

**30th Session of the FAO/WHO Coordinating Committee for Europe  
3 – 7 October, 2016  
Astana, Republic of Kazakhstan**



## **1. WELCOME**

The Republic of Kazakhstan welcomes all participants of the 30th Session of the FAO/WHO Coordinating Committee for Europe, organized in Astana on 3-7 October 2016.

This information is intended to facilitate the delegates in dealing with organizational matters and make them participate in the meeting in the most effective way, and make their stay in Astana memorable and favorable. This document contains information about the place of the session, as well as detailed information on administrative procedures, organization of the meeting and the requirements for participants. We wish all the participants of the meeting a fruitful and memorable stay in Kazakhstan.

## **2. DATE AND VENUE**

The 30th Session of the FAO/WHO Coordinating Committee for Europe will be held on 3-7 October 2016 in Astana, in the Rixos President Astana Hotel. The official opening ceremony will begin on October 3 at 14:00.

## **Hotel «Rixos President Astana»**

010000, Republic of Kazakhstan, Astana, st. Dinmukhamed Kunaeva 7.

<http://presidentastana.rixos.com/>



### **SECRETARIAT CCEURO**

Secretariat (Host Institution)

Ministry of Economic Affairs of the Kingdom of the Netherlands

Tel: + 31 6 2724 9788

E-mail: [info@codexalimentarius.nl](mailto:info@codexalimentarius.nl)

Website: [www.cceuro.nl](http://www.cceuro.nl)

### **Co-Host Institution**

Republic of Kazakhstan

Committee on consumer protection of Ministry of National Economic of the Republic of Kazakhstan

Tel: + 7 (7172) 74 19 98

E-mail: [kazcodex@gmail.com](mailto:kazcodex@gmail.com)

### **3. SIDE EVENTS**

Monday 3 October - Workshop on Codex Trust fund (09:00-12:00)

Monday 3 October - Reception for all delegates (evening)

Wednesday 5 October - Reception for Heads of Delegation of member countries (evening)

Thursday 6 October - Excursion in the country side (daytrip)

### **4. INFORMATION ABOUT TIME AND PROCEDURE FOR REGISTRATION**

Participants are invited to pre-register through the Online Registration System (ORS). Your Codex Contact Point can access this system at: [codexalimentarius.org/login](http://codexalimentarius.org/login).

Registration of participants will take place at the Rixos President Astana on:

Sunday 2 October 2016: from 16:00–19:00

Monday 3 October 2016: from 08:00-16:00

Name badges will be distributed at the registration desk. Delegates are requested to wear name badges visibly in order to gain admittance to the meeting rooms.

### **5. INFORMATION ABOUT VISAS FOR ENTRY TO THE REPUBLIC OF KAZAKHSTAN**

#### **5.1. Visa support**

Delegates wishing to obtain visa support must submit to the contact point in the Republic of Kazakhstan a well readable scanned copy of their passport and the completed form. See Annex I and II.

Forms and copies of passports must be sent to Dadanbayeva, Bakytgul (kazcodex@gmail.com) no later than 1 September 2016. Otherwise, the Embassy or Consulate of the Republic of Kazakhstan will not have enough time to design a standard procedure documents and may require urgent processing.

Upon receipt of the above form and passport copy the delegate will receive a confirmation number. Then, the delegate should contact the consular office of the Republic of Kazakhstan with the full package of documents and report the resulting confirmation number.

The process of obtaining a visa can take up to 14 days from the date of request.

## **6. HOTEL ACCOMMODATION FOR DELEGATES**

Delegates should be aware that the costs and organizational issues related to book a hotel room are at their own expense. Hotel «Rixos President Astana» (<http://presidentastana-ru.rixos.com/>) offers a number of rooms at special discounted prices when booked before 15 September 2016, please use the following link 'codalim2016'. Please make your booking as soon as possible as there are only a limited number of rooms available. We strongly advise you to book a hotel room through the link, since discount applies only to participants in the period prior to that date. Forms for reservations are attached (annex III) and must be filled out by each participant and sent by fax or e-mail to the specified address in the form. The form to online booking is available in Annex IV.

For other hotel options see Annex V and VI

<http://hiltongardeninn3.hilton.com/en/hotels/kazakhstan/hilton-garden-inn-astana-TSEAKGI/index.html>. This hotel is walking distance from the Rixos.

<https://www.radissonblu.com/en/hotel-astana?facilitatorId=CSOSEO>. Please note that you need a taxi which takes about 15 minutes.

## **7. ARRIVAL AND TRANSPORT**

Participants arriving in Astana by plane, arrive at Astana International Airport. The city can be reached by bus [http://en.astanaairport.kz/?page\\_id=649](http://en.astanaairport.kz/?page_id=649), also using the services of the official taxis are available at the airport [http://en.astanaairport.kz/?page\\_id=645](http://en.astanaairport.kz/?page_id=645), this will cost approximately 2000 tenge. Alternatively you can make a booking at the hotel where you stay.

During the CCEURO meeting participants will be provided with transfers from any of the hotels (Hilton, Radisson, Jumbaktas etc.) to hotel «Rixos President Astana» and vice versa.

## **8. FOOD**

There will be one coffee break each day during the meeting. The official dinner/reception will be held on Monday 3 October in restaurant "Satti".

During the meetings there will be breaks for coffee and lunch. There are different possibilities for lunch in the Rixos and in the vicinity of the Rixos, delegates are responsible for their own lunch arrangements

## **9. SIMULTANEOUS INTERPRETATION**

Simultaneous interpretation will be provided from/into English, French, Kazakh, Russian and Spanish.

## **10. DOCUMENTS**

Delegates are requested to bring their own documents to the meeting; these are available in English, French, Spanish and Russian on [www.codexalimentarius.org](http://www.codexalimentarius.org). Conference Room Documents and any additional documentation will be available only in their original language in the conference room. Further information can be found on [www.cceuro.nl](http://www.cceuro.nl).

## 11. WIFI

In the meeting rooms of the hotel Rixos President there will be WIFI available. WIFI code: astana2016.

## 12. OFFICIAL LANGUAGE IN THE REPUBLIC OF KAZAKHSTAN

The official language in the Republic of Kazakhstan is Kazakh. In government organizations and local authorities on an equal basis with Kazakh the Russian language is used officially. Staff in hotels, restaurants, airports speak English.

## 13. GENERAL INFORMATION ABOUT THE COUNTRY

### 13.1. Climate

Astana Climate - sharply-continental, with dry summers and cold snowy winters. The average temperature in October is 9°C.

### 13.2. Local time

Astana is in the hour zone UTC + 6

### 13.3. Tip

Tips are usually given to porters in hotels, airports and railway stations.

### 13.4 Electricity

Main voltage in Kazakhstan is 220 volts. In hotels there are adapters for outlets. Outlets in Kazakhstan are two-pin round, like used in most European countries.

### 13.5. Smoking in public places

Since 2012, Kazakhstan introduced a ban on smoking in public places. In buildings, airports and train stations smoking is only allowed in specially indicated areas.

### 13.6. Currency

The local currency is the Kazakh Tenge, KZT. The exchange rate at time of writing is 1USD=340 KZT.

Credit cards are the most popular payment system. Visa, MasterCard, American Express are accepted in supermarkets, restaurants, cafes, hotels. However, some small restaurants and shops may only accept the Kazakh Tenge.

### 13.7 Entertainment, tours and attractions in Astana

Astana - the modern capital of Kazakhstan, construction of which is at supersonic pace. The symbol and one of the main attractions of Astana is the Baiterek, which is a genuine example of futuristic architecture of the city.

**Baiterek Tower** - is a building in the style of hi - tech, made entirely of metal. The design is completely made in the shape of the Karaganda plant. Construction reaches 105 meters, the ball which crowns the whole structure is 22 meters in diameter. This particularly impressive monument appears in the night sky when the lights turn on. The monument consists of underground and aboveground parts. Under the ground are cafes, an aquarium and an art gallery. The upper level, where the bar and panoramic room are situated, is accessible by elevator.

Another jewel of urban architecture is the **Palace of Independence**. The building is designed for state-level activities, as well as exhibitions, concerts, popular celebrations.

On its three floors, the palace houses a hall for ceremonies, restaurant, press - center, the exhibition of contemporary art, ethnography, anthropology and archeology. It also houses a display illustrating the history of Astana, which presents historical documents, to achieve the city, presents political leaders of other powers .

**Palace of Peace and Reconciliation** is a project of the famous architect Norman Foster, it was built for the congress of religious leaders of main confessions. The building has a pyramid shape. In the palace there is a concert hall with a capacity of 1500 spectators. The idea of this building belongs to the President Nazarbayev. The Palace of Peace and Reconciliation is not only an architectural landmark, but also a symbol of unity, tolerance and openness of the Republic around the world.

**Museum of the First President of the Republic of Kazakhstan.** In an interesting building with a dome is a museum of the first President of the Republic of Kazakhstan, dedicated to the country's recent history. Its main attraction is a replica of the costume of the tigrohauda warrior, found during excavations near Almaty. The museum is open to visitors every day except Monday from 10:00 to 16:15 (break from 12:15 to 14:00), free admission.

**Ethno-memorial complex "Map of Kazakhstan - Atameken".** The unique and ethno-memorial complex "Map of Kazakhstan - Atameken" is in the open air. On the map of the complex are 14 provinces and 2 cities of republican significance: Astana and Almaty, and represented are all the different climatic zones and landscapes, as well as architecture and urban ensembles of Kazakhstan, including historical and cultural monuments.

### **Astana Opera**

The Opera and Ballet Theatre "Astana Opera" is one of the newest attractions of Astana. It has a luxurious design, as well as a rich repertoire. Even if the second minute hearings opera overcomes you invincible drowsiness, to visit the magnificent hall and halls of the theater "Astana Opera" is still recommended.

### **Yesil River Embankment**

The coastline of the Yesil is the perfect place for outdoor recreation. In itself, the presence on the waterfront promises, at least, the joy of beholding the slowly flowing river and the nearby stately buildings. As a maximum, in one visit can fit skating waterbus and catamaran, performances of street musicians, entertainment shows (during the holidays), cycling and even fishing, ending a busy day with dinner at one of the quays Cafés.

**Entertainment center "Duman"** unites a lot of interest. It is a modern-5D film attraction, a domed space with replicas and models of famous monuments of history, with a variety of shops, and the Oceanarium, which is more than 3 thousand kilometers from the sea. Despite this distance, in the Oceanarium are collected about 2 thousand examples of Marine life. Visitors here can take a stroll along the seabed - a tunnel arranged at the bottom of a large aquarium.

**Khan Shatyr**, another architectural fantasy of Sir Foster in Astana became a new symbol. Khan Shatyr is a shopping and entertainment complex, was built to resemble a giant tent. On the territory of the Khan Shatyr area of 127 thousand sq. meters are housed shops, cafes, restaurants, cinemas and even a water park with an artificial beach and wave pools. But the main highlight of Khan Shatyr is a beach resort with a tropical climate and white sand from the Maldives! Other attractions is the Capital Circus architecture "flying saucer", located on the left bank of the Ishim; the central mosque "Nur-Astana"; and the Modern Art Museum.

In accordance with the decision of the Republic of Kazakhstan dated 26.06.2015 №483 citizens of the Commonwealth of **Australia, Hungary, the Italian Republic, the Principality of Monaco, the Kingdom of Belgium, the Kingdom of Spain, Kingdom of the Netherlands, the Kingdom of Norway, the Kingdom of Sweden, Malaysia, the United Arab Emirates, Singapore, United Kingdom Great Britain and Northern Ireland, United States of America, Federal Republic of Germany, the Republic of Finland, the French Republic, the Swiss Confederation and Japan** are exempt from the visa requirement for periods of up to 15 calendar days from the moment of crossing the state border in the period from July 16, 2015 on December 31, 2017 .

**List of States whose nationals are exempt from having to produce a visa support or invitation when you make a one-time visa categories "A1", "A2", "B1", "B2", "the D1" and "the G1", as well as single and double visa category " F1 »**

1. Australia
2. The Republic of Austria
3. United States
4. The Kingdom of Belgium
5. United Arab Emirates
6. The Republic of Bulgaria
7. The Federal Republic of Brazil
8. The Federal Republic of Germany
9. The Hellenic Republic
10. The Kingdom of Denmark
11. New Zealand
12. Japan
13. The State of Israel
14. The Hashemite Kingdom of Jordan
15. The Republic of Ireland
16. The Republic of Iceland
17. The Kingdom of Spain
18. The Italian Republic
19. Canada
20. The State of Qatar
21. The Republic of Cyprus
22. The Republic of Korea
23. The Republic of Latvia
24. The Republic of Lithuania
25. The Principality of Liechtenstein
26. The Grand Duchy of Luxembourg
27. The Republic of Hungary
28. The Federation of Malaysia
29. The Republic of Malta
30. The Principality of Monaco
31. The Kingdom of the Netherlands
32. The Kingdom of Norway
33. The Sultanate of Oman
34. The Republic of Poland
35. The Portuguese Republic
36. Romania
37. The Kingdom of Saudi Arabia
38. The Republic of Singapore
39. The Slovak Republic
40. The Republic of Slovenia
41. The United Kingdom of Great Britain and Northern Ireland
42. The Republic of Finland
43. The French Republic
44. The Republic of Croatia
45. Czech Republic
46. The Swiss Confederation
47. The Kingdom of Sweden
48. The Republic of Estonia

The form of application for a visa (only in English. To be completed by the Latin. Letters)

**Application form  
for an entry visa to the Republic of Kazakhstan**

1. Last name:
2. First name:
3. Date of birth (day, month, year):
4. Place of birth:
5. Sex: Nationality:
6. Passport No:
7. Date of issue:
8. Expire date:
9. Profession:
10. Employer/company name:
11. Business address:

Street:

Town:

Postal code:

Country:

Telephone:

Fax:

City in which you would like to

collect your visa\*:

12. Reason for travel:
13. Entry/departure date:

• Only a city in which the consular post of the Republic of Kazakhstan





### 2-7 October 2016, Astana, Kazakhstan

	<b>Deluxe room ( king bed /twin bed )</b>	<b>Single occupancy</b>	<b>120 EURO</b>
		<b>Double occupancy</b>	<b>160 EURO</b>
	<b>Premium room ( king bed /twin bed )</b>	<b>Single occupancy</b>	<b>175 EURO</b>
		<b>Double occupancy</b>	<b>215 EURO</b>

Room & rate information:

- Minimum stay -3 nights
- The above rates are applicable only for the participants of the Event. The deadline for making reservations is **September 15, 2016**. After this date the rooms and rate will be confirmed upon availability.
- A confirmation number will be provided by the hotel after making reservation.
- The above rates **INCLUDE VAT**, which is currently 12 %.
- Buffet breakfast, entrance to Rixos Wellness & SPA, wireless internet access and international phone calls are included in the rate.
- Official check-in time: 2.00 pm; official check-out time: 12.00 noon
- Early arrival (from 07:00 am until 02:00 pm) and late departure (from 12:00 noon until 06:00 pm) charges are equal to 50 % of one night room rate. Early check-in is subject to availability.
- Check -in earlier than 2 pm can only be guaranteed if the **room reserved and paid one night prior**.
- **Cancellation policy:** Cancellation after **September 20, 2016** and in case of no-show full period of stay (including all taxes) will be charged

***TO SECURE YOUR HOTEL BOOKING: Please send us clear copy of the front and back side of the credit card together with copy of the passport and this fully filled up form and signed.***

Last Name:	First Name:
Title: <input type="checkbox"/> Mr <input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/> Other	
Date of birth:	Passport No:

Company	
Address:	
Post code:	
Country:	City:
Tel.:	E-mail:
Check in date:	Check in time:
Check out date:	Check out time:
<input type="checkbox"/> smoking room	<input type="checkbox"/> non-smoking room
Airport transfers one way: <u>TOYOTA CAMRY 50: 25 \$</u> ; <u>Mercedes S Class: 45 \$</u>	
Arrival date:	Flight number: Arr. Time:
Departure date:	Flight number: Arr. Time:
Please insert your Credit card details for guarantee your reservation	
Cardholder name:	Type of credit card:
Credit card number:	Expiration date:
<p><b>By agreeing to make a reservation at this hotel, I authorise the hotel to charge my credit card if I am unable to cancel my reservation within the cancellation policy or in case of no-show.</b></p> <p>_____ (Card Holder Signature)</p>	

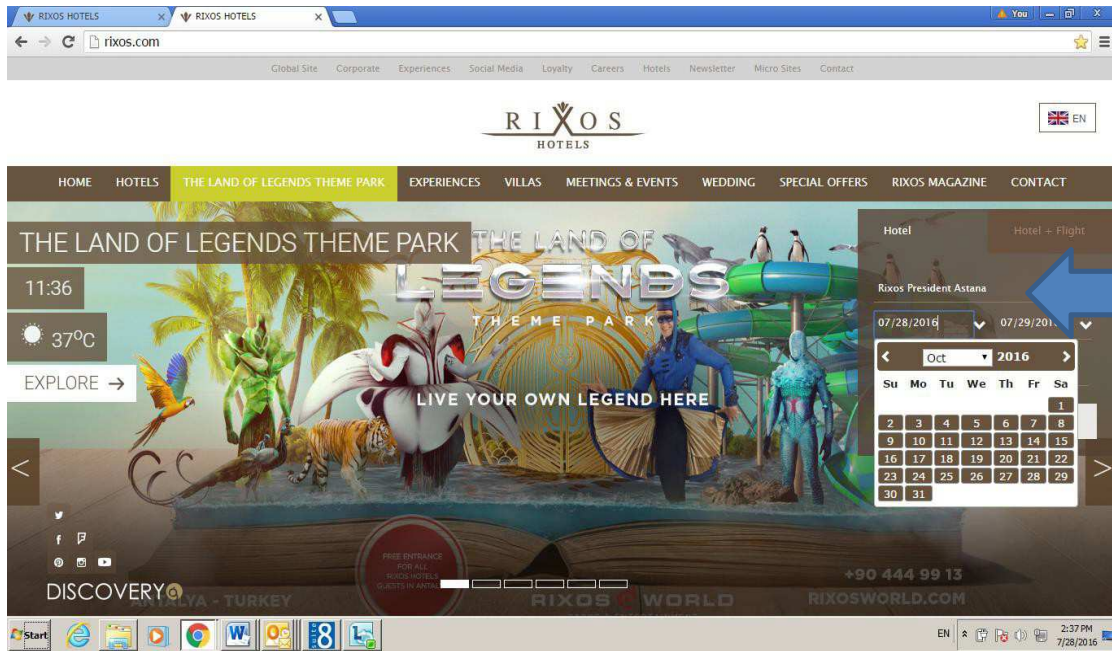
**Kindly complete this form and return to the Reservations Department at Rixos President Astana**

<b>Contact:</b>	<b>Reservation Department</b>	<b>Tel:</b>	<b>+7 7172 24 50 50</b>
<b>Fax:</b>	<b>+7 7172 24 27 60</b>	<b>E-mail:</b>	Please send request to <a href="mailto:astana@rixos.com">astana@rixos.com</a> ;

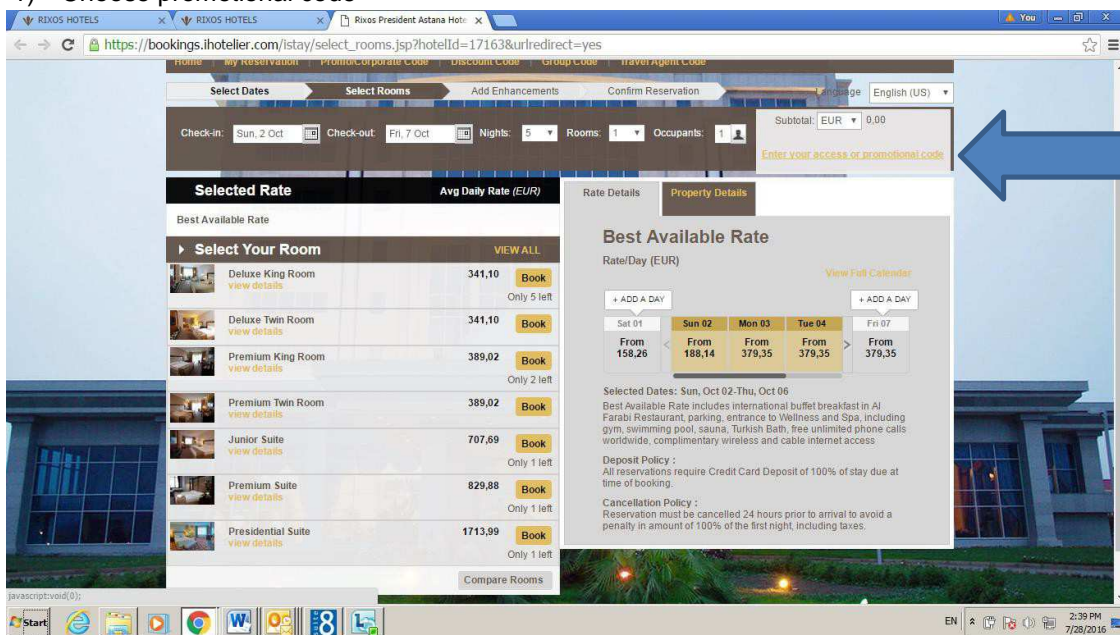
Dear Guest in order to book with special participant rate, please follow the instruction below

Special code for making booking is \_\_\_\_\_codalim2016\_\_\_\_\_

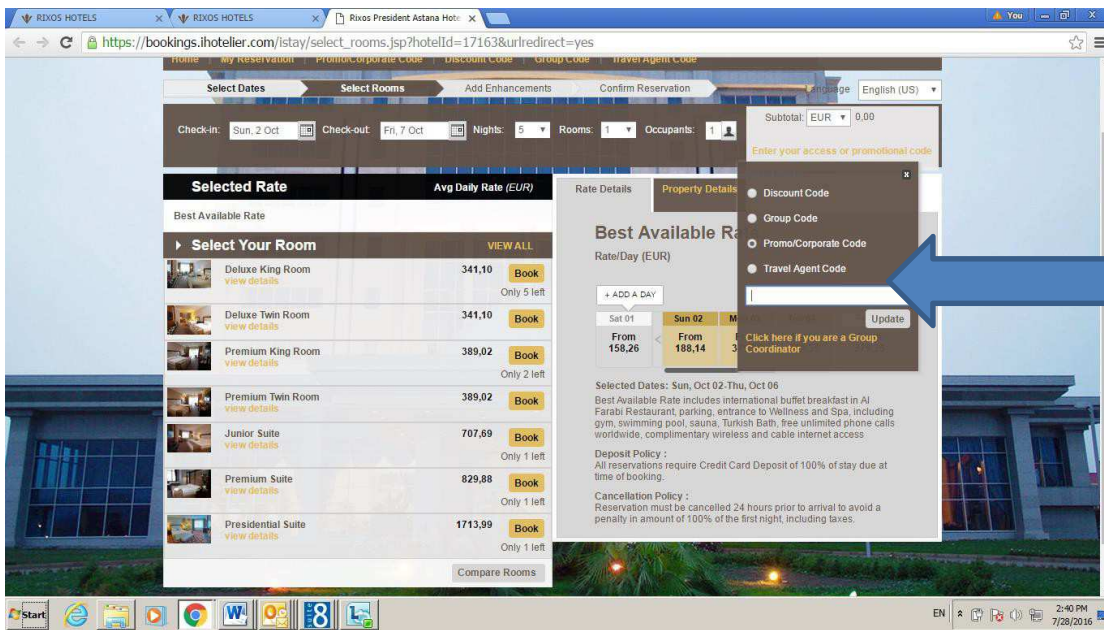
- 1) On Rixos.com web-site, please choose Hotel – Rixos President Astana,
- 2) Choose the dates in calendar



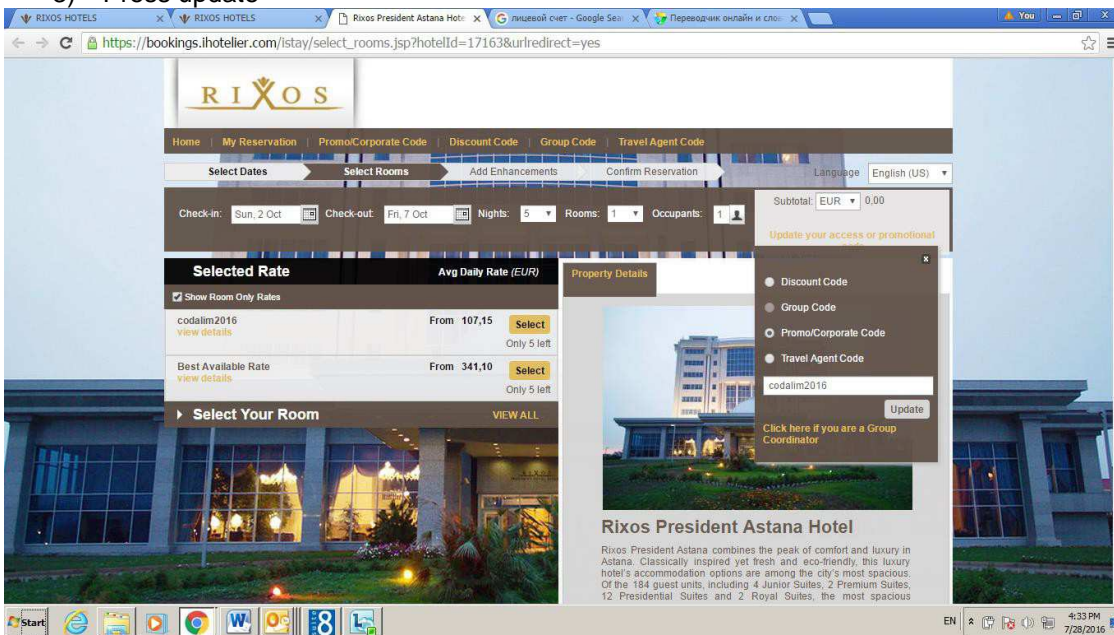
- 1) Choose promotional code



2) Enter the code codalim2016



3) Press update



4) Proceeds with the booking ....

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Arrival Date	Departure Date	No. of rooms	Room type	Official Rates	Special Rates (including breakfast for 1 person and Tax)
30 Sept 2016	08 Oct 2016	50	Standard room (single occupancy)	215 EUR	95 EUR

Rates are not commissionable.

Rates are in Kazakh tenge and include 12% VAT.

Check in time – 14.00. Early arrival before 14.00 can be guaranteed in case of reservation from the previous night. Check out time - 12.00. Late check-out depends on hotel's availability. Late check-out until 18.00 is subject for 50% of room rate plus applicable taxes. Late check-out after 18.00 is subject for 100% room rate plus applicable taxes.

**Please provide final rooming list on 15<sup>th</sup> September 2016.**

**Before 20 September 100% of rooms can be cancelled without penalties.**

**From 20 September to 27 September 100% room rate per each cancelled room for the first night.**

**All cancellation made after 27<sup>th</sup> of September are subject to 100% room rate penalty for the whole period of stay.**

#### Advantages of booking with Hilton

**Earn Hilton HHonors® points for your booking** - Only with Hilton HHonors you can earn both Points & Miles® for stays at 3,750 hotels worldwide and airline miles with over 50 airline partners. However, free hotel stays are just the beginning. You can use HHonors points for great holidays, experience rewards, shopping, Giving Back and more.

Transform Points into Televisions, Cameras, great gifts and more with the Hilton HHonors™ Shopping Mall, you will have access to great gifts for your loved ones or you can help your company by using HHonors points as payment toward your next event at Hilton. Just a little thank you for booking at Hilton.

You can enrol and learn more, please go to: <http://hhonors3.hilton.com/en/index.html?WT.srch=1>

## Hotel Overview

### Our Hotel & Location & Destination

- Astana International Airport is 30 minute drive away
- Centrally located in the newest part of Astana with easy access to business and government offices and city attractions.

### Our rooms

Hilton Garden Inn Hotel offers guests elegant and spacious accommodation. Choose from Hilton King rooms, Queen Rooms, Queen Deluxe and King One Bedroom Suites. All rooms include:

- Desk with ergonomic Mirra chair® by Herman Miller
- Comfortable Serta Suite Dreams Bed®
- Flat screen TV with range of international channels
- High Speed Wireless Internet
- Regulated climate control
- Laptop Safe
- Phone alarm clock
- Tea & Coffee Making Facilities
- Hairdryer, iron and ironing board



Booking email address: [reservations.astana@hilton.com](mailto:reservations.astana@hilton.com)

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Room type	Official rates	Special group rate
Standard Single Room	160 EUR	75 EUR

**The rates above are quoted per room per night**, including 12% VAT and other applicable taxes. Also accommodation rates include super buffet breakfast, Wi-Fi internet and access to «eXercise» fitness center.

**Check in/Check out:**

**Hotel check-in time is 15:00 pm.** Official check in time is 03.00 pm. Check-in earlier than 03.00 pm can only be guaranteed if the room is reserved and paid for the previous night.

**Hotel check out time is 12:00 Noon.** Official check out time is 12.00 pm. Late departure is subject to rooms' availability and is chargeable. Late departure before 6.00 pm shall be paid half of the special rate, late departure after 06.00 pm shall be 100% paid as for one day stay.

In case of number of booked rooms decrease and change of guests' staying period, offered prices can be the subject of reconsideration.

**Cancellation policy/ no show:**

- Until 10 (ten) days prior to the first scheduled arrival date, the whole, or the part thereof, of the contracted room nights and event revenue may be cancelled without penalty.
- Up to 10 rooms can be cancelled without any penalties 24h prior to arrival.
- Less than 24h – forfeit 100% for entire stay.

**Club Carlson:**

Every hotel guest can become member of reward program Club Carlson that enables them to earn and redeem points in our more than 1000 participating hotels worldwide. For more information visit: [www.clubcarlson.com](http://www.clubcarlson.com).

**Park Inn by Radisson, Astana**  
**8A Sary Arka Str. Astana 010 000**  
**Republic of Kazakhstan**  
**Tel: +7 7172 67 00 00**  
**Fax: +7 7172 67 00 76**

**E-mail: [info.astana@rezidorparkinn.com](mailto:info.astana@rezidorparkinn.com)**

Booking email address: [reservation.astana@rezidorparkinn.com](mailto:reservation.astana@rezidorparkinn.com)