

**OSCE/UNECE/CIT**  
**Seminar on Increasing Co-operation at Railway**  
**Border Crossings in Central Asia**

**1-2 July 2009**  
**Balkanabat, Turkmenistan**

**Logistical Modalities**

<b>1. VENUE OF THE SEMINAR</b>	<b>Hotel Nebitchi, 745100, Balkanabat, Turkmenistan</b> Tel/fax + [00222] 7 70 31 (6 lines)
<b>2. PARTICIPANTS' INFORMATION</b>	Senior railway and customs officials from Kazakhstan, Kyrgyzstan, Uzbekistan, Tajikistan and Turkmenistan.
<b>3. INTERPRETATION</b>	Simultaneous English-Russian interpretation will be provided
<b>4. INTERNET WORKING AREA</b>	<u>1 PC with Internet access</u> will be available in the hotel at a rate of <u>12 TMT (appr. 3 Eur) per hour</u>
<b>5. VISA DEADLINE</b>	<b>Please note that the deadline for receipt of visa applications is <u>19 JUNE 2009</u> cob (Ashgabat time)</b>
<b>6. REGISTRATION</b>	<b>DEADLINE <u>22 JUNE 2009</u>, COB (ASHGABAT TIME)</b>  Each participant is requested to <u>send the attached registration form (Annex 1)</u> , preferably <u>by e-mail</u> , completed with all necessary details to the OSCE Centre in Ashgabat (Ms. Lyale Nazarova, E-mail: <a href="mailto:Lyale.Nazarova@osce.org">Lyale.Nazarova@osce.org</a> ; Fax + 99312 353041; Tel. + 99312 357613
<b>7. VISA</b>	Participants who need a visa to enter Turkmenistan should send their scanned passport copies – first main page to <a href="mailto:Merdan.Atayev@osce.org">Merdan.Atayev@osce.org</a> Please note that the application for a visa may take up to <b>10 days</b> . <b>Invitation letters will be sent back to the registered participants</b> . Participants may get their visas upon arrival in Ashgabat airport or at the Turkmen Embassy in their respective country. <b>In both cases, they will have to submit their official invitation letters</b> . In Ashgabat airport participants will have to pay a fee of 17 USD.  Participants, who have diplomatic or service passports and do not need entry Turkmen visas, should send their passport copies too, in order to notify authorities beforehand.  <b>For those who will apply for a visa at Turkmen Embassies abroad, the following documents are usually required (please refer to the local consular authorities for more precise information, including the visa cost).</b> <ul style="list-style-type: none"> <li>- valid passport</li> <li>- visa application form duly filled out and signed</li> <li>- invitation letter from the State Migration Service</li> <li>- two passport photos (format 4x6cm)</li> </ul> <b>Please find a list of Turkmen Embassies abroad in Annex 2.</b>

	<p><b>In case of visa problems, please contact:</b>  Mr. Merdan Atayev  Financial-Administrative Unit, OSCE Centre in Ashgabat  Phone 99312 353092, Fax 99312 353041, Email <a href="mailto:Merdan.Atayev@osce.org">Merdan.Atayev@osce.org</a></p>
<p><b>12. ARRIVALS/ DEPARTURES TRANSFERS AIRPORT – CITY CENTRE</b></p>	<p>Participants travelling from Europe are kindly recommended to take <b>the Turkish Airlines flight from Istanbul on 29 June at 11:15 PM with arrival in Ashgabat on 30 June at 05:10 AM.</b> This flight provides a good connection with the <b>Ashgabat-Balkanabat flight on 30 June at 10:30 AM.</b> Participants could then travel back to Istanbul with a Turkish Airlines flight from Ashgabat on 3 July at 07:10 AM.</p> <p>For the domestic flights, group bookings will be made for all participants. The tickets to Balkanabat will be given to each participant before the flight at the domestic flights lounge. A representative from the OSCE Centre will be there with an OSCE logo table sign. <b><u>Check-in will close at 9:30 AM.</u></b></p> <p><b>On 2 July participants will fly back to Ashgabat from Turkmenbashy.</b> A bus will take all participants at approximately 5:30 PM on 2 July in Balkanabat, Nebichi hotel and drive them to Turkmenbashy airport for the flight at 9:30 PM (appr. 2.5 hrs drive). They will stay one overnight in Ashgabat. The name of the hotel will be given to participants during the conference. Please note that participants will have to take care of their departures from the hotel in Ashgabat to the airport for their final destination. Taxis will be available at the hotel and cost 2-3 USD per person (maximum 5 USD).</p>
<p><b>12.2. TRANSFERS</b></p>	<p>Shuttle services will be provided from Balkanabat airport to the hotel Nebitchi and back from Nebitchi to Turkmenbashy airport.</p>
<p><b>13. HOTEL NEBITCHI</b></p>	<p>A group booking has been made at the hotel Nebitchi. Participants will pay their own bills. Breakfast (3-5 Eur) is not included in the room rate. Room rates vary from 70 USD (single) to 90 USD (double) and 130 USD (suite). Please indicate your preference by sending an e-mail to <a href="mailto:Lyale.Nazarova@osce.org">Lyale.Nazarova@osce.org</a>. The hotel does not accept credit card only cash (preferably USD).</p>
<p><b>14. LUNCHES &amp; COFFEE/TEA BREAKS</b></p>	<p>Lunches and coffee/tea breaks will be provided (free of charge) to the participants during the conference, on 1-2 July 09.</p>
<p><b>15. SOCIAL EVENTS</b></p>	<p>Tuesday, 30 June: Hotel Nebitchi belongs to Balkansyyahat (Balkantourism state corporation). A tour to the muddy lake Molla-Kara (spa) can be offered to the interested participants (at their own expenses). The total cost of the tour is 70 USD. The more people are in the group, the less the shared price will be. Note: please bring swimsuits along.</p> <p>Tuesday, 30 June: a welcome reception for all participants will take place in Nebitchi hotel at 19:00.</p>
<p><b>16. GENERAL INFORMATION</b></p>	<p><b>Currency: Turkmen manat and denominated Turkmen manat</b>  As Turkmenistan is in the process of the currency reform, both types of manats are in the operation. Please be careful with old and new manats. The exchange rate old-new manat is 5000 old manats – 1 new manat.  <b>The currency exchange rate is</b>  <b>1 USD – 2.84 new TM</b>  <b>1 Eur – 3.70-4.00 new TM</b>  <b>Exchange offices:</b> at Ashgabat airport (24 hours), at the hotels (Ashgabat, Balkanabat) and in the city centre  <b>Climate:</b> Temperature to be expected in the beginning of July: 33-38 C  <b>Electric current:</b> the standard voltage is 220V.</p>

	<p><b>Medical help:</b> first aid will be provided at the conference venue  <b>Time:</b> Ashgabat/Balkanabat time differs from Greenwich time by + 5 hours</p> <p><b>Important notice - insurance:</b>  To the full extent permitted under applicable law, neither the OSCE or any of its officials, employees or other representatives shall be liable for loss or damage, however caused, arising out of or in connection with the participation in this seminar. This is a comprehensive limitation of liability that applies to damages of any kind, including, without limitation, personal injury, loss of, or damage to, property and claims of third parties.</p>
<p><b>17. CONTACTS</b></p>	<p><b>OSCE SECRETARIAT, Vienna</b>  For substantial issues: <b>Mr. Roel Janssens</b>, Economic and Environmental Adviser, tel +43 1 514 36 6221, fax +43 1 514 36 6996, e-mail <a href="mailto:Roel.Janssens@osce.org">Roel.Janssens@osce.org</a></p> <p><b>OSCE Centre in Ashgabat</b>  For substantial issues: <b>Mr. Gaurav Thapan-Raina</b>, Economic and Environmental Officer, tel +99312 357613, fax +99312 353041, e-mail <a href="mailto:Gaurav.Thapan-Raina@osce.org">Gaurav.Thapan-Raina@osce.org</a>  Mobile phone +99366 426442  For administrative issues: <b>Ms. Lyale Nazarova</b>, tel +99312 357613, fax +99312 353041, e-mail <a href="mailto:Lyale.Nazarova@osce.org">Lyale.Nazarova@osce.org</a> (until 26 June 2009 cob) <b>and</b>  <b>Mr. Merdan Atayev</b>, tel. +99312 353092, fax +99312 353041, e-mail <a href="mailto:Merdan.Atayev@osce.org">Merdan.Atayev@osce.org</a> mobile phone +99366 494191</p>

**OSCE/UNECE/CIT  
Seminar on Increasing Cooperation at Railway Border-Crossings in Central Asia**

**1-2 July 2009  
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**REGISTRATION FORM – Deadline: 22 June 2009**

*Please send this registration form to Ms. Lyale Nazarova, E-mail:*

*[Lyale.Nazarova@osce.org](mailto:Lyale.Nazarova@osce.org),*

*Fax + 99312 35 30 41; tel. + 99312 35 76 13 (Please fill in using capital letters)*

<b>Country:</b>		
(Please indicate the category you register in <input checked="" type="checkbox"/> )	<input type="checkbox"/> OSCE Secretariat (Vienna)	Government Official: <input type="checkbox"/> MFA <input type="checkbox"/> other Ministry or public Institution <input type="checkbox"/> Embassy in Athens
	<input type="checkbox"/> International Organization	<input type="checkbox"/> OSCE Field Presence
	<input type="checkbox"/> Non Governmental Organization	<input type="checkbox"/> OSCE Institution
	<input type="checkbox"/> Academic Community	<input type="checkbox"/> Business Community
	<input type="checkbox"/> Mr. <input type="checkbox"/> Ms. :	
<b>First Name</b>		
<b>Family/Last Name</b>		
<b>Position:</b>		
<b>Organization</b>		
<b>Department</b>		
<b>Postal Address:</b>		
<b>Email</b>		
<b>Phone:</b>	<b>Fax:</b>	
<b>Mobile:</b>		
<b>Written Contribution:</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
<b>Title:</b>		
<b>Social events:</b>	I will take part in a tour to Molla-Kara lake, Tuesday 30 June 09: Yes <input type="checkbox"/> No <input type="checkbox"/>	

### Embassies and Consulates of Turkmenistan

1	Embassy in Kazakhstan	Astana, 473000, ul. Otyrar 64	<b>Phone:</b> +7 (3272) 509604 <b>Fax:</b> +7 (3272) 509604
2	Embassy in Tajikistan	Dushanbe, prospect Rudaki 105/1	<b>Phone:</b> +992 (372) 210461/4/6 <b>Fax:</b> +992 (372) 216884
3	Embassy in Great Britain and Ireland	14- 17 Wells street, 2-nd floor, London W1 3FP	<b>Phone:</b> +44 (20) 72551071 <b>Fax:</b> +44 (20) 73239184
4	Embassy in Austria	Argentinerstr. 22/2, 1040 Vienna	Tel. +43-1-5036470 Fax: +43-1-5036473
5	Embassy in the Ukraine	Kiev, ul. Pushkina, d. 6, UKR-252034	<b>Phone:</b> +380 (44) 293449, 2286870, 2293363 <b>Fax:</b> +380 (44) 2293034
6	Embassy in Belarus	22000, Minsk, ul. Kirova 17	<b>Phone:</b> +375 (17) 2293427 <b>Fax:</b> +375 (17) 2223367
7	Embassy in Germany	Botschaft von Turkmenistan, Langobardenallee 14, 14052 Berlin	<b>Phone:</b> +49 (30) 30102451/2 <b>Fax:</b> +49 (30) 30102453 Mail: <a href="mailto:botschaft-turkmenistan@t-online.de">botschaft-turkmenistan@t-online.de</a> , <a href="mailto:info@botschaft-turkmenistan.de">info@botschaft-turkmenistan.de</a>
8	Embassy in France	13 B rue Picot, Paris 75116	<b>Phone:</b> +33 (1) 47550536 <b>Fax:</b> +33 (1) 47550568
9	Embassy in Belgium	Avenue Franklin, Roosevelt 2106, 1050 Bruxelles	<b>Phone:</b> +32 (2) 6481874 or 6481929 <b>Fax:</b> +32 (2) 6481906 <b>Email:</b> <a href="mailto:turkmenistan@skynet.be">turkmenistan@skynet.be</a>
10	Embassy in Uzbekistan	Tashkent, ul. Makhmouda Taraby 16/ 1 Bol. Mirabadskaya 10 700090	<b>Phone:</b> +998 (71) 1205278, 9 <b>Fax:</b> +998 (71) 1205281
11	Embassy in Turkey	Koza Sokak 28, Gankya, Ankara	<b>Phone:</b> +90 (312) 4416122/3/4, 4397445, 4417126, <b>Fax:</b> +90 (312) 4417125 Mail:
12	Consulate in Istanbul	Gazi Evrenos Denadesi, Bakharistan sokan 13, Yeshilkoj	Tel.+ 90 212 66 202 22
13	Embassy in the United States of America	2207 Massachusetts Ave., NW, Washington D.C., 20008 USA	<b>Phone:</b> 202-588-1500 <b>Fax:</b> (202) 588 0697 <b>Web Site:</b> <a href="http://www.turkmenistanembassy.org/">www.turkmenistanembassy.org/</a> <b>Email:</b> <a href="mailto:turkmen@mindspring.com">turkmen@mindspring.com</a>
14	Embassy in Afghanistan	City of Herat	
15	Consulate	City of Mazar-e-Sharif	
16	Embassy in Syria	Damask, Miset, Ruki ed-Din st.4097, 2/F Damascus	<b>Phone:</b> +9 (6311) 2241834 <b>Fax:</b> +9 (6311) 3320905
17	Embassy in Russia	Filippovskij per.22 RUS-121019, Moscow	<b>Phone:</b> +7 (095) 2916591, 2916636, 2911544, 2916593, 2911356 <b>Fax:</b> +7 (095) 2910935, 2910166
18	Embassy in Pakistan	Nazim-ud-Din Road 22-a, F-7/1 Islamabad	<b>Phone:</b> +92 (51) 2278699, 2214913, 2210297, 2280898, 2210207 <b>Fax:</b> +925 (1) 278799
19	Embassy in Iran	No. 39 Parsdaran Avenue Golestan 5 Street before: 34, Dr. Shariati Avenue/8 Maleka Street Tehran	<b>Phone:</b> +98 (21) 2542178, 2548686 <b>Fax:</b> +98 (21) 2540432
20	Embassy in India	C-17 Malcha Marg Chanakyapuri 110021 New Dehli	<b>Phone:</b> +91 (11) 6118054 <b>Fax:</b> +91 (11) 6118332
21	Embassy in China	San Li Tun Diplomatic Office Building 1-15-2 100600Beijing	<b>Phone:</b> +86 (10) 65326976 <b>Fax:</b> (+86-10) 65322269