**ITU Regional Workshop on Bridging the Standardization Gap for CIS States
(Chisinau, Moldova, 7 October 2011)**

**PRACTICAL INFORMATION**

**1. Seminar venue**

Conference hall of the Hotel “CODRU”, 127, 31st May 1989 Str., Chisinau, Republic of Moldova.

**2. Transportation**

Participants of the workshop may arrive in Chisinau by train or plane. Transport will be provided by the organizers to participants from the airport/railway station to their respective hotels upon arrival and back to the airport/railway station upon departure. Participants are therefore kindly requested to complete and return the Hotel Reservation Form in **Annex 3** by fax or email to:
**Ms.** **Natalia Flenchea**, International Cooperation and European Integration Division of the Ministry of Information Technology and Communications of the Republic of Moldova **as soon as possible,** but no later than 15 **September** 2011**,** (fax: + 373 22 251 173, e-mail: natalia.flenchea@mtic.gov.md).

**3. Registration**

Registration will begin on Friday, 7 October 2011 at 08:00 in the lobby of the Conference Hall “CODRU”.

**4. Working languages**

Working languages of the workshop are Russian and English (with simultaneous interpretation).

**5. Accommodation and hotel reservation procedure**

The following hotels are proposed:

|  |  |  |
| --- | --- | --- |
| **№** | **Hotel** | **Room category and rate (in EURO € )** |
| **Single** | **Double** | **Junior suite** | **Suite** | **Executive suites** |
| **1.** | **Codru (\*\*\*\*)**127, 31st May 1989 Str.tel.: +373 22 208 103 fax: +373 22 237 948e-mail: reservations@codru.md [www.codru.md](http://www.codru.md) | 125 | 145 | 155  | - | 225 |
| **2.** | **Jolly Alon (\*\*\*\*)**37, M. Chibotar’ Str.tel.: +373 22 232 233 fax: +373 22 232 870e-mail: reservation@jollyalon.com [www.jollyalon.com](http://www.jollyalon.com) | 150 | 175 | 180 | 205 | 240 |
| **3.** | **Jazz Hotel (\*\*\*)**72, Vlaicu Pircalab str.Tel: +373 22 21-26-26Fax: + 373 22 21-33-79e-mail: jazz-hotel@hotmail.com[www.jazz-hotel.md](http://www.jazz-hotel.md)  | 99 | 99 | - | - | 149 |
| **4.** | **Dacia (\*\*\*\*)**135, 31st May 1989 Str.tel. +373 22 23-22-51 fax +373 22 23-46-47 e-mail: <http://www.daciahotel.md>[www.hotel-dacia.com](http://www.hotel-dacia.com)  | 90 | 110 | 130 | 150 | 250 |

These hotels are located in the center of Chisinau, the capital of Moldova, in the park area and the vicinity of major administrative buildings.

Kindly note, that participants are responsible for their own hotel reservations. Participants may make a reservation in one of the suggested hotels by filling-in the Hotel Reservation Form (Annex 3) and sending it directly to the selected hotel. Reservation can also be made via the Web-site of the respective hotels.

**6. Contacts**

All questions related to the workshop may be addressed to the following contacts:

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| **Ministry of Information Technology and****Communications of the Republic of Moldova** | **ITU** |
| **Mr. Vitalie Tarlev,** Head of International Cooperation andEuropean Integration DivisionТеl./fax: + 373 22 251 173E-mail: vitalie.tarlev@mtic.gov.md**Ms. Natalia Flenchea**, Chief Consultant, InternationalCooperation and European Integration DivisionТел: +373 22 251 196fax: + 373 22 251 173E-mail: natalia.flenchea@mtic.gov.md  | **Mr. Andrei Untila,** Programme Officer, ITU Area Office for CIS, MoscowTel: +7 495 926 60 70Fax: +7 495 926 60 73E-mail: andrei.untila@itu.int **Mr. Mauree Venkatesen** Programme Co-ordinatorTelecommunication Standardization Bureau, ITU, GenevaTel: +41 22 730 5591Fax: +41 22 730 5853e-mail: vijay.mauree@itu.int |

**7. Communications**

Participants can get Internet access at the venue of the Seminar. High-quality and cheep telephone services are possible through IP-telephony cards.

Chisinau code is + 373 (22). For international calls from Chisinau you should dial *00 + country code + location code + subscriber number.*

**8. Currency/exchange of currency/credit cards**

The national currency unit in the Republic of Moldova is Moldovan Lei (MDL). Credit cards are taken for payments in banks, large hotels, tourist agencies and shops.

The official exchange rates as of 12 July 2011 are as follows: 1 USD = 11,5 MDL, 1 EURO = 16,3 MDL. Updated information regarding exchange rates can be found at:

<http://bnm.md/md/official_exchange_rates>.

**9. Banks**

Banks are open from 09:00 to 17:00 from Monday to Saturday and make exchange operations.

**10. Visa**

Entry visa to the Republic of Moldova is not required for the citizens of European Union, USA, Canada, Switzerland, Andorra, Monaco, Liechtenstein, Israel, Vatican, San Marino, Japan, Norway, Iceland, Georgia, Armenia, Azerbaijan, Belarus, Kazakhstan, Kyrgyzstan, Russia, Tajikistan, Ukraine and Uzbekistan for the 90-day period of stay within 6 months.

Holders of diplomatic passports - the citizens of China, Croatia, Serbia, Turkey and Israel do not need an entry visa to Moldova on a condition that the period of their stay in Moldova does not exceed 90 days.

Citizens of Croatia, FYR Macedonia and Turkey do not need an invitation in order to apply for entry visa to the Republic of Moldova for the 90-day period of stay within 6 months.

Holders of UN «Laissez-Passer» do not need an entry visa to Moldova as well.

Holders of Service Passports - citizens of Albania, China, Croatia, Iran, Turkey, Turkmenistan and Vietnam do not need an entry visa to Moldova.

All other foreign citizens are required to obtain an entry visa to the Republic of Moldova.

Visas can be obtained only at diplomatic missions and consular offices of the Republic of Moldova abroad. Further information is available on: <http://www.mfa.gov.md/entry-visas-moldova>/.

**11. Health & Vaccination requirements**No special requirements

**12. Time Zone**

+2 GMT

**13. Weather**

Temperate continental climate

**14. Languages**

Official language is Romanian. Spoken languages are Russian, English and French.

|  | **ITU Regional Workshop on Bridging the Standardization Gap for CIS States*****Chisinau, Republic of Moldova******7 October 2011*** | sigleITU couleur |
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| **HOTEL RESERVATION FORM** |

The list of recommended hotels is provided in the *Practical Information Document.****.***

This form should be sent directly to the hotel of your choice by fax or e-mail. Kindly note that hotel reservations can also be made via the web-sites of the respective hotels.
 [Note: To ensure airport pick-up, delegates are requested to complete and return this form by fax or email (Fax: + 373 22 251 173; Email: natalia.flenchea@mtic.gov.md) to **Ms. Natalia Flenchea**, International Cooperation and European Integration Division of the Ministry of Information Technology and Communications of the Republic of Moldova **as soon as possible**, but no later than **15 September 2011**]

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| **Personal Information** |
| Last Name |  |
| First Name |  |
| Company |  |
| Address |  |
| Telephone |  |
| Fax |  |
| E-mail |  |
| Payment |  |
| **Travel Information** |
| Arrival | / / 2011 (dd/mm/yy) |
| Departure | / / 2011 (dd/mm/yy) |
| Adults |  |
| Number of rooms |  |
| Room category |  |

 Date Signature