

## Information Note

CE/112/Note Inf.  
Madrid, 8 July 2020  
Original: English

### 1. Place and dates of the session

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In accordance with decision CE/DEC/4(CXI) adopted at its 111th session held in Saint Petersburg, Russian Federation, the Executive Council will hold its 112th session in Tbilisi, Georgia, by invitation of the Government of Georgia from 15 to 17 September 2020.

In the framework of the Council, the UNWTO Global Investment Forum will be held in the afternoon of 16 September. The UNWTO High-level Investment Forum will invite Ministers of Tourism, traditional, non-traditional investors and media partners to share best practices, case studies and insights, with a forward-looking vision to develop sustainable investments strategies to effectively ensure the recovery of the tourism sector after the pandemic.

### 2. Contact information

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UNWTO	Host country
<p><b>Ms. Yolanda Sansegundo</b> Assistant Conference Services Tel.: +34 91 567 8188 E-mail: <a href="mailto:ysansegundo@unwto.org">ysansegundo@unwto.org</a> <a href="mailto:council@unwto.org">council@unwto.org</a></p>	<p><b>Ms. Tamar Koriauli</b> Head International Relations Department, Georgian National Tourism Administration Tel: +995 595 119 696 E-mail: <a href="mailto:t.koriauli@gnta.ge">t.koriauli@gnta.ge</a></p>

### 3. Registration

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Registration for the Council session will be carried out online. Participants are kindly requested to complete the registration form by Friday, 14 August 2020. The form is available on the UNWTO website: [www.unwto.org/events/executive-council-112th-session](http://www.unwto.org/events/executive-council-112th-session)

Participants are kindly requested to wear their badges throughout the Council session in the area reserved for the meetings and at all social events.

### 4. Reception at the airport and transfers

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The authorities of the host country will organize a reception service for participants at the Tbilisi International Airport.

Participants will be provided with a free shuttle service upon arrival and departure between the airport and the main hotels<sup>1</sup> from 14 September to 19 September. To avail of this service, arrival and departure information must be provided when completing the online registration form.

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<sup>1</sup>The shuttle service will operate only to the hotels listed in this note.

To enable the authorities to properly organize the welcome and shuttle services, participants must complete and submit the online registration form indicating their arrival and departure flight information and their accommodation details, before Friday, 14 August 2020.

## 5. Accommodation

The hotels listed below are offering special rates on a limited number of rooms. Please note that in order to make bookings and obtain the preferential rates, reservations should be made directly through the hotel indicating the code "UNWTO" through the links or e-mail provided for the respective hotels below.

Hotel	Room Type	Rate per night (USD) (including VAT and breakfast)	Booking contact	Distance from the venue
Biltmore Hotel Tbilisi 5* Address: 29 Shota Rustaveli Avenue, 0108 Tbilisi, Georgia Website: <a href="https://www.millenniumhotels.com/en/tbilisi/the-biltmore-hotel-tbilisi/">https://www.millenniumhotels.com/en/tbilisi/the-biltmore-hotel-tbilisi/</a>	Standard	142	Ketevan Rekhviashvili <a href="mailto:Ketevan.rekhviashvili@biltmorecollection.com">Ketevan.rekhviashvili@biltmorecollection.com</a> +995 579 010 701  Booking: see <a href="#">link</a> (Promo code: UNWTO)  Special rates apply until 5 September	Venue
	Double	165		
Hotel StambaTbilisi Address: 14 Merab Kostava Street, 0108 Tbilisi, Georgia Website: <a href="http://www.stambahotel.com">www.stambahotel.com</a>	Standard	135	Mariam Sekhniashvili <a href="mailto:mariam.sekhniashvili@adjaragroup.com">mariam.sekhniashvili@adjaragroup.com</a> +995 577 400 706 Booking: see <a href="#">link</a> (Promo code: UNWTO)  Special rates apply until 20 August	700m
	Double	150		
Rooms Hotel Tbilisi 4* Address: 14 Merab Kostava Street, 0108 Tbilisi, Georgia Website: <a href="https://roomshotels.com/tbilisi/">https://roomshotels.com/tbilisi/</a>	Standard	110-135	Mariam Sekhniashvili <a href="mailto:mariam.sekhniashvili@adjaragroup.com">mariam.sekhniashvili@adjaragroup.com</a> +995 577 400 706 Booking: see <a href="#">link</a> (Promo code: UNWTO)  Special rates apply until 20 August	710m
	Double	125-150		

### For the technical visit on 17-19 September (Kakheti region)

Radisson Collection Tsinandali 5* Address: Tsinandali, Kakheti region 2217 Website: <a href="http://www.radissonhotels.com/en-us/hotels/radisson-collection-tsinandali-georgia">www.radissonhotels.com/en-us/hotels/radisson-collection-tsinandali-georgia</a>	Standard	154	Lika Siradze <a href="mailto:Lika.siradze@radissoncollection.com">Lika.siradze@radissoncollection.com</a> +995 551 55 22 00 Booking: see <a href="#">link</a>  Special rates apply until 15 August	Venue
	Double	177		

## **6. Submission of credentials and identification papers**

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With a view to ensuring a smooth verification process, the Member States of the Executive Council are kindly requested to submit their credentials electronically to the Secretariat no later than ten days before the opening of the session.

A scanned copy of the credentials should be sent to Ms. Shirin El Tayan, Protocol Officer, at [seltayan@unwto.org](mailto:seltayan@unwto.org). The originals must be submitted to the Secretary-General at least one day before the opening of the Council session.

Only credentials from Heads of State or Prime Ministers, Ministers of Foreign Affairs or Ministers responsible for tourism of the respective State or his/her equivalent will be regarded as valid credentials. Only formal letters or faxes bearing the signature of the competent authority are considered valid. (See model credentials letter in the Annex.)

Only duly accredited delegates shall be authorized to exercise the right to vote and to take the floor at the meetings of the Executive Council.

## **7. Status of participants**

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Georgia will make the necessary arrangements to facilitate the arrival, stay and departure of all the participants invited by the Organization.

During their stay, the participants will enjoy the privileges and immunities conferred to delegates at events of the UNWTO in Georgia, in accordance with the provisions of the Convention on the Privileges and Immunities of the Specialized Agencies of the United Nations.

## **8. Entry formalities**

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The Government of Georgia will grant free visas to all delegates attending the 112th session of the Executive Council.

For detailed information on visas and the list of diplomatic and consular missions of Georgia with their respective countries of jurisdiction, as well as on countries whose nationals require a visa or are exempt from such requirement, visit the website of the Ministry of Foreign Affairs, at: [www.geoconsul.gov.ge](http://www.geoconsul.gov.ge)

For any enquiries about visas, please contact:

### **Georgia**

Ms. Tamar Koriauli, Head of International Relations Department, Georgian National Tourism Administration, e-mail: [t.koriauli@gnta.ge](mailto:t.koriauli@gnta.ge)

### **UNWTO**

Ms. Shirin El Tayan, Protocol Officer, e-mail: [seltayan@unwto.org](mailto:seltayan@unwto.org)

## **9. Travel protocols**

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A set of comprehensive measures and a strict health protocol will be applied to ensure the safety of delegates in compliance with international standards and World Health Organization's recommendations on public health emergencies. The host will distribute an Advice for Meeting Participants' package before the meeting.

## **10. Working languages**

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The documents for the Council session will be available in Arabic, English, French, Russian and Spanish. Simultaneous interpretation of the Council discussions will be provided in these five languages.

## **11. Working documents**

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In light of the United Nations mandate to promote sustainability, UNWTO is strengthening its efforts towards environmental sustainability by implementing paperless events and conferences.

Delegates are kindly requested to take note that the working documents will not be distributed on paper at the venue of the event. Participants are encouraged to bring their own electronic devices and/or make use of the tablet which will be made available to each Delegation at the meeting.

All the documents will be posted online at [UNWTO website](#). Delegates will be notified by e-mail of the posting of the documents.

## **12. Internet access**

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An area equipped with several computers with free Internet connection will be reserved and made available to delegates.

## **13. List of participants**

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A provisional list of participants will be available in advance for consultation on the UNWTO website.

The final list of participants will be completed on the basis of the data entered in the registration forms and it will be posted on the UNWTO website shortly after the closure of the Council session.

## **14. General information**

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### **Climate**

Tbilisi has a humid continental climate, with warm to hot summers and cold winters. The average annual temperature in Tbilisi is approximately 24.4 °C (75.9 °F). The absolute minimum recorded temperature is -24 °C (-11 °F) and the absolute maximum is 40.3 °C (104.5 °F). Average temperature in September is 19°C (66°F) to 26°C (79°F).

### **Official time**

Standard Time Zone: GMT/UTC + 04:00 hour

### **Currency and banking**

The official currency in Georgia is the Georgian Lari (GEL)

Exchange rate as of 26.06.2020: 1 USD=3,05 GEL; 1 EUR=3,42 GEL

Currency exchange is available at banks, airports and major hotels in Georgia. ATM services are also available at most hotels in Georgia, including the Conference venue.

### **Credit cards, shopping and tipping**

Most shopping malls and big stores, hotels and restaurants in Georgia accept major international credit cards. However, it is recommended to carry some cash since some small establishments and stores may not accept credit cards. When dining, you will more than likely see a 10% service charge added to your bill. If it has not been added, you can leave a gratuity of around 10 to 15%.

### **Language**

The native language is Georgian, but most people speak English and Russian. Business meetings are usually held in English.

### **Electricity**

The power supply in Georgia is 220-240V/50 Hz (two round pins). Adaptors and converters may be needed if you are travelling from countries that use 110V or other types of plugs.

### **Local & international phone calls**

For international inbound calls, the country code is +995, and the area code for Tbilisi is 32.

## Tourist information Georgia

Please see Visit Georgia's website for more information: <http://georgia.travel>

### Useful telephone numbers

Fire/Medical Emergencies: 112

Police: 112

Ministry of Health: 1505

Tbilisi Tourism Information Center: +995 322 15 86 97

## 15. Tourist information

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### Georgia



Located at the crossroads between Europe and Asia, Georgia is a combination of uniqueness and diversity. The country has seamlessly integrated aspects of various cultures, while at the same time retaining its own unparalleled identity.

It attracts and welcomes visitors with Black Sea coastline, curative climate, national parks, snow-capped mountain range, rich culture, UNESCO Heritage Sites, delicious cuisine, unique wine and world-famous hospitality.

### Tbilisi



Georgia's ancient, yet vibrant and dynamic capital city - Tbilisi spreads out on both banks of the Mtkvari River. The name "Tbilisi" derives from the Old Georgian word "tbili", meaning warm and is associated with the naturally warm Sulfur Waters springing outright in the central part of the Old Town.

One of the Must-Dos and probably the most distinctive pleasures of visiting Tbilisi is wandering through the Old City's cozy, vintage streets, with its old-style balconies, ancient churches, and charming shops. Here one will notice a number of eclectic sights ranging from churches to mosques and synagogues, together with art galleries and cafes along the way.

The uniqueness of attractions and the cultural as well as architectural diversity, presented with the stunning views available at this spot, are simply overwhelming.

### Kakheti Region



Kakheti region is located in the far east of Georgia.

The region is famous for its stunning landscapes, snow-covered mountains, rich culture, incredible monasteries, cave complexes, and gorgeous cities.

Kakheti is also known as the country's main wine-making region. Almost everywhere you go, you'll find yourself invited to drink a glass of traditional qvevri wine.

The unique wine-making method, which is still broadly exercised throughout the country, has been inscribed in the list of the Intangible Cultural Heritage of Humanity by UNESCO since 2013. Georgian wine is made in massive, clay, egg-shaped vessels (Qvevri) that are buried underground and are used for aging and storing wine. Nowadays, over 500 breeds of grapes grow in Georgia most of them being authentic with exceptional characteristics.

## Tsinandali



Tsinandali, a village in the Kakheti region (100 km east of Tbilisi), is famous for the estate and the historic winery which once belonged to the 19th-century aristocratic poet Alexander Chavchavadze (1786-1846). The house-museum is surrounded by a beautiful park with a unique and impressive layout with a mixture of natural and decorated gardens that occupies 18 hectares.

Tsinandali Estate is the cradle of classical winemaking of Georgia, the place where Georgian wine was first bottled. Today the noble, 8000-year long tradition of Georgian winemaking continues and ancient Qvevri and classical European winemaking still coexist

**Annex: Model credentials letter<sup>1</sup>**

**Standard format letter**

*Official letter-headed paper<sup>2</sup>*

**Credentials**

I, the undersigned, (name and full title of the competent authority<sup>3</sup>), hereby attest that the Government of (name of country) has authorized the following delegate to represent it at the 112th session of the Executive Council of the World Tourism Organization, to be held from 15 to 17 September 2020 in Tbilisi, Georgia:

Delegate: (name and full title)

[Alternate(s)<sup>4</sup>]: (name and full title)

Done at (name of city), on (date)

Name, full title and signature

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<sup>1</sup> It should be pointed out that only formal letters or faxes bearing the signature of the competent authority are considered valid credentials. Further, credentials can be accepted only if written in any of the working languages of the General Assembly or if an appropriate translation is attached.

<sup>2</sup> Including official logo of the Ministry.

<sup>3</sup> Please note that only credentials from Heads of State or Prime Ministers, Ministers of Foreign Affairs or Ministers responsible for tourism of the respective State or his/her equivalent are regarded as valid.

<sup>4</sup> Rule 31 of the Rules of Procedure of the Executive Council stipulates: "The delegation of each Full Member of the Council shall consist of one delegate, who may be accompanied by one or more advisers entitled to act as alternates."