

## Information Note

### Moscow programme of the 23rd UNWTO General Assembly Session

**14-15 September 2019, Moscow, Russian Federation**



#### 1. PLACES AND DATES

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Following the 23rd Session of the General Assembly in Saint-Petersburg, Russian Federation, Moscow City Tourism Committee, UNWTO Affiliate Member, in cooperation with the Government of the Russian Federation and the World Tourism Organization, will host the Session on Strategies for the Development of Tourism in Global Cities, to take place from 14 to 15 September 2019 in Moscow.

The two-days event will offer a unique opportunity to continue discussions started at the UNWTO General Assembly, with a special focus on urban and city development, and showcase the progress made in this direction by the capital of the Russian Federation. Participants will not only get excellent networking opportunities, but also enjoy the rich cultural heritage of Moscow.



## 2. CONTACTS

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UNWTO	Host-city coordinators
<p><b>Ms. Yolanda Sansegundo</b> Conference Services Specialist Conference Services E-mail: <a href="mailto:ysansegundo@unwto.org">ysansegundo@unwto.org</a> Tel.: +34 91 567 8188</p> <p><b>Mr. Dmitry Ilin</b> Department Assistant Affiliate Members Department E-mail: <a href="mailto:dilin@unwto.org">dilin@unwto.org</a> Tel.: +34 91 567 8167</p>	<p><b>Ms. Ksenya Boykova</b> Deputy Director, Head of international affairs and event management, Project office for the development of tourism and hospitality of Moscow Committee for tourism E-mail: <a href="mailto:BoykovaKA@mos.ru">BoykovaKA@mos.ru</a> +7 495 098 0090 (ext.2003)</p> <p><b>Ms. Anastasia Popova</b> Project manager of international affairs and event management, Project office for the development of tourism and hospitality of Moscow Committee for tourism E-mail: <a href="mailto:PopovaAA3@mos.ru">PopovaAA3@mos.ru</a> +7 495 098 0090 (ext.2016)</p>

## 3. RECEPTION AND LOCAL TRANSPORTATION

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The host will organize the reception of participants at Leningradsky railway station and will facilitate the free transfer of delegates on arrival and departure between the railway stations/airports, the official hotels and the venues of the Moscow Programme. In order to arrange all logistical details, please include all the necessary logistical information while registering online.

## 4. REGISTRATION

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Participation in the Moscow programme is **by invitation only (Head of each delegation plus one accompanying person)**. The host will cover transfers by train from Saint-Petersburg to Moscow on 14 September and from Moscow to Saint-Petersburg on 15 September 2019 and will cover one night accommodation at the designated hotels including late check-out at 6 p.m. on 15 September 2019. **Please bear in mind that the capacity for this conference is limited, therefore it is essential that you register for the Moscow event through the [website of the UNWTO General Assembly](#) as soon as possible**, if you wish to attend. The host will also take care of meals for these two days.

May other delegates wish to join the Moscow programme, they will be provided discounted rates at the designated hotels.

The **Social Programme** and **Technical Visits** including in the programme are free of charge for all the delegates.

The invitation letter along with the programme will be sent to the Head of each delegation (plus one).

Heads of delegation wishing to join the event are requested to indicate so before **Thursday, 8 August 2019**, on their online registration form for the General Assembly: [unwto.org/ga23](http://unwto.org/ga23).

The online registration platform will be collecting all necessary information regarding the participation in the Moscow programme

## 5. ENTRY FORMALITIES

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Participants who require a visa to the Russian Federation are kindly requested to refer to the Information Note of the 23<sup>rd</sup> session of the UNWTO General Assembly: <http://imd.unwto.org/event/general-assembly-twenty-third-session>

**Make sure that your visa is valid until 16 September 2019.**

## 6. PROGRAMME

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### 14 September, Saturday

08:40	Arrival to Moscovsky railway station in Saint-Petersburg
09:20/09:30	Departure by Sapsan trains from Saint-Petersburg to Moscow
13:25/13:35	Arrival to Moscow (Leningrandsky railway station)
13:30-14:00	Transfers to the hotels (see the list of the hotels)
14:00-15:00	Check-in at the hotels (see the list of hotels)
15:00-16:00	Lunch at the hotels
16:00-16:30	Transfer from the hotels to the <a href="#">Helicon Opera</a> with a tour guide for the session
17:00-19:00	Opening session on <b>“Everyone benefits: strategies for the development of tourism in global cities”</b>
19:00-19:30	Transfer to the House of Unions for Gala Dinner
19:30-23:30	Gala Dinner at the <a href="#">House of Unions</a>
23:30-00:00	Transfer to the hotels

### 15 September, Sunday

10:00-11:00	Breakfast in the hotel
11:00-11:30	Transfers to excursion start
11:30-14:00	Boat trip along the Moskva river on Radisson Royal Flotilla yacht, including lunch
14:00-14:30	Transfer to Technical visits
14:00-17:00	Technical visits (please choose your option): <ul style="list-style-type: none"><li>• Moscow Kremlin</li><li>• Red Square and Zaryadye Park</li><li>• The Sparrow Hills and Luzhniki Sports Complex</li><li>• VDNKh and the “Space Moscow” route</li><li>• Main sights of the Soviet avant-garde</li><li>• The New Tretyakov Gallery and Muzeon</li><li>• The Pushkin Museum</li></ul>
17:00-18:00	Transfer to the hotels
18:00-18:30	Walk from the Hotel to the Conservatory Lounge Bar at Ararat Park Hyatt Hotel
18:00-21:30	Farewell Party at the Conservatory Lounge Bar (optional)

## 15 September, Sunday (should the delegate return to Saint Petersburg)

07:30-08:30	Breakfast in the hotel
08:30-09:30	Transfer to Leningradsky Railway Station
09:40	Departure on high-speed Sapsan train from Moscow to Saint Petersburg
13:40	Transfer to Technical visits

## 7. ACCOMMODATION

The host city will be covering accommodation for participants (Head of delegation plus one) at 5\* hotels in the centre of Moscow (see the list of the hotels below) from 14 to 15 September 2019 (one night with a late check-out at 6 p.m. on 15 September 2019). **Please bear in mind that the capacity for this conference is limited.**

Hotel	Address
<a href="#">Metropol Moscow 5*</a>	2 Teatralniy Proezd, 109012 Moscow, Russia
<a href="#">The Ritz-Carlton Moscow 5*</a>	3 Tverskaya Street, 125009 Moscow, Russia
<a href="#">Hotel National, a Luxury Collection Hotel, Moscow 5*</a>	15/1 Mokhovaya str. bld. 1, 125009 Moscow, Russia

Other delegates are offered to book their accommodation at **Radisson Collection Hotel, 5\*** at the discounted price per single/double room

Hotel	Price	Address
<a href="#">Radisson Collection Hotel, Moscow 5*</a>	155 EUR / 170 EUR	2/1 Building 1, Kutuzovskiy Avenue 121248 Moscow Russia

All the participants can book their accommodation by contacting Ms. Anastasia Popova, (PopovaAA3@mos.ru)

## 8. GENERAL INFORMATION

### 8.1. Currency

The rouble is the official currency of the Russian Federation. For the latest exchange rates, please see the Central Bank of Russia website: [www.cbr.ru](http://www.cbr.ru).

All the main types of payment cards are accepted in Russia, including Visa, MasterCard, Mir, UnionPay, American Express, Diners Club, and Discover. Although payment cards are accepted in most restaurants and many stores in Saint Petersburg, participants are advised to have some cash at hand.

### 8.2. Banks

In Moscow, there are many banks, both Russian and foreign. They are usually open from 9 am to 6 pm, Monday to Saturday, without a lunch break.

Practically in any institution in Moscow, international bank cards of payment systems VISA and MasterCard, as well as the Russian payment system Mir, are accepted for settlement. Cards of other systems, such as American Express and UnionPay, may not be used everywhere, however, ATMs and bank offices usually accept them too.

### **8.3. Time Zone**

Moscow is located in the GMT+3 time zone.

### **8.4. Climate**

Moscow is located in a humid continental climate zone. The hottest months are July and August with the average temperature remaining between 19 °C and 25 °C , often exceeding 30 °C . The coldest months are January and February, temperatures normally drop to approximately -10 °C but can also rise above 0 °C. Usually summer turns into winter very quickly, and there is a brief break in September, perfect for the tourists, called “golden autumn”. This is a nice opportunity for travelers to enjoy Moscow in fall colors. The average temperature in September is +13°C (+55.2°F).

### **8.5. Electricity**

The power supply voltage in Russia is 220V (50–60Hz). Type C and F sockets are common.

### **8.6. Health Requirements**

No vaccinations are required to enter the Russian Federation.

### **8.7. Insurance**

Participants are advised to buy a voluntary medical insurance policy for foreigners, available by pre-order or for purchase upon arrival.

Insurance of foreign citizens visiting Russia is a popular service offered by many insurance companies throughout the country.

Policies for foreign citizens may cover the following risks:

- medical expenses;
- luggage;
- accidents; and
- other risks upon request.

### **8.8. Shopping**

Moscow shops and trade centers are an important part of the tourist routes of the city. No matter if you prefer the tried-and-true classics or choose conceptual, contemporary brands, you will find everything in Moscow.

Save up to 18% when you shop Tax Free at a selection of famous department stores, shopping malls and luxury brands in Moscow. Spend a minimum of RUB 10,000 per retailer and per calendar day (c. 150 USD) to claim your tax refund.

### **8.9. Dress Code**

For attendance to the sessions: Informal attire is recommended (no necktie for men). The rooms where the meetings will be held are air-conditioned.

For attendance at evening social events: Long-sleeved shirts and neckties are recommended for men and formal attire for women.

### **8.10. Official Language**

Official languages of the Moscow Programme are Russian and English.

### 8.11. Mobile phones

Moscow operators offer a variety of mobile telecommunications services in the GSM, UMTS and LTE standards. Guests to the city may acquire SIM cards of local mobile operators. All mobile operators provide mobile Internet services.

In accordance with the laws of the Russian Federation, a participant must be physically present and show a passport (passport of a citizen of the Russian Federation or a passport of a foreign citizen) in order to purchase a SIM card and sign a contract for the provision of mobile communication services.

### 8.12. Local Currency and Exchange Rates

Local Currency is Roubles. Dollars and euros can be exchanged at almost any bank office or special exchange office (some open 24h) upon presentation of passport. Other currencies are normally only changeable at larger banks or central exchange offices. Commission is normally negligible.

### 8.13. Local Transport Information:

Domodedovo airport – tel. +7 (495) 933-6666  
Sheremetyevo airport – tel. +7 (495) 232-6565  
Vnukovo airport – tel. +7 (495) 937-5555  
Aeroexpress train– tel. 8-800-700-33-77  
Unified railway station inquiry service 8-800-775-00-00

Moscow public transport includes metro, buses, trolley buses, trams, trains of the Moscow Central Ring, taxis Aeroexpress trains

Contact the “Moscow transport” Center – tel. +7(495) 539-5454

### 8.14. Emergency Contacts:

112 is the main number you should remember. You can call it from any phone, even if your mobile is out of coverage.

Other important phones:

101 – fire emergency;  
102 – police;  
103 – ambulance;  
104 – gas emergency service.

## 9. TOURIST INFORMATION

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*Tourist Call Center* provides up-to-date information about the city sights, tourist services, city transport, offers prompt advice in case of emergency situations in Russian, English and Chinese.

– tel. +7 (495) 122-0111

(Dialing from mobile phone and landline from foreign countries and within the territory of the Russian Federation. Payment as per a subscriber's mobile operator's plan).

– tel. 122

(Dialing from mobile numbers of all Russian and foreign operators within the territory of Moscow and the Moscow region. Payment as per a subscriber's mobile operator's plan).

Today Moscow offers its guests two main tourist information centers:

"Visit Center" of the Moscow State Unified Museum-Reserve "Kolomenskoye"  
39 Andropova Avenue.

Working hours: Tuesday-Sunday – from 10:00 to 18:00, Saturday – from 11:00 to 19:00, Monday – day off.

Tourist Information Center near the Cathedral of Christ the Savior  
15 Volkhonka Street.

Working hours: daily from 10:00 to 19:00.

There are also tourist information stands at the airports and railway stations, with the specialists who will help to get to the city and call a taxi.