulations require customers to pay in Canadian currency.

Montréal-Trudeau / Downtown

	TAXI	LIMOUSINE
Fixed fare	\$40	\$55 / \$60
Minimum fare	\$17	\$50
Other destination	Meter	rate card

Private transportation services are also available from the airport and hotels.

Public bus transit

A Montréal transit (STM) bus “747” shuttle service runs 24 hours a day, 7 days a week, between Montréal-Trudeau and the Berri-UQAM metro station. Travel times range from 45 to 75 minutes, depending on traffic conditions. The cost of a ticket is \$10 CDN. A ticket gives you unlimited transit use of the STM’s bus and metro networks for 24 consecutive hours. **The fare of \$10 CDN is to be paid in cash, with exact change, on the bus.**



Accommodation

It is the responsibility of each participant to book their respective hotel rooms.

A [list](#) of suggested hotels is available at a special rate for the RPA participants. When booking accommodations, please reference the “Regional Platform for Disaster Risk Reduction in the Americas 2017”.

The hotels are within 2 to 10 minutes walking distance of the *Palais des congrès*. Hotels such as Le Westin, Hyatt Regency and InterContinental are also accessible from the *Palais des congrès* via underground walkways.

Interpretation

Simultaneous interpretation will be provided in French, English and Spanish for the opening and closing ceremonies, plenary sessions, parallel sessions, consultation sessions, official statements, and the Ministerial meeting.

Rest and lunch areas

During the RPA, there will be identified areas on-site to rest between sessions where non-alcoholic beverages, snacks and lunch will be provided at no cost.

There are other food options, at your own cost, available in and surrounding the *Palais des congrès*.

Internet

Wi-Fi internet access for delegates will be available on-site at the *Palais des congrès*.

Telecommunications

Cellular telephones and other wireless devices: Visitors should contact their existing cellular service providers to ensure that Canadian wireless service providers are included in their primary roaming list. The primary GSM carrier in Canada is Rogers Communications and the primary CDMA carriers are Bell Mobility and Telus Mobility.

Calling abroad from Canada: The code to make international calls from Canada is 011(followed by the country code + applicable number).



Health and emergency services

Health insurance coverage: It is recommended that participants obtain travel insurance before travelling to Canada to cover any medical costs. This includes medical care obtained at health facilities in the community such as hospitals and clinics by physicians.

It is recommended that participants who have prescription medications have a copy of the prescriptions (medications, glasses, etc.) available during their stay in Canada.

Vaccinations: There is no requirement to present a vaccination certificate upon entering Canada.

Emergency: Dial 911 for all health and safety emergencies.

First aid will be provided during the RPA on-site at the *Palais des congrès*. If further treatment is required, the person will be referred to the nearest hospital.

General information

High-level participants: All arriving high-level participants should alert their respective diplomatic missions/consulates for arrangements regarding security, transportation, accommodation and other protocol matters.

Dress code: Business attire is required for the duration of the conference.

Allergies/specific food requirements: It is the sole responsibility of each participant to identify in their registration form any and all food allergies or specific food requirements that need to be addressed during the course of the Fifth Regional Platform for Disaster Risk Reduction in the Americas. Please contact rpa@eird.org to identify any food allergies or restrictions that were not identified upon registration.

Where a food allergy or specific food requirement has been identified by the participant, the Government of Canada will make its best efforts to have the event caterers make arrangements for the preparation of alternative menu options to accommodate identified requirements to the best of their abilities. The UNISDR, the Government of Canada, and its agents and contractors are not responsible for any food allergy-related incidents during the course of the Fifth Regional Platform for Disaster Risk Reduction in the Americas.

Weather: The average daily maximum temperature in Montréal in March is 2°C (36°F). The average daily minimum temperature in Montréal is -6°C (21°F). Visit the following [website](#) for current weather forecasts.



Time difference: Montréal is on Eastern Standard Time (EST), UTC -5 hours from November 6, 2016, to March 12, 2017.

Currency: The currency is the Canadian dollar (CAD). Major credit cards (e.g., VISA, MasterCard) are widely accepted in Montréal. Most bank cards can also be used at ATM machines to withdraw cash in Canadian dollars. We advise you to notify your travels to the respective banks, to avoid possible card locks for attempted transactions made in Canada.

There are more than seven exchange counters at the airport. You can book your currency [online](#) and pick up your order at the airport. There are over 25 international currencies available online.

Tipping: In Canada a charge for service is generally not included in the final bill; however, tipping is customary.

- Servers in restaurants: tips range between 15 to 20% of the bill before taxes.
- Taxi drivers: tips range between 10 to 15% of the total fare.
- Bellhops, porters, doormen and hotel room housekeepers: generally, tips are at least \$1 per suitcase or per service rendered.

It is appropriate to tip more if the service was excellent. Use your discretion when deciding to tip if the service was poor. Do not tip sales staff in retail stores.

Tap water: Tap water in Montréal is safe to drink.

Electricity: The standard voltage in North America is 120 volts, while the frequency is 60 Hertz. Adaptors may not be readily available.

Visiting Montréal: Some activities will be available prior, during and after the Conference at the participant's expense and responsibility. More details to follow in the logistics section of the website.

For more information regarding tourist attractions and restaurants in Montréal please visit [Tourisme-Montréal](#).

Contact information

If you require any other information please refer to the [contact list](#) on the RPA website.