

Information Note 1

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Madrid, 13 August 2019
Original: English

1. Place and dates of the meetings

In accordance with resolution A/RES/708(XXII), the General Assembly of the World Tourism Organization (UNWTO) will hold its twenty-third session in Saint Petersburg, Russian Federation. As agreed with the host country, the meetings of the Assembly will take place from 9 to 13 September 2019 at the following venues: the Tauride Palace, the ExpoForum Convention and Exhibition Centre and the Presidential Library.

2. Contact details of the Organizing Committee

UNWTO coordinators	Host-country coordinators
<p>Ms. Zhanna Yakovleva Chief of Cabinet Office of the Secretary-General Tel.: +34 91 567 8100 E-mail: cose@unwto.org</p> <p>Ms. Yolanda Sansegundo Conference Services Specialist Conference Services Tel.: +34 91 567 8188 E-mail: ysansegundo@unwto.org assembly@unwto.org</p>	<p>Ms. Tatiana Anisimova Head of Communications, Centre of Strategic Developments Tel.: +7 916 976 4336 E-mail: t.anisimova@csr.ru</p> <p>Ms. Elizaveta Aydynyan Expert of International Cooperation Department Federal Agency for Tourism of the Russian Federation Tel.: +7 926 707 5665 E-mail: aydynyan@russiatourism.ru</p>

3. 41st UNWTO Affiliate Members Plenary Session

The 41st UNWTO Affiliate Members Plenary Session will take place on 9 September as the first official activity of the General Assembly. The Plenary Session is the most important annual event for the Affiliate Members and serves as the ideal setting for Affiliate Members to discuss the annual Programme of Work, to make their voices heard and to be informed of what UNWTO and the Affiliate Members Department is doing in new and existing areas of work.

This year, the Affiliate Members Plenary Session will be the scene of the launch of a new and powerful online tool, exclusively available for Affiliate Members, as well as discussions and presentations regarding the 2020 Programme of Work of the Affiliate Members Department.

For further information, please contact the Affiliate Members Department: am@unwto.org

4. High-Level Forum on Medical and Health Tourism

Health, wellness and medical tourism have grown exponentially in recent years to become increasingly relevant in many destinations. Health tourism is an emerging, global, complex and

rapidly changing segment that needs to be better understood by destinations willing to leverage opportunities and better address challenges.

Health tourism covers those types of tourism which have as a primary motivation the contribution to physical, mental and/or spiritual health through medical and wellness-based activities.

The forum will be held on 10 September and will look into market trends and prospects, national policies to foster health tourism, models of collaboration between public and private sector as well as the role of this segment in promoting increased income for destinations as well as decrease seasonality.

For further information, please contact Ms. Maria Soledad Gaido (mgaido@unwto.org).

5. Ministerial debate on Education and Employment in Tourism

On 12 September, the Ministerial Debate on the theme “Education and Employment in Tourism, realizing SDG 4 and SDG 8” will discuss the challenges of the Future of Work in Tourism and how the sector can adapt to contribute to the achievement of the 2030 Agenda and the Sustainable Development Goal at the national and global levels, more specifically, SDGs 4 and 8.

Tourism is expected to continue growing in the coming years. This presents both an opportunity and a challenge: the opportunity to invest and create quality jobs and opportunities in the tourism sector and the challenge of investing in highly qualified and motivated human capital that meets current and future market demands. Such human capital will ultimately enhance the competitiveness and sustainability of tourism. To do so, it must adapt to the emergence of new businesses models, products and services, to digitalization and robotization and constant change, which requires different competencies, knowledge, personal skills and attributes.

Ministers wishing to take part in this Ministerial Debate are kindly requested to contact Ms. Maria Soledad Gaido (mgaido@unwto.org) by the 31 July at the latest.

6. High-Level Summit on Innovation and Sustainable Development in Tourism

Innovation and Sustainable Development in Tourism will rethink, optimize and demonstrate solutions and approaches that countries could apply to effectively decouple the tourism sector's growth from resources use, while addressing a range of relevant topics such as the competitiveness of the tourism sector and the criticality of education, innovation and sustainability. It also aims at encouraging dialogue and action, to sensitize decision-makers about raising sustainable transportation policies as a priority for sustainable development and climate action through innovation pathways.

This summit, scheduled on 12 September, brings together distinguished keynote speakers with a demonstrated impact in innovation, education and Artificial Intelligence, the 10 winning start-ups from the Regional UNWTO Tourism Tech Adventures, and a panel of leading experts from the tourism sector.

For any enquiries about the High-Level Summit, please contact:

Innovation Panel

Ms. Nicté-Ha Mayville, Administrative Associate, e-mail: nmayville@unwto.org

Sustainability Panel

Ms. Aghny Arslanian, Technical Coordinator, e-mail: aarslanian@unwto.org

7. UNWTO Awards Ceremony

The 15th UNWTO Awards Ceremony will take place on 10 September as part of the Welcome Cocktail of the 23rd General Assembly at the Mariinsky Theatre, a unique opportunity to highlight outstanding performance in the presence of the world's tourism leaders.

The UNWTO Awards recognize the contribution of public and private institutions, as well as NGOs, in the development of a more competitive, responsible and sustainable tourism sector that works towards achieving the 2030 Agenda for Sustainable Development and its 17 Sustainable Development Goals (SDGs).

In recognition of inspirational projects which have made an outstanding contribution to advance sustainable tourism, the list of finalists for the 15th UNWTO Awards ranges from community-based tourism development and innovation-driven nature conservation, to heritage tourism and the promotion of accessible tourism and peace through tourism.

For this edition, a total of 190 applications from 71 countries were received in the three categories: Public Policy and Governance, Enterprises, and Non-Governmental Organizations.

In addition, the UNWTO Ethics Award and the UNWTO Ulysses Prize for Excellence in the Creation and Dissemination of Knowledge will be presented.

The Ethics Award was established in 2016 and is open to all companies and associations that are official signatories of the Private Sector Commitment to the UNWTO Global Code of Ethics for Tourism and have reported on its implementation.

The UNWTO Ulysses Prize for Excellence in the Creation and Dissemination of Knowledge is given to a distinguished scholar, whether in academia, government or the private sector, for outstanding contributions to creating and disseminating innovative knowledge in tourism.

8. UNWTO Tourism Video Competition

The 23rd session of the General Assembly will feature the 4th edition of the UNWTO Tourism Video Competition.

The importance of multimedia for tourism communications cannot be underestimated. This is especially true against the backdrop of ever-growing digitalization, changing viewer and user habits and the consolidation of mobile-first strategies.

The competition will feature two categories:

- “Outstanding Country Promotional Videos”, paying tribute to the importance of multimedia for marketing tourism destinations; and
- “Exceptional Stories of Sustainable Tourism”, a new category, aimed underscoring tourism's contribution to sustainable development, in line with UNWTO's commitment to the 2030 Agenda for Sustainable Development and its 17 Sustainable Development Goals.

For both categories, one winning video per region will be selected.

Member States are encouraged to submit videos for both categories. Affiliate Members are encouraged to submit videos for the new “Exceptional Stories of Sustainable Tourism” category.

Member States are encouraged to submit videos for both categories, thereby contributing to further positioning tourism as a key sector for the economy, business opportunities, jobs and overall sustainable development.

The winners of the 4th edition of the UNWTO Tourism Video Competition will be announced during the 23rd session of the General Assembly.

Details of the competition will be communicated directly to all Members by 1 July 2019.

9. Moscow programme

Back to back to the General Assembly, on 14 and 15 September the Moscow Committee for Tourism has scheduled a conference on Strategies for the Development of Tourism in Global Tourism in Global Cities and on Tourism a Resource for the Internal Development of Cities.

The organizers will provide complimentary transfer to Moscow and one night's accommodation for each head of delegation plus one. Further details on the programme will be available online soon.

10. Official website

All official documents will be made available on the UNWTO website: <http://lmd.unwto.org/event/general-assembly-twenty-third-session>

The website of the event, unwto.org/ga23, will provide detailed information on the host country, meeting venues, side and special events, technical visits, social programmes, transport, accommodation and tours.

11. Online registration and accreditation badges

Registration for the Assembly session will be carried out online until Thursday, 8 August. The participation form is available on the website: unwto.org/ga23

The online registration platform will be collecting all necessary information regarding the participation in the conference, airport pick-up, visa information and technical visits.

Participants can collect their accreditation badges at the registration desks as follows:

Registration desks

Location	Dates	Schedule
Hotel Astoria 39, Bolshaya Morskaya Ulitsa	Saturday, 7 September Sunday, 8 September Monday, 9 September	09:00 to 19:00
Tauride Palace Shpalernaya Ulitsa, 47	Tuesday, 10 September	08:00 to 18:00
ExpoForum Convention and Exhibition Centre Address: 64/1 Peterburgskoye Shosse	Wednesday, 11 September Thursday, 12 September	08:00 to 19:00 09:00 to 19:00
Presidential Library Senate Square, 3	Friday, 13 September	09:00 to 13:00

Accreditation badges are issued to specific individuals and are not transferable. Participants should keep their badge and ID with them at all times during their stay in Saint Petersburg. The badge is the only document confirming a participant's General Assembly accreditation that can be used at the event venue.

12. Access to the meetings

Full Members

Delegations of Full Members, consisting of five delegates at most, one of whom shall be designated head of delegation, shall be entitled to attend the plenary meetings of the Assembly. Each delegation may also include alternate delegates and as many advisers, technical advisers, experts and persons of similar status as may be required by it. (Rule 9(1) of the Rules of Procedure of the General Assembly)

Associate Members and Affiliate Members

Delegations of Associate Members, consisting of five delegates at most, one of whom shall be designated head of delegation, and not more than three observers designated by the Committee of Affiliate Members, as well as one observer designated by each Affiliate Member shall be entitled to attend the plenary meetings of the Assembly. (Rule 9(3) of the Rules of Procedure of the General Assembly)

Non-members and international organizations

Invited representatives of States that are not members of the Organization but that are Members of the United Nations or of a specialized agency of the United Nations or Parties to the Statute of the International Court of Justice, as well as invited representatives of international organizations both intergovernmental and non-governmental, shall be entitled to attend the public plenary meetings of the Assembly as observers. (Rule 9(2) of the Rules of Procedure of the General Assembly)

13. Submission of credentials and identification papers

The names of the delegates of Full Members and Associate Members, of the observers of Affiliate Members and of the invited representatives of the United Nations and other international organizations, both intergovernmental and non-governmental, shall be communicated to the Secretary-General, if possible, at least fifteen days before the session of the Assembly opens. (Rule 12(1) of the Rules of Procedure of the General Assembly)

The credentials of the delegates of Full Members and Associate Members, issued by the competent authority of the State, shall be handed to the Secretary-General, if possible, at least one day before the session of the Assembly opens. (Rule 12(2) of the Rules of Procedure of the General Assembly)

It should be pointed out that, ever since the tenth session of the Assembly, only formal letters or faxes bearing the signature of the competent authority are considered valid credentials. Please note that since the twelfth session of the General Assembly, 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. 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. Please refer to the model credential letter (Annex 1).

Identification papers of the observers of Affiliate Members and invited representatives of intergovernmental and non-governmental international organizations to attend as observers shall be handed to the Secretary-General, if possible, at least one day before the session of the Assembly opens. (Rule 12(3) of the Rules of Procedure of the General Assembly)

To facilitate the work of the Credentials Committee, delegations are kindly requested to submit a scanned copy of their credentials at least fifteen days in advance by e-mail to Ms. Shirin El

Tayan (Protocol Officer) at seltayan@unwto.org, and to submit the original upon their arrival in Saint Petersburg prior to collecting their identification badges.

14. Procedure for proxies

If a Full Member is unable to participate in the General Assembly, it can be exceptionally represented by a member of another State's delegation, provided it submits a formal letter or fax signed by the competent authority designating the individual who will represent it and, if applicable, giving him/her the power to vote on its behalf. Please note that, unless the items for which the power to vote is given are clearly specified, it will be understood that the delegate has full powers to cast a vote on behalf of the government he/she is representing by proxy on any agenda item.

Furthermore, it should be noted that the General Assembly, at its twentieth session, adopted resolution 633(XX), which stipulates the following regarding mandates for representation:

- (a) A mandate for representation can be given only in exceptional circumstances, duly explained in writing by the State giving the mandate;
- (b) The Credentials Committee will assess the validity of these explanations;
- (c) Only one mandate for representation may be given to a delegate representing another State;
- (d) A mandate for representation may not be given to the Head of Delegation of another State; and
- (e) The mandate for representation is valid for the whole session of the General Assembly.

The General Assembly, at its twenty-first session in Medellín, Colombia, in 2015 (resolution 649(XXI)) decided the following:

- (a) The Credentials Committee will consider as invalid credentials in breach of the principle of secrecy of the vote;
- (b) Once the Report of the Credentials Committee is issued, no further credentials or proxy letters will be considered by the Committee except:
 - When the Committee itself has invited the Full or Associate Member concerned to regularize its credentials or its proxy; and
 - When a State whose credentials have been accepted by the Committee does not have a representative for the remaining part of the session for reasons duly explained in writing by the State giving the mandate; in such case, the Committee will assess the existence of the exceptional circumstances justifying the proxy;
- (c) The Chairs of the Regional Commissions will verify that the credentials and proxy letters comply with the applicable rules.

Please refer to the model of credentials for representation (proxy format) in Annex 2.

15. Seating arrangements

Delegations will be seated in the plenary meetings in English alphabetical order, beginning with the Member that is hosting the session of the General Assembly.

16. Media

Russian media wishing to cover the General Assembly session should contact Ms. Evgeniya Chukhnova at the e-mail: echuhnova@yandex.ru

International media wishing to cover the General Assembly session should contact the UNWTO Communications Department at comm@unwto.org.

17. Entry formalities

Visitors holding an invitation to the event are eligible to apply for a free short-term visa for the period starting **from 1 September to 20 September 2019** through a simplified procedure at Russian consulates. **Visas will be issued for arrivals and departures between these dates.**

All visa applications should be submitted **to the Consular sections of Russian Embassies, General Consulates or official visa application centres** preferably in the country of citizenship or residence. Participants are kindly requested to contact the consular authorities of the Russian Federation well in advance – **at least 2 (two) weeks prior to their departure** - in order to allow sufficient time for the processing of the visa application.

Contact details of the Russian diplomatic and consular missions can be found at: <http://russianconsulate.info/>

The following documents should be submitted when applying for a Russian visa:

1. A copy of the official letter of invitation.
2. A travel document recognized by the Russian Federation (regular, service or diplomatic passports, United Nations laissez-passer, etc.) which **should be valid for a minimum of 6 (six) months** after visa's expiration date and have **2 (two) consecutive blank pages**.
3. A printed version of visa application form filled out at <https://visa.kdmid.ru/> and one passport size photo (not older than 6 (six) months) glued to the indicated space on the application form.
4. Medical insurance policy valid in Russia for the whole period of the stay.
5. In case of the submission of the documents at the visa application centre, the confirmation of the service fee payment.

Delegates should apply for the **humanitarian visa**. When filing out the visa application form at <https://visa.kdmid.ru/> please choose "Science – Culture – Sport – Religion" section, than "Social and Political" for the purpose of the trip, then "Common humanitarian".

Delegates must not apply for entry visas through tourist agencies as they are not eligible for official visa issuance.

For any enquiries about visas, please contact:

Host country

ovi@dks.ru

UNWTO

Ms. Shirin El Tayan, Protocol Officer, e-mail: seltayan@unwto.org

18. Status of participants

In respect of the Assembly, the Convention on Privileges and Immunities of the Specialized Agencies of the United Nations of 21 November 1947 and its Annex XVIII shall apply. Representatives of Member States shall enjoy the privileges and immunities of Article V of the Convention.

All participants and all persons exercising functions related to the Assembly shall have the right to enter and leave Russian Federation without impediment and will enjoy the necessary facilities for the independent exercise of their functions in connection with the meeting. The Government of the Russian Federation will take the necessary steps to facilitate the arrival, departure and

stay of participants invited by the Organization regardless of nationality. The necessary visas will be issued without delay.

19. Discounts on air fares

The airlines of SkyTeam offer exclusive discounts of up to 15% for participants of the 23rd session of the General Assembly who travel from 2 to 20 September 2019 to the Russian Federation.



To book your flights you can directly visit the following link or visit the following website: <https://res.skyteam.com/search/promodefault.aspx> and at "Attend your event" enter the Event ID **4104S**.

20. Reception at airports and transfers

Free transfers will be provided for the delegates as follows:

- Upon arrival from 8 to 9 September 2019 from the Pulkovo Airport to the main hotels;
- Upon departure from 14 to 15 September 2019 from the main hotels to the Pulkovo Airport.

Transfer service will be available only to/from the hotels indicated in this Note. The transfer takes about 30–60 minutes (depending on traffic). Uniformed transport coordinators will be on duty at the transfer departure points.

To enable the Russian 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 Thursday, 8 August.

Also, shuttle service will be available from the hotels indicated below to the event venues and back.

For more information on transport, please visit the website of the host city at: http://www.visit-petersburg.ru/transport_in_saint_petersburg/.

21. Accommodation

The hotels listed below are offering special rates for participants. VAT and breakfast included.

Saint Petersburg is one of Russia's largest centres of tourism, and boasts a highly developed network of hotels catering for all tastes. To avoid disappointment, however, it is recommended that participants book their hotel rooms in advance.

Participants can do so by accessing the official website of the hotel and using the special promo code **GAUNWTO23SPB** to get the special rates.

Rooms will be blocked for the participants at the official hotels until **15 August 2019**. After this date, availability cannot be guaranteed.

To check RUB-EUR rates please follow the [link](#)
For any enquiries about the accommodation, please contact:

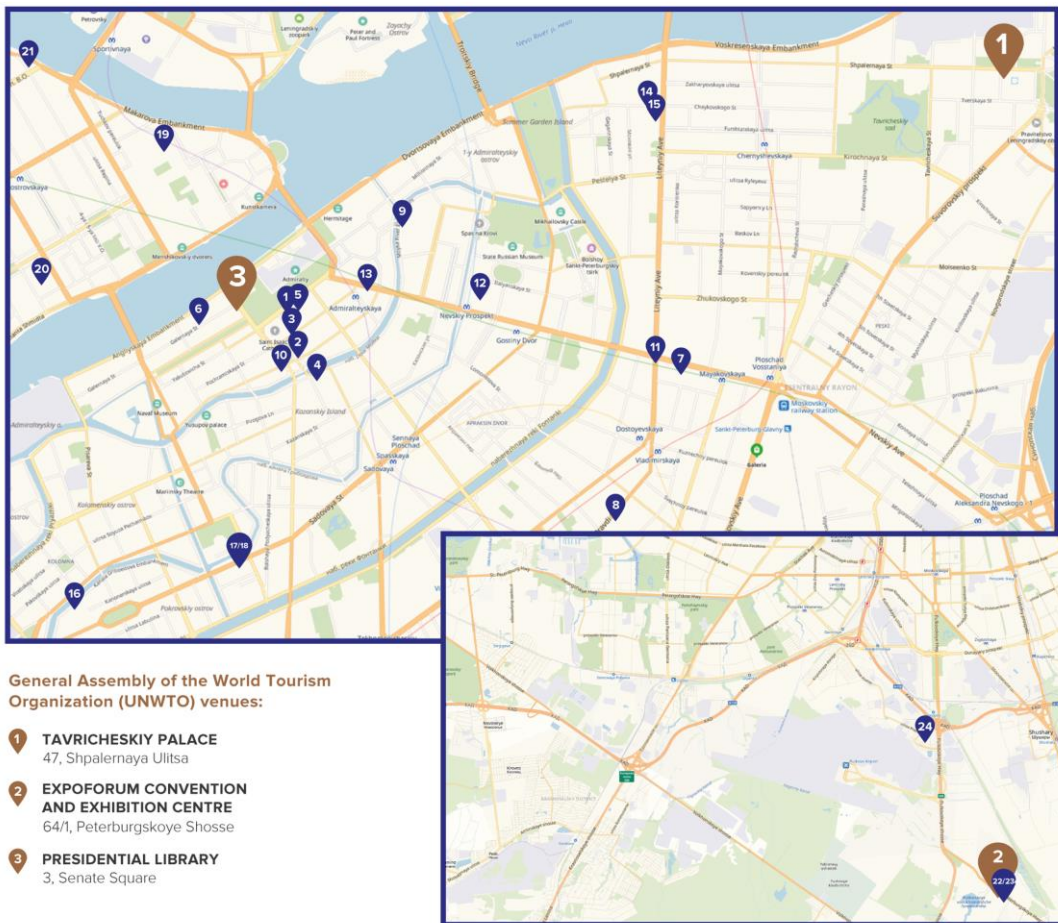
Ms. Asiia Sattarova
Manager of Exhibition Department
Saint Petersburg Convention Bureau
23rd UNWTO General Assembly,
e-mail: a.sattarova@spbcb.ru
Tel. +7 (921) 362-34-31

Hotel	Room Type	Nightly rate in EUR	Nightly rate in RUB	Promo code applicable?
Four Seasons Hotel Lion Palace St. Petersburg 5* (Number 1 in map)	Deluxe King/Twin		RUB 28194 (SGL) RUB 31242 (DBL)	NO Please send your direct booking request to vera.borodastova@fourseasons.com
	Premium King/Twin		RUB 29718 (SGL) RUB 32766 (DBL)	
	Premium King with Terrace		RUB 32766 (SGL) RUB 35814 (DBL)	
	Four Seasons King/Twin		RUB 34290 (SGL) RUB 37338 (DBL)	
Astoria hotel 5* (Number 2 in map)	Classic	EUR 400	Calculated on the date of payment according to the Central Bank of Russia	YES
Angleterre Hotel 5* (Number 3 in map)	Executive	EUR 230	Calculated on the date of payment according to the Central Bank of Russia	YES
Lotte Hotel Saint Petersburg 5* (Number 4 in map)	Deluxe		RUB 21000 (SGL) RUB 23000 (DBL)	YES
	Premier		RUB 30000 (SGL) RUB 32000 (DBL)	
	Junior Suite		RUB 60000 (SGL) RUB 62000 (DBL)	

So Sofitel 5* (Number 5 in map)	So Comfy (Delux)		RUB 17500 (SGL) RUB 19500 (DBL)	NO
Dashkova Residence 3* (Number 6 in map)	Standard		RUB 4340 (SGL) RUB 4760 (DBL)	YES
	Comfort		RUB 5040 (SGL) RUB 5530 (DBL)	
Corinthia Nevsky Palace 5* (Number 7 in map)	Superior	EUR 290		
The Official State Hermitage hotel 5* (Number 8 in map)	Superior		RUB 13500 (SGL) RUB 17000 (DBL)	YES (to apply it please send a direct request to info@thehermitagehotel.ru and refer to the promo code in your request)
	Deluxe		RUB 15500 (SGL) RUB 17000 (DBL)	
	Junior Suite		RUB 18000 (SGL) RUB 19500 (DBL)	
	Suite		RUB 21000 (SGL) RUB 23000 (DBL)	
	Emperor Junior Suite		RUB 25000 (SGL) RUB 27000 (DBL)	
	Hermitage Suite		RUB 35000 (SGL and DBL)	
	Emperor Suite		RUB 42000 (SGL and DBL)	
	Presidential Suite		RUB 120000 (SGL and DBL)	
Kempinski Moika 22 5* (Number 9 in map)	All available rooms and special prices for the delegates are provided by the direct request to reservations.moika@kempinski.com prior to the booking.			NO
Domina Prestige 5* (Number 10 in map)	Superior		RUB 12500 (SGL) RUB 13500 (DBL)	YES
Radisson Royal 5* (Number 11 in map)	Superior		RUB 15000 (SGL) RUB 17000 (DBL)	NO Please send your direct booking request to polina.dionesova@radissonhotels.com
Belmond Grand Hotel Europe 5* (Number 12 in map)	Terrace Room		RUB 33000 (SGL) RUB 35000 (DBL)	NO Please send your direct booking request to ghe.sales@belmond.com
	Suite		RUB 56000 (SGL) RUB 58000 (DBL)	
Taleon Imperial 5* (Number 13 in map)	Superior Suite		RUB 18235 (DBL)	YES
	Deluxe Suite		RUB 21294 (SGL) RUB 22494 (DBL)	
Indigo Chaikovskogo 4* (Number 14 in map)	Standard		RUB 14000 (SGL) RUB 14900 (DBL)	NO Please send your direct booking request to reservation@indigospb.com

Radisson Sonya 4* (Number 15 in map)	Standard		RUB 9500 (SGL) RUB 10300 (DBL) ALL ROOMS ARE SOLD OUT	NO Please send your direct booking request to sonya.sales@radissonblu.com
Courtyard Marriott Pushkin 4* (Number 16 in map)	Deluxe (Standard)		RUB 7705 (SGL) RUB 8690 (DBL)	NO Please send your direct booking request to cy.ledqr.reservation@marriott.com
Holiday Inn Express 4* (Number 17 in map)	Standard		RUB 8500 (SGL and DBL)	No To book a room with the special rate please follow the link
Meininger 3* (Number 18 in map)	Standard		RUB 3580 (SGL) RUB 4120 (DBL)	YES To apply it please send a direct request to reservation@meininger-hotels.ru and refer to the promo code in your request
Solo Sokos Palace Bridge 5* (Number 19 in map)	Standard		RUB 16280 (SGL and DBL)	YES
	Superior		RUB 17690 (SGL and DBL)	
	Junior Suite		RUB 21160 (SGL) RUB 21960 (DBL)	
	Suite		RUB 24050 (SGL) RUB 24850 (DBL)	
Solo Sokos Vasilievsky 4* (Number 20 in map)	Standard		RUB 12850 (SGL) RUB 13280 (DBL)	YES
	Superior		RUB 13690 (SGL) RUB 14390 (DBL)	
	Junior Suite		RUB 15540 (SGL) RUB 16240 (DBL)	
	Suite		RUB 17760 (SGL) RUB 18560 (DBL)	
Courtyard Marriott Vasilievsky 4* (Number 21 in map)	Deluxe		RUB 15000 (SGL) RUB 15700 (DBL)	NO To book a room with the special rate please follow the link
Hilton Saint Petersburg ExpoForum 4* (Number 22 in map)	Guest rooms		RUB 14000 (SGL) RUB 15600 (DBL)	No To book a room with the special rate please follow the link
	Executive rooms		RUB 19500 (SGL) RUB 21100 (DBL)	
	One Bedroom Suite		RUB 23000 (SGL) RUB 24600 (DBL)	
Hampton by Hilton Saint Petersburg ExpoForum 3* (Number 23 in map)	Standard guest room		RUB 9500 (SGL) RUB 10500 (DBL)	No To book a room with the special rate please follow the link
	Family superior room		RUB 10500 (SGL) RUB 11500 (DBL)	
Crown Plaza Airport 4* (Number 24 in map)	Standard		RUB 9000 (SGL) RUB 9700 (DBL)	No To book a room with the special rate please follow the link
	Club room		RUB 12600 (SGL) RUB 13300 (DBL)	

MAP SHOWING THE LOCATION OF THE HOTELS



General Assembly of the World Tourism Organization (UNWTO) venues:

- 1 TAVRICHESKIY PALACE**
47, Shpalernaya Ulitsa
- 2 EXPOFORUM CONVENTION AND EXHIBITION CENTRE**
64/1, Peterburgskoye Shosse
- 3 PRESIDENTIAL LIBRARY**
3, Senate Square

Hotels

- | | | |
|---|--|--|
| 1 FOUR SEASONS HOTEL LION PALACE ST PETERSBURG 5*
1, Voznesensky Prospekt | 10 DOMINA PRESTIGE 5*
99, Nab. Reki Moiki | 18 MEININGER HOTEL ST PETERSBURG 3*
62, Sadovaya Ulitsa |
| 2 ASTORIA HOTEL 5*
39, Bolshaya Morskaya Ulitsa | 11 RADISSON ROYAL HOTEL 5*
49/2, Nevsky Prospekt | 19 SOLO SOKOS HOTEL PALACE BRIDGE 5*
2-4, Birzhevoi Pereulok |
| 3 ANGLETERRE HOTEL 4*
24, Malaya Morskaya Ulitsa | 12 BELMOND GRAND HOTEL EUROPE 5*
Nevsky Prospekt, 1/7, Mikhailovskaya Ulitsa | 20 SOLO SOKOS HOTEL VASILIEVSKY 4*
11-13, Line 8, Vasilievsky Island |
| 4 LOTTE HOTEL ST PETERSBURG 5*
2, Pereulok Antonenko | 13 TALEON IMPERIAL HOTEL 5*
15, Nevsky Prospekt | 21 COURTYARD MARRIOTT ST PETERSBURG VASILIEVSKY HOTEL 4*
61/30, Line 2, Building A, Vasilievsky Island |
| 5 SO SOFITEL ST PETERSBURG 5*
6, Voznesensky Prospekt | 14 HOTEL INDIGO ST PETERSBURG - TCHAIKOVSKOGO 4*
17, Tchaikovskogo Ulitsa | 22 HILTON ST PETERSBURG EXPOFORUM 4*
64/1, Peterburgskoe Shosse |
| 6 DASHKOVA RESIDENCE 3*
15, Galernaya Ulitsa | 15 RADISSON SONYA HOTEL 4*
5/19, Liteyniy Prospekt | 23 HAMPTON BY HILTON ST PETERSBURG EXPOFORUM 3*
64/2, Peterburgskoye Shosse |
| 7 CORINTHIA NEVSKY PALACE 5*
57, Nevsky Prospekt | 16 COURTYARD MARRIOTT PUSHKIN 4*
166, Nab. Kanala Griboyedova | 24 CROWNE PLAZA ST PETERSBURG AIRPORT 4*
6A, Startovaya Ulitsa |
| 8 THE OFFICIAL STATE HERMITAGE HOTEL 5*
10, Ulitsa Pravdy | 17 HOLIDAY INN EXPRESS ST PETERSBURG - SADOVAYA 4*
62, Sadovaya Ulitsa | |
| 9 KEMPINSKI MOIKA 22 5*
22, Nab. Reki Moiki | | |

22. Working languages

The documents for the Assembly session will be available in Arabic, English, French, Russian and Spanish. Simultaneous interpretation in these five languages plus Chinese will be provided at the plenary sessions.

23. Working documents

In compliance with the United Nations system's environmental protection policy, please note that no hard copies of the working documents will be distributed at the venue of the event. Delegates are kindly requested to bring with them copies of the documents they need. The documents will be posted at the following link: <http://lmd.unwto.org/event/general-assembly-twenty-third-session>. Delegates will also be notified by e-mail.

24. List of participants

A provisional list of participants will be available for consultation in advance at the following link: <http://lmd.unwto.org/event/general-assembly-twenty-third-session>

The final list of participants will also be posted on the same website.

25. Assembly Daily

The Assembly Daily is the official publication accompanying the General Assembly, giving visibility to proceedings and key milestones during the UNWTO General Assembly.

Featured prominently on www.unwto.org, it is also distributed electronically to Member States, Affiliate Members, partners and UNWTO's global media data base.

Given its nature as a global reporting vehicle on the Assembly, the Daily remains as a fixed feature for future reference on www.unwto.org.

Each of the four issues of the Daily will include a journalistic account of

- Key outcomes of the previous day's meetings;
- Main decisions reached;
- Meetings and events to be held during the day of publication and key items of discussion;
- Interviews and statements with delegates and experts;
- A selection of pictures after each day and
- Link to the official site with audio-visual material of the Assembly and its numerous side events and meetings.

The Assembly Daily represents a key partnership opportunity for Member States, Affiliate Members, and other partners. It strengthens the overall outreach of UNWTO and allows partners to gain international visibility with key tourism stakeholders, the media and the general public.

For any enquiry, please contact comm@unwto.org

26. Business centre and Internet lounge

Participants in the General Assembly session are requested to make their own arrangements for secretarial assistance. The meeting venue and the hotels offer business service centres.

In addition, there will be a lounge for delegates, with Internet access, at the meeting venue. The computers will be available on a first-come, first-served basis.

27. Practical information

Country information**Name:** Russian Federation**Capital:** Moscow**Main Cities:** Moscow, Saint Petersburg, Novosibirsk, Yekaterinburg, Nizhniy Novgorod, Kazan, Chelyabinsk, Omsk, Samara, Rostov-na-Donu, Ufa, Krasnoyarsk, Perm, Voronezh and Volgograd.**Population:** 146 million**Climate:** From sub-Artic to sub-tropic**Form of Government:** Federation and semi-presidential republic**Religion:** Secular state**Language:** Russian**Head of State:** President Vladimir Putin**Head of the Federal Agency for Tourism:** Zarina Doguzova**About Saint Petersburg:**

It is the world's largest, most northern city: the 60th parallel, on which the city lies, passes through Greenland, Anchorage, Alaska, Magadan, and Oslo, the capital of Norway. Saint Petersburg is the largest city in Europe that is not a capital. Since the beginning of the 19th century, it has had the fourth highest population in Europe, at times exceeding Berlin, Vienna, Naples, and Moscow, but remaining behind Paris and London.

The territory under Saint Petersburg's jurisdiction totals 1,439 square kilometres. It is located next to the eastern tip of the Gulf of Finland, the easternmost arm of the Baltic Sea. Standing at the intersection of various sea, river, and land routes, Saint Petersburg is Russia's gateway to Europe and the country's strategic centre, the point closest to the countries of the European Union. It is home to the representative offices of international organizations, consulates of various nations, and the offices of federal ministries and agencies.

Saint Petersburg is the administrative centre of the Northwestern Federal District, which includes the Republic of Karelia, the Komi Republic, the Arkhangelsk Region, the Vologda Region, the Kaliningrad Region, the Leningrad Region, the Murmansk Region, the Novgorod Region, the Pskov Region, and the Nenets Autonomous Area.

Saint Petersburg has more bridges than any other city in Europe, and is runner-up in the number of canals and islands. If you include the suburbs, the city has no less than 93 rivers, tributaries, branches, and canals, 170 kilometres of coastline, 42 islands, and 800 bridges.

Local currency and exchange rate:

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.

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.

Exchanging currency:

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.

Climate:

The city's northern location, its proximity to the sea and its large water area do much to determine the specific climate of Saint Petersburg, with its short winter days, white nights in summer (from late May till mid-July), and frequent and dramatic weather changes. The climate is humid, almost maritime, with moderately warm summers and quite long winters. The average temperature in September is +12°C (+53.6°F).

Given the probable rapid weather changes in Saint Petersburg, it is advisable to prepare in advance for sudden changes in the temperature and the weather in general.

Dress code:

For attendance at the sessions of the Assembly: 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.

Official language: The official language of the Russian Federation is Russian. English is widely spoken among young people.

Local time in Saint Petersburg: Saint Petersburg is located in the GMT+3 time zone.

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

Health requirements and precautions: No vaccinations are required to enter the Russian Federation.

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.

Telephones: Saint Petersburg 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.

Please note: before using the services of a foreign operator on the territory of Russia, it is advisable to find out more about the tariffs for roaming services.

Telephone code of Russia: +7 (or 8 for long-distance calls within Russia).

Telephone code of Saint Petersburg: 812.

How to call to Saint Petersburg:

- 1) In Russia from a landline:
 - enter the code (8 812)
 - dial the 7-digit phone number
- 2) In Russia from a mobile phone:
 - enter the code (+7 812)
 - dial the 7-digit phone number
- 3) In other countries from a landline:
 - enter the code (00 (country code) 7 812)
 - dial the 7-digit phone number
- 4) In other countries from a mobile phone:
 - enter the code (+7 812)
 - dial the 7-digit phone number

How to call from Saint Petersburg:

- 1) To another country from a mobile phone:

- dial the code for an international line: (8 10), “+” or other
 - dial the code of the country and city you are calling
 - dial the subscriber’s number
- 2) To another country from a landline:
- dial the code for an international line: (8 10)
 - dial the code of the country and city (operator) you are calling
 - dial the subscriber’s number

Tips and taxes: In Russia, tipping is voluntary. In hotels, tips are appreciated for bellhops and cleaning services. Around \$1-\$3 USD per bag and \$2-\$4 USD per day for cleaning. At restaurants, tip between 10-15% depending on service.

Automated Teller Machines (ATMs): Travellers who carry internationally recognized credit cards can get cash in the local currency at ATMs. The commission depends both on the ATM and the bank that issued the credit card.

Business hours: Government offices and banks are open from 9 a.m. or 10 a.m. to 5 p.m. or 6 p.m. (with a one-hour lunch break at noon or at 1 p.m.) on weekdays, and are closed on weekends. Some banks are also open on Saturday. Different banks may have different office hours. Post offices are open from 8 a.m. to 8 p.m. from Monday to Saturday (with a one-hour lunch break at 1 p.m.) and closed on Sunday. Hospitals provide 24-hour emergency services. Most pharmacies open from 9 a.m. to 7 p.m. Some are open 24 hours a day. Most department stores are open from 9 a.m. to 10 p.m. Monday to Sunday.

Emergency phone numbers:

Rescue service (for mobile network subscribers): 112
City emergency services:
Rescue service: 101 (from a mobile phone), 01
Police: 102 (from a mobile phone), 02
Emergency medical service: 103 (from a mobile phone), 03
Free enquiry service (around the clock): 064

28. Technical visits

9 September

Boat excursion along the Neva River

2 – hour boat trip on rivers and channels of Saint Petersburg on a panoramic ferry. Tour route passes through the most picturesque embankments of the city, giving unique opportunity to observe such distinguished attractions as the State Hermitage, the Winter Palace, the Palace Bridge, St. Isaac's Cathedral, the Bronze Horseman, the Peter & Paul Fortress and the Menshikov Palace.

City sightseeing tour

Sightseeing tour on double-Decker comfortable buses with possible visits of the main museums. A multilingual audio guide is provided.

Enjoy the major city attractions: St. Isaac's and Palace squares, Nevsky Prospect, St. Isaac's and Kazan Cathedrals, the Arrow of Vasilievsky island, Church of the Savior On Blood, Kunstkamera museum, Peter and Paul fortress, Hermitage, Palace bridge, The Bronze Horseman, Summer garden and others.

10 September

Welcome Dinner in Mariinsky Theatre-II

Evening program at the New stage of Mariinsky Theatre: UNWTO Awards Ceremony, cocktail and ballet performance. Alongside the historic building of the Mariinsky Theatre, built in 1860, and the Concert Hall, which opened in 2006, the Mariinsky II forms part of this theatre and concert complex, unique in its artistic and educational capabilities. The building, covering 79114 m², is one of the largest theatre and concert venues in the world. Mariinsky Theater

presents opera and ballet performances, symphony concerts and educational events for spectators of different ages.

11 September

Welcome Ceremony hosted by Russian Federation at the Peter and Paul Fortress

Evening program at the crystal pavilion: gala dinner, musical and pyrotechnical show.

Welcome Ceremony takes part on the territory of Peter and Paul Fortress, which was one of the first buildings, founded by Peter the Great in 1703. This unique historical, architectural and fortification art monument served as a political prison from XVIII till the beginning of XX century. Among those prisoners who are well-known in the world were L.Trotsky and F.Dostoyevsky.

12 September

Cocktail on behalf of the Russian Federation in Planetarium 1

Evening event includes dinner and musical performance under spectacular dome of the largest Planetarium in the world.

Planetarium 1, located in a former 19th-century gasholder, is an unprecedented project that combines the exact sciences, cosmic reality and historical heritage of the old Saint Petersburg.

13 September

Vintage steam train ride

The steam ride on the route St. Petersburg-Tsarskoye Selo gives an excellent opportunity to feel the atmosphere of the first Russian railway root and contemplate beautiful sights of the Saint Petersburg countryside.

Departure from the Vitebsky railway station.

Farewell dinner by Russian Federation in Catherine Palace, Tsarskoe Selo, Kameronova Gallery

Evening program includes a guided tour of the Catherine Palace with excursion of the Great hall and the world-famous Amber room, gala dinner and firework performance.

The Catherine (until 1910 Great Tsarskoye Selo) Palace is a historical and compositional center of the palace-and-park ensemble. It is a remarkable edifice in the Russian Baroque style, with richly decorated interiors.

FYI: Catherine palace is historical building with the original wooden floor covering so it is not allowed to wear spike hilled shoes. Thank you for understanding.

29. Tourist information

Saint Petersburg is a relatively young city, with a little over three hundred years of history. However, in these centuries of rapid growth and development, Saint Petersburg has forged its own path, evolving into a timeless city, inimitable in its beauty and harmony. It is elusive and enigmatic, a truly unique city in Russia's history. For more than 200 years, it was the resplendent capital of the great Russian Empire, and remains the country's cultural and spiritual centre to this day.

[Visit Petersburg](#) is Saint Petersburg's official online guide for tourists, created with the support of the city government. In addition to the website, an app with the same name has been developed in both Russian and English. It is available for download from the App Store and Google Play. Twelve information centres are located throughout the centre of Saint Petersburg and near major transport hubs, with staff on hand to provide useful information about the city, sightseeing, and upcoming events. Here tourists can also find reference materials and brochures about Saint Petersburg, as well as tourist maps, postcards, and souvenirs.

Contact information:

14/52, Sadovaya Ul., Saint Petersburg
+7 (812) 242 3906

Annex 1: Model credentials letter¹

Standard format letter

Official letter-headed paper²

Credentials

I, the undersigned, (name and full title of the competent authority³), hereby attest that the Government of (name of country) has authorized the following delegation to represent it at the twenty-third session of the General Assembly of the World Tourism Organization, to be held from 9 to 13 September 2019, in Saint Petersburg, Russian Federation:

Head of Delegation: (name and full title)

Alternate Head of Delegation: *(name and full title)*

Members of Delegation: *(names and full titles)*

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

Name, full title and signature

¹ 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.

² Including official logo of the Government, Ministry or Embassy.

³ 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, as well as Ambassadors of States accredited to Spain, are regarded as valid. Please also note that in accordance with resolution 649 (XXI), the Credentials Committee will consider as invalid credentials or proxies in breach of the principle of secrecy of the vote.

Annex 2: Model credentials letter for representation (proxy format)¹**Standard format letter²***Official letter-headed paper³***Credentials (for representation-proxy format)**

I, the undersigned, (name and full title of the competent authority⁴), will be unable to attend the twenty-third session of the General Assembly of the World Tourism Organization, to be held from 9 to 13 September 2019, in Saint Petersburg, Russian Federation, for the following reasons⁵: Therefore, I hereby authorize (name and full title of delegate⁶) of the delegation of (name of Full Member) to represent and to cast a vote⁷ on behalf of the Government of (name of Full Member) at the twenty-third session of the General Assembly of the World Tourism Organization:

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

Name, full title and signature

¹ If a Full Member is unable to participate in the General Assembly, it can be represented exceptionally by a member of another State's delegation, provided it submits a formal letter or fax signed by the competent authority designating the individual who will represent the State and, if applicable, giving him/her the power to vote on its behalf.

² 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.

³ Including official logo of the Government, Ministry or Embassy.

⁴ 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, as well as Ambassadors of States accredited to Spain, are regarded as valid.

⁵ In accordance with resolution 633(XX), (a) a mandate for representation can be given only in exceptional circumstances, duly explained in writing by the State giving the mandate, and (b) the Credentials Committee will assess the validity of these explanations.

⁶ In accordance with resolution 633(XX), (c) only one mandate for representation may be given to a delegate representing another State, and (d) a mandate for representation may not be given to the Head of Delegation of another State.

⁷ Please note that, unless the items for which the power to vote is given are clearly specified, it will be understood that the delegate has full powers to cast a vote on behalf of the Government he/she is representing by proxy on any agenda item. Please also note that in accordance with resolution 649 (XXI), the Credentials Committee will consider as invalid credentials or proxies in breach of the principle of secrecy of the vote.