



FOREST CARBON PARTNERSHIP FACILITY (FCPF)

Participants Committee (PC25) Meeting March 26-28, 2018

Logistics

HOTEL ACCOMMODATION: for FCPF funded participants – Hampton Inn DC/White House, 1729 H Street N.W. Washington DC 20006, Telephone: +1 202-296-1006; www.washingtondcwhitehouse.hamptoninn.com

MEETING VENUE: World Bank, Preston Auditorium, 1818 H street NW, Washington, DC 20433. Please enter the building from the main entrance. Participants will receive full security screening and must present a photo government issued ID (Passport, Driver's license, etc.) prior to being given access to any Bank building.

For FCPF-funded participants, the FMT has already reserved rooms at Hampton Inn DC/White House, checking in on Sunday, March 25th and checking out on Friday, March 29th, unless you have notified us of different travel needs. If you are planning to stay additional days for personal reasons, please note that you will have to make your own hotel reservation for any additional days. Your accommodation at Hampton Inn Hotel will be paid directly by the FMT; therefore, you do not need to pay at check-out. However, you will need to cover any incidental expenses (such as room service, phone calls, etc.). Please note that it is standard in DC area for hotels to request a credit card or cash deposit upon your arrival to cover incidentals; this will be your responsibility.

TRAVEL ARRANGEMENT: Flight arrangements have been made by American Express (AMEX), the World Bank's travel agency. If you have not received an itinerary from AMEX yet, please contact Sanjeeth Thomas at athomas6@worldbank.org or Marina Kvashnina mkvashnina@worldbank.org and copy fcpfsecretariat@worldbank.org as soon as possible.

NOTE: Please note that once itineraries are confirmed by the sponsored participant and an e-ticket is issued, any request for changes will be at the participant's own cost. The deadline for registration and completing travel arrangements for sponsored participants was **25 February 2018**. Beyond this deadline, FMT may not be able to guarantee any travel/on-site per diem/hotel arrangements.

VISA INFORMATION: The FMT has provided an invitation letter and HR Visa letter to the US Consulate, to all those who requested visa assistance via online registration.

IN-OUT TRANSPORTATION: The Dulles International Airport (IAD) is located about 30 miles (48 kms) from the hotel. The cost of a taxi from Dulles international airport to the hotel is about **US\$70** one way. Reagan National Airport (DCA) is located about 5 miles (8 kms) away from the hotel, a taxi from this National Airport costs approximately **US\$15** one way. Abroad Taxis (in your country) can be claimed a maximum of **US\$35** upon submission of **original receipts**.



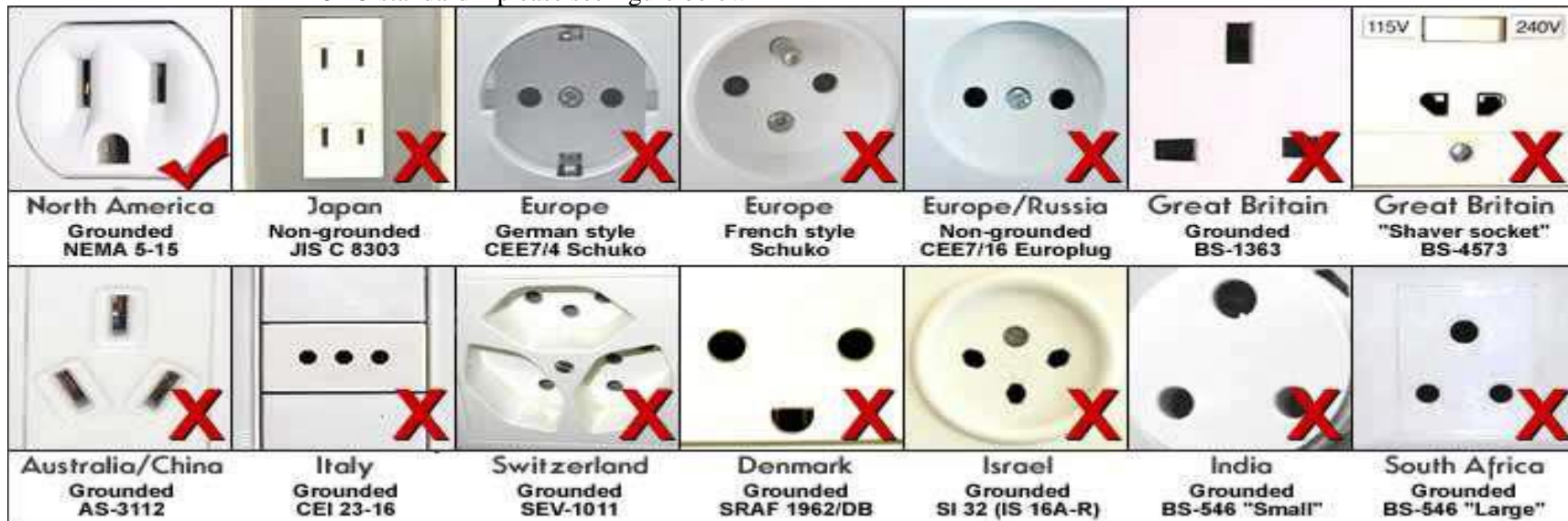
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PER DIEM: Per diem may not be claimed when en route to the destination nor can it be claimed on the day of return to your duty station. If the hotel/venue is providing breakfast/lunch/breaks, per diem will be reduced for the meals provided. The World Bank Group’s travel per diem rate for Washington DC is **US\$71**, however this amount will be reduced as breakfast/lunch will be provided at the venue and this depends on each participant’s arrival / departure itinerary. A taxi from the Airport will cost approximately US\$70. All submissions must be supported by an original receipt.

<i>Arrival 25-Mar</i>	<i>Meeting 26-Mar</i>	<i>Meeting 27-Mar</i>	<i>Meeting 28-Mar</i>	<i>Departing 29-Mar</i>	<i>Taxis Abroad</i>	<i>Taxis in Washington DC</i>
Depending on itinerary	US\$36	US\$36	US\$36	Depending on itinerary	Max US\$ 35 (receipt required)	Approx. US\$ 70 (receipt required)

ELECTRICITY: Electrical sockets (outlets) in the United States usually supply electricity between 110 and 120 volts. The electrical sockets are Type “B” North American NEMA 5-15 standard – please see figure below

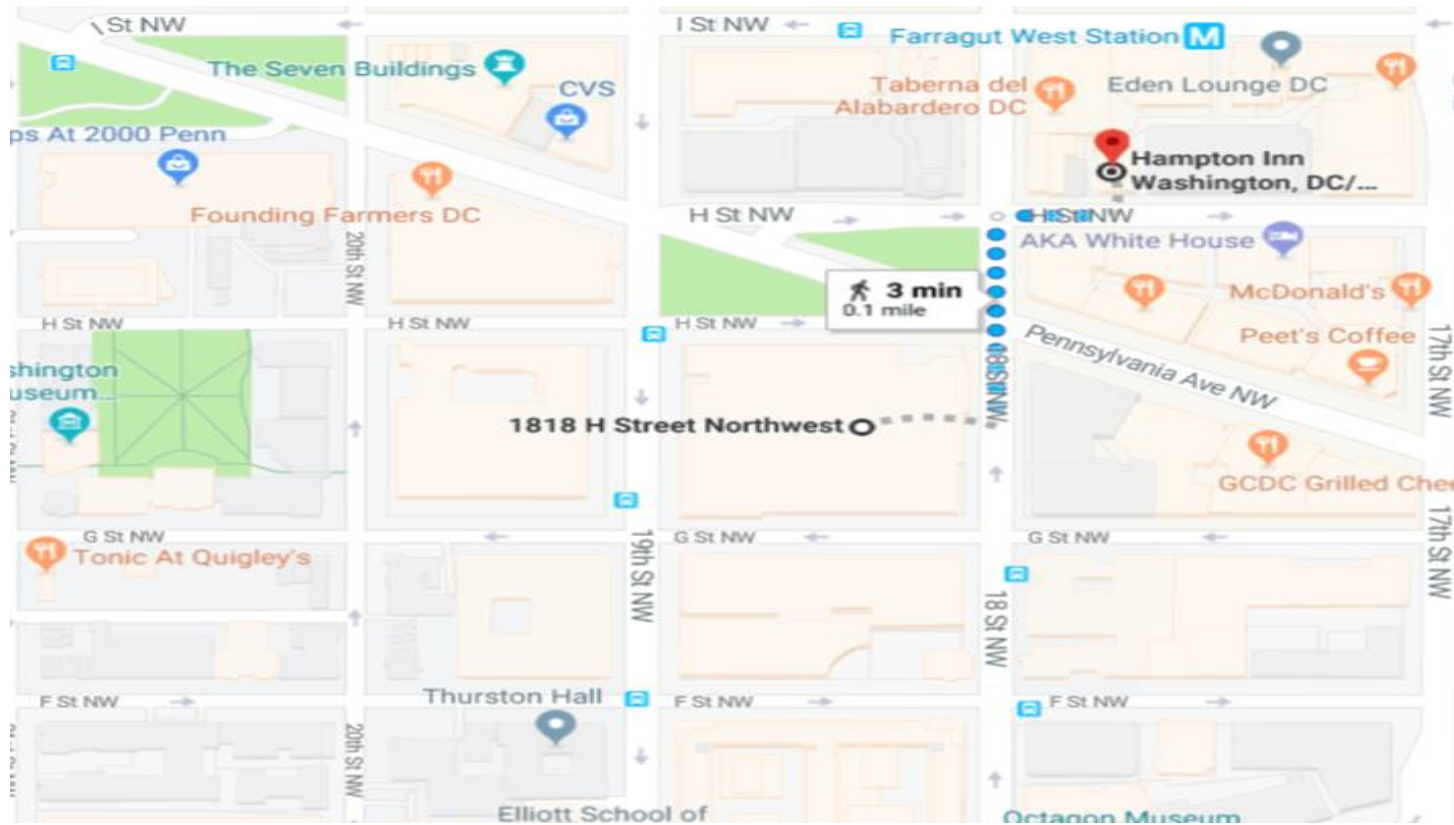


MAP: Hampton Inn Washington DC to World Bank 3 min walk



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WEATHER INFORMATION: <http://www.weather.com/weather/today/1/Washington+DC+USDC0001:1:US>