

**INFO
LETTER**

PEMPAL

TREASURY COMMUNITY OF PRACTICE WORKSHOP

Experiences with Implementation of Financial Classifications Aligned with International Standards

Dates: October 11 - 13, 2010

Location: Dushanbe, Tajikistan

DEAR PARTICIPANT, DEAR SPEAKER:

On behalf of the Ministry of Finance of Tajikistan and PEMPAL TCOP Leadership Group we are glad to welcome you to Dushanbe. We would like to make your visit in Tajikistan as pleasant as possible. Please find below information about transport, accommodation and workshop arrangements.

AT THE AIRPORT

Upon arrival to the International Airport in Dushanbe, Tajikistan, please look for the drivers with PEMPAL logo in hands that will be meeting you at the exit from the customs zone.

Workshop participants from non-CSI (Commonwealth of Independent States) member countries need a visa to enter Republic of Tajikistan, which is issued by local authorities at the Dushanbe International Airport upon arrival. Two passport-size photos and a passport valid for at least six months longer than the duration of the planned stay in Tajikistan are required. This “upon arrival” visa service does not apply to any other Tajik airports or land borders.

A completed visa application form (attached to this letter) and a fee of USD 38 are required for Tajik visa applicants (PEMPAL will reimburse these money to workshop participants.) Upon arrival to the airport, workshop participants will be required, also, to complete a migration card, which must be kept and returned when leaving Tajikistan. You can ask migration desk for migration card forms.

WHERE WILL YOU STAY?

Reservation has been made for you at Asia Grand Hotel, situated in the city center. The hotel accommodation is a single room, with breakfast included in the room price. PEM PAL will cover accommodation expenses for the duration of the workshop as well as for the days of arrival and departure.

The hotel reservation is made in your name. In case of delayed arrival and / or travel complications, please notify the organizers or the hotel directly.



Hotel view and contact numbers:

ASIA GRAND HOTEL

21, M. Tursunzade str., Block A
Dushanbe,
Republic of Tajikistan, MD-2004

Phone: (+992 44) 600 77 77 – Reception desk

www.asiagrandhotel.tj

WORKSHOP INFORMATION

Workshop will be held at the Convention Hall of the Asia Grand Hotel.

We will start with **the workshop on Monday, October 11. Registration and distribution of materials will start at 12:30 p.m., followed by lunch at 13:00. The workshop will start at 14.30 p.m.**

You are kindly invited for a **welcome reception** that will be held at **Asia Grand Hotel Restaurant on Monday, October 11, at 7.00 p.m.**

The workshop will be delivered according to the **Agenda**, which is attached to this letter. You will receive the binder with workshop material on the first day.

WHEN YOU GET HUNGRY

During the workshop, **coffee breaks** with refreshments will be organized. All three working days, the **lunches** will be served in the Asia Grand Hotel Restaurant.

Those who arrive on October 10th, are also invited to have lunch at the same restaurant. The price will be added to your room bill.

You are kindly invited for a Treasury Community of Practice dinner on Tuesday, October 12th at 6:30 p.m. at the “Simin” Restaurant, which is situated 5 minutes walk from Asia Grand Hotel.

You are also kindly invited for a dinner on Wednesday, October 13th at 6 p.m. at the Asia Grand Hotel Restaurant.

You are encouraged to bring with you CDs with the music that you would like to be played during the dinner time.

OTHER INFORMATION

If you need additional information or help, please do not hesitate to contact the organizers:

Ion Chicu, e-mail: ionchicu1@gmail.com , phone: +373 68472875,

or Elena Nikulina, e-mail: Enikulina@worldbank.org, phone +373 68255002.

We are looking forward to welcome you in Dushanbe!