

**UN-REDD**  
PROGRAMME



# UN-REDD Retreat Logistics Note

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8-10 May 2012

Castel Gandolfo, Italy

## ACCOMMODATIONS

The Hotel Castel Vecchio and Hotel Villa Del Cardinale have been secured for participants' accommodation, including breakfast.

**RETREAT VENUE:** [Hotel Castel Vecchio](#), Viale Pio XI, 23, 00040 Castel Gandolfo Rome, Italy

## HOTELS

### [Hotel Castel Vecchio](#)

Viale Pio XI, 23, 00040 Castel Gandolfo Rome, Italy, phone (+39) 06 9360308

### [Hotel Villa Del Cardinale](#)

Via dei Laghi, 7 km 11,00 ss 217, Italy, phone (+39) 06 94792127

## MAP



## TRAVEL

FAO, UNDP and UNEP have made travel arrangements for their participants. For specific queries, please contact: Dina Hajj, UNDP ([dina.hajj@undp.org](mailto:dina.hajj@undp.org); +41 22 917 8503), Alberto Sandoval, FAO ([alberto.sandoval@fao.org](mailto:alberto.sandoval@fao.org); +39 06 5705 5193), Wahida Patwa-Shah, UNEP, ([Wahida.Patwa-Shah@unep.org](mailto:Wahida.Patwa-Shah@unep.org); + 254 20 7625094)

## TRANSPORTATION TO/FROM AIRPORT

**Rome International Airport – Fiumicino** (<http://www.rome-airport.info/in.html>) lies 26 km southwest of Rome, is linked to the city by train and by road, and is approximately 53 km from the retreat venue.

**Ciampino International Airport** (<http://www.ciampino-airport.info/>) is situated 12 km south southeast of central Rome, just outside the Greater Ring Road (the circular motorway around the city), and is approximately 12 km from the retreat venue.

Regular taxi fare should run approximately €86 from Fiumicino Airport to Hotel Castel Vecchio, and about €25 from Ciampino Airport to Castel Gandolfo. The fixed fare for transportation between city center and Fiumicino is €40. The fixed fare between city center and Ciampino is €30. For other destinations, fares are not fixed. The fee for luggage is approximately €1 per piece.

A fixed rate with **Star Limousine** of €70 from Fiumicino Airport to Hotel Castel Vecchio has been arranged for a car with up to **three people** and **three small trolley suitcases**/ €90 for a small bus (8 people) in case more than three colleagues are arriving at the same time.

To make a reservation with **Star Limousine** please contact **Adrian** by email at [prenotazioni@starlimousine.it](mailto:prenotazioni@starlimousine.it); [a.brodescu@starlimousine.it](mailto:a.brodescu@starlimousine.it) or by phone at +39 349 3141599 and provide the following information:

- 1) Name of traveler
- 2) Date of arrival
- 3) Flight number
- 4) Cell number
- 5) Number of people

### DAILY SUBSISTENCE ALLOWANCES (DSA)

Participants will receive a reduced DSA based on the following:

- 1) Accommodation (7 May)
- 2) Accommodation, breakfast, lunch and dinner (8 May)
- 3) Accommodation, breakfast, lunch and dinner (9 May)
- 4) Accommodation, breakfast and lunch (10 May)

### WEATHER

Weather information is available at <http://www.theweathernetwork.com/weather/itxx0067>.

### ELECTRICITY REQUIREMENTS

Electricity in Italy is 220 volts and if you plan to use equipment or appliances equipped with 110-volt plugs, you will need a voltage converter. If you think you need one, we suggest getting it prior to travelling to Italy.

