

Annual Meeting of the GREEN Action Task Force  
30 June – 1 July 2022, Tbilisi, Georgia

## Logistical Note

### MEETING VENUE AND TIME

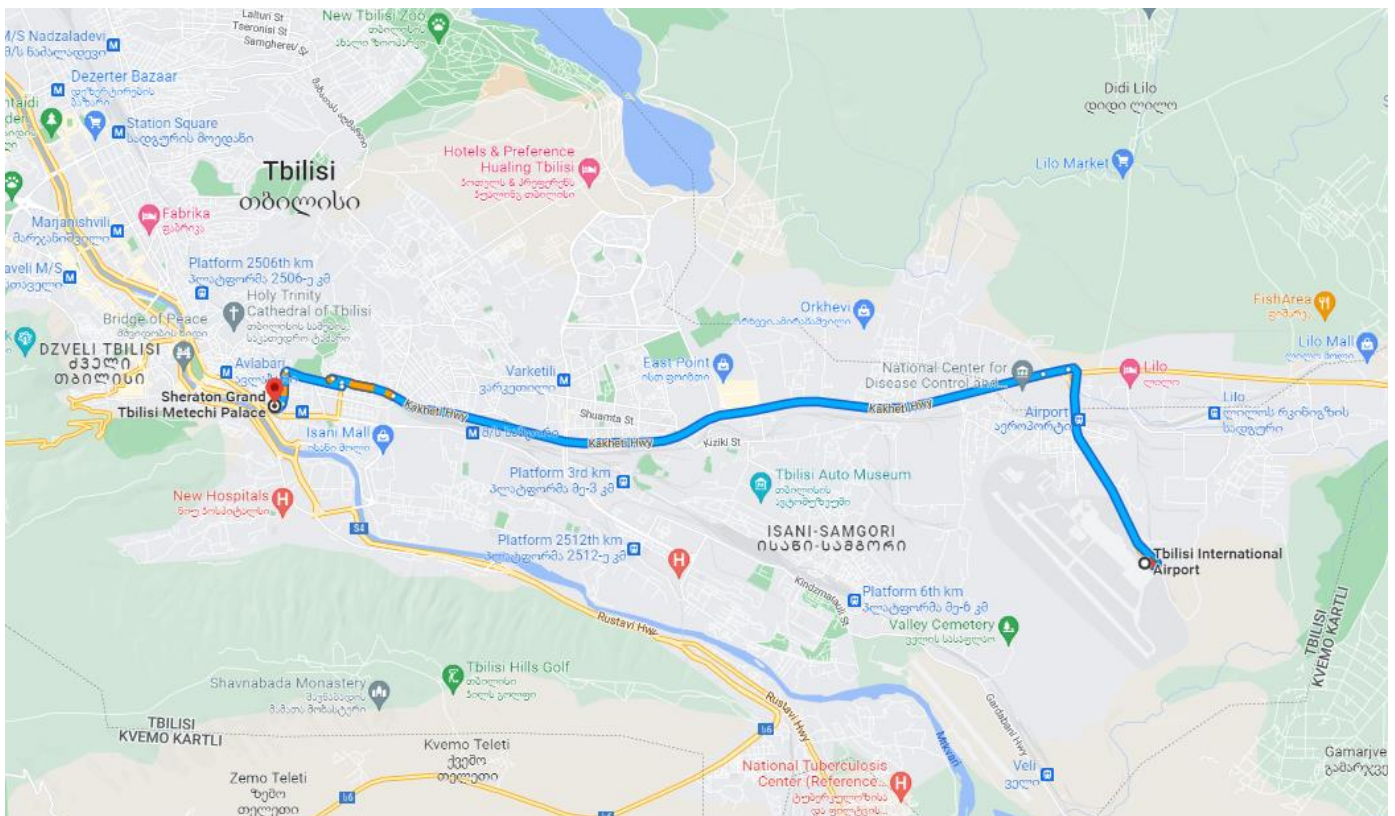
The GREEN Action Task Force Annual Meeting will be held on **30 June - 1 July 2022** at the **Sheraton Metechi Grand Palace Hotel**, Kavkasioni ballroom, address: 20 Telavi St, Tbilisi 0103, Georgia.

The meeting will begin at **14:00** on **Thursday, 30 June 2022** and will finish by **18:00 pm** on **Friday, 1 July 2022**. The time indicated is Tbilisi time (CET+2).

In view of the formalities for admission to the premises of the meeting, please confirm your participation by registering at [https://meetoecd1.zoom.us/meeting/register/tJcsc-ispzkiGdB5GW\\_MgMzZdnZRjGZDm-Ck](https://meetoecd1.zoom.us/meeting/register/tJcsc-ispzkiGdB5GW_MgMzZdnZRjGZDm-Ck) as soon as possible, but not later than **17 June 2022**.

### TRANSPORTATION

#### Getting to Sheraton Metechi Grand Palace from Tbilisi airport



The participants are kindly required to arrange their airport transfer.

**By bus:** duration 50 minutes, Bus n°37, ticket price 1 USD, direct line from the Tbilisi International Airport to Sheraton Metechi Grand Palace, (get off at bus stop “300 Aragveli”)

**By taxi:** duration 15 minutes, costs approximately 30 GEL or 10 USD

## VISA

We kindly ask participants to check their visa requirements on the [Georgian visa information](#) webpage. Please let us know if you wish to receive a formal invitation letter for visa purposes. If this is the case, please send a message to Ms. Mari Laikre ([mari.laikre@oecd.org](mailto:mari.laikre@oecd.org)) with the necessary information and a **copy of your passport**.

## COVID-19

Practically, all the Covid-19 restrictions and regulations have been waived in Georgia, except for the uniform wearing of facemasks in public transport and healthcare facilities. Please find further info and latest guidance on Covid-19 regulations on [StopCovid in Georgia website](#).

## ACCOMMODATION

**Participants whose cost of participation is not supported by the Secretariat** are kindly invited to make their own hotel accommodation booking. We have arranged preferential rates for GATF Annual Meeting participants at the **Sheraton Metechi Grand Palace Hotel**.

In order to secure a booking at a preferential rate, please send your request to [sh.tbssi.reservations@sheratonhotels.com](mailto:sh.tbssi.reservations@sheratonhotels.com) (please always cc [ann.todua@sheraton.com](mailto:ann.todua@sheraton.com)) with the **keyword "OECD GATF"**

The offered rates for the GATF Guests are:

Executive Single room including breakfast: **160USD +18%VAT**

Executive Double room including breakfast: **180USD +18%VAT**

**Participants from Eastern Europe, Caucasus and Central Asia countries whose cost of participation is supported by the Secretariat**

The Secretariat will provide the accommodation at the Sheraton Metechi Grand Palace for two officially delegated representatives from each EECCA country: one from the Ministry of the Environment and one from the Ministry of the Economy. Information about the accommodation will be communicated to respective delegates.

Please contact Mari Laikre at [mari.laikre@oecd.org](mailto:mari.laikre@oecd.org) if you need any further guidance for accommodation.

## REIMBURSEMENT OF TRAVEL EXPENSES FOR DELEGATES FROM EECCA COUNTRIES

The Secretariat will provide financial support to the invited participants from the EECCA countries. It will include a lump sum to cover economy class return flight ticket, meals, airport transfer and other incidental expenses.

In order to be reimbursed, please submit signed original acceptance letter and OECD invoice for eligible expenses to the Secretariat representative (Mari Laikre) prior to or during the meeting.

The invited EECCA participants will receive the reimbursement of their travel expenses via bank transfer after the event. Please note that the Secretariat will not be in a position to reimburse any expenses which were not notified in advance.

## MEETING DOCUMENTS

Relevant documents will be uploaded on the programme [website](#). Please note that the Task Force meeting will be a paperless event so the hard copies of the documents will not be available in the meeting room.

## TECHNICAL EQUIPMENT AND OTHER FACILITIES DURING THE CONFERENCE

The meeting language is English but simultaneous interpretation into the Russian language will be provided. The Secretariat will not be able to arrange for copies of documents provided by other



organisations or meeting participants, so countries/institutions should ensure that they bring with them sufficient number of copies.

#### MEALS

Lunches and coffee breaks on 30 June and 1 July will be provided by the OECD Secretariat to all participants. In the evening of 30 June, all participants will be invited to a dinner hosted by the Ministry of Environmental Protection and Agriculture of Georgia.

#### LIABILITY AND INSURANCE

The OECD/EAP Task Force Secretariat will not take any responsibility for injuries or damages involving persons or property during the meeting. Participants are advised to take their own personal insurance prior to coming to Tbilisi, Georgia.

Please contact Mari Laikre for any questions related to meeting logistics at  
E-mail: [mari.laikre@oecd.org](mailto:mari.laikre@oecd.org)

***WE LOOK FORWARD TO SEEING YOU IN TBILISI!***