

Dialogue meeting with IPBES national focal points on capacity-building
Under the 2030 IPBES rolling work programme
5-7 December 2023

Information on logistics

Dialogue meeting with IPBES national focal points

1. Meeting Venue

The meetings will be held at the University of Bergen's new conference venue "Læringsarenaen", which is located in the building shown below in the photo and maps.

University of Bergen (UiB) Læringsarena:

Address: Nygårdsgaten 5, 5015 Bergen, Norway.

Location in [Google maps](#)



2. Hotels in Bergen, Norway

The participants will be staying at two different hotels, **Thon Hotel Rosenkrantz** and **Thon Hotel Bristol**. The location of the hotels is indicated on the map below. From Hotel Rosenkrantz, it is approximately a 16 min walk, and from Hotel Bristol, a 7 min walk to the venue, UiB Læringsarena.

Address of the hotels:

Thon Hotel Rosenkrantz: Rosenkrantzgaten 7, 5003 Bergen, Norway

Phone number: +47 55 30 14 00

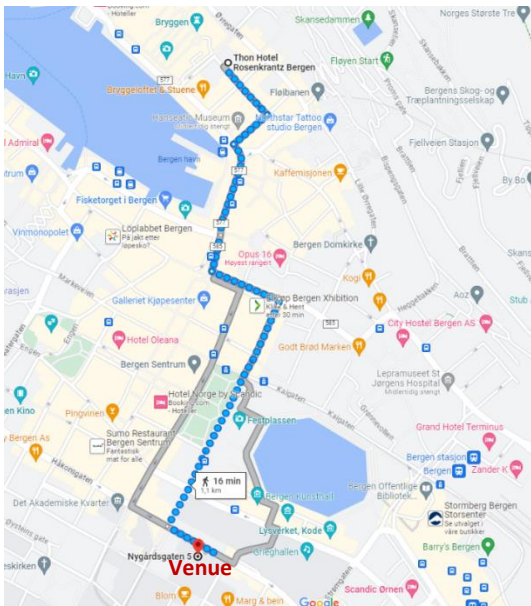
[Google maps](#)

Thon Hotel Bristol: Torgalmeningen 11, 5014 Bergen, Norway.

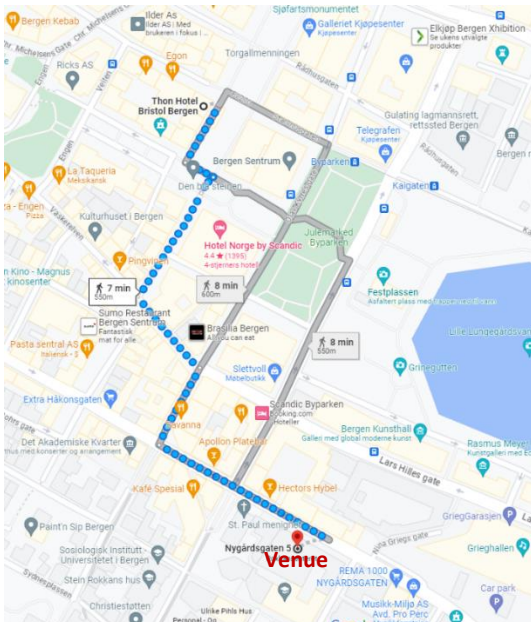
Phone number: +47 55 55 10 00

[Google maps](#)

From Thon Hotel Rosenkrantz to the meeting venue



From Thon Hotel Bristol to the meeting venue



3. Getting from the airport to Bergen city centre

To get from Bergen Airport to the city centre, there are three options:

A) Bergen Light Rail (Bybanen)

- Frequent departures throughout the day (every 5-10 minutes).
- Tickets: Skyss ticket App or Ticket machine at the station ([Ticket information](#)).
- Departure from this stop: Bergen lufthavn, arrival at this stop: "Byparken".
- Duration: 45 minutes, price: NOK 40.
- Note that this is an electric tram, and the space for luggage is limited.

B) Airport Express bus (Flybussen)

- Departures every 20-30 minutes.
- Tickets: flybussen.no, discount on prepaid tickets.
- Departure from this stop: Bergen lufthavn Flesland, arrival at this stop: "Torget" (Thon Hotel Rosenkrantz) or "Festplassen" (Thon Hotel Bristol).
- Duration: 35 min, price: NOK 169 (prepaid).

C) Taxi

Taxis are readily available right outside the terminal building. Approximately 20 min to the city centre. Prices (fixed price) from NOK 550-600.

Getting from the bus stop or rail stop to the hotel

- You can **walk** to both hotels from the bus stop (Torget or Festplassen) or the Light rail stop (Byparken).

From bus/rail stop	To hotel	Directions
Torget	Thon Hotel Rosenkrantz	4 min: https://maps.app.goo.gl/8twZwLD7hCo34Sua7
Festplassen	Thon Hotel Bristol	5 min: https://maps.app.goo.gl/tysc8Sju5UV57dg7
Byparken	Thon Hotel Rosenkrantz	10 min: https://maps.app.goo.gl/KTFngBkNOHgUnApw9
Byparken	Thon Hotel Bristol	2 min: https://maps.app.goo.gl/32kS8z3HsbSjYo1F9

4. Registration and daily subsistence allowance (DSA) disbursement

Registration of participants: participants will be invited to register upon arrival at the venue on the first day of the meeting (5 Dec) from 9:00 CET to 10:00 CET.

Disbursement of daily subsistence allowance and visa costs: Supported participants who are required to pay for **visas** to enter Norway are also required to submit a scanned copy of receipts (tsu.capacitybuilding@ipbes.miljodir.no), the latest **two weeks** before the meeting takes place. According to UN regulations the original receipts also must be submitted in Bergen, to be eligible for reimbursement.

DSA payment for this meeting will be made with bank transfer. Participants will be asked to submit their bank-details prior to the meeting via email.

5. Lunch and dinners

Joint dinners will be organized for all days of the meeting, and lunches will be served at the meeting venue during the dialogue meeting.

6. Online streaming and language

The plenary sessions of the meeting will be streamed, to facilitate a virtual option for national focal points not able to attend in person. National focal points can also nominate secondary national focal point(s) and/or other relevant government officials, that would like to follow the streaming. A separate email with a webform will be sent out from the IPBES Secretariat to allow national focal points to nominate the official(s). Please note that the streaming will only be available to pre-registered participants (that have been nominated by a national focal point) and national focal points that are not able to attend in person.

The meeting will be held in English only.

7. Travel and Medical Insurance

Meeting participants are responsible for obtaining comprehensive international insurance for the whole duration of their stay. The United Nations and IPBES secretariat and technical support unit on capacity-building disclaim all responsibility for medical, accident and travel insurance, for compensation for death or disability, for loss or damage to personal property and for any other costs or losses that may be incurred during travel or the period of participation.

8. Visa requirement

Visa requirements may change over time. Therefore, please check the requirements applying to your country and allow for sufficient time for the visa application. If you need a supporting letter for your visa application, please contact the technical support unit on capacity-building at tsu.capacitybuilding@ipbes.miljodir.no

9. General information, Norway

Currency: The Norwegian krone (NOK). Currency converter, USD-NOK:
<https://www.xe.com/currencyconverter/convert/?Amount=1&From=USD&To=NOK>.

Credit cards: Credit cards are widely accepted in Norway, including all hotels and restaurants in the city of Bergen. Please note that some supermarkets and petrol stations do not accept certain credit cards, though the majority accept debit cards.

ATMs and banks: ATMs can be found around banks and in many busy public places, such as in airports, train stations and shopping centres. Most banks in Bergen are open from 09.00 to around 15.30 on weekdays and closed on Saturdays and Sundays.

Electricity: Norway 230 V 50 Hz C / F

Voltage: 220-240 Volts (U.S./Canada are 110-120 Volts)

Primary Socket Type: Type C / F (<https://www.worldstandards.eu/electricity/plugs-and-sockets/>).



Public transport: The city buses and tram service in Bergen are administered by [Skyss](#) . Taxis are available all over Bergen, although they are relatively expensive compared to public transport facilities.

Standard Time Zone: is in the Central European Time zone which equals GMT +1 hours.

Weather: Bergen in December will be cold and most likely rainy. December has an average temperature fluctuating between 0°C (32°F) and 5°C (41°F). The average monthly precipitation in December is 266 mm. Please check [here](#) for up-to-date information.

Clothing: Please ensure that you bring warm (and waterproof) clothing and shoes, appropriate for rainy and cold weather.

Bergen: Bergen (historically Bjørgvin) is located on the west coast of Norway in the heart of the fjords and is the second largest city in Norway, with 290 000 inhabitants. The city was founded in 1070 and its history is largely influenced by the Hanseatic League, which during the late 13th century established an administrative office in Bergen, based at "Bryggen" (the hanseatic wharf). The city centre is very compact, which makes it perfect for walks, and Bergen is known for being surrounded by "the seven mountains", making great hiking options nearby. The city is an international centre for aquaculture, shipping, the offshore petroleum industry and subsea technology, and a national centre for higher education, media, tourism and finance.

More tourist information about Bergen is available [here](#) and in the official tour guide of Bergen: <https://en.visitbergen.com/dbimgs/Bergen-Guide-en-2022-23.pdf>.