



State Committee on Urban Planning and Architecture  
of the Republic of Azerbaijan



UN-HABITAT

**NATIONAL  
URBAN FORUM**



**Zangilan-Baku, Azerbaijan | 29 September – 1 October 2023**

**LOGISTICS NOTE  
(DRAFT)**

## VENUE OF THE FORUM

The opening ceremony will be held on 29 September, 2023 in the city of Zangilan (Oxchuchay Center). The second day and the third day of the Forum will be held at the “**Baku Marriott Hotel Boulevard**” hotel located in Baku, the capital city of Azerbaijan, on 30 September - 01 October, 2023.

## AIRPORT / TRANSPORTATION

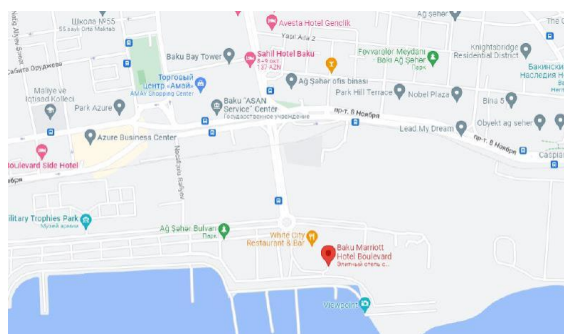
The Heydar Aliyev International Airport (GYD) in Baku is located 26 kilometers from Baku's central business district and 17.4 kilometers from the “Baku Marriott Hotel Boulevard”. Airport pick-up and drop off, as well as other trips related to the event (through assembly desks at the airport/hotel accordingly) will be arranged by the Forum organizers.

## ACCOMMODATION

Participants will be offered accommodation at the “Baku Marriott Hotel Boulevard” hotel once the participation is confirmed.

### Address of the “Baku Marriott Hotel Boulevard”:

Khagani Rustamov street 4c,  
Khatai district,  
Baku, Azerbaijan, 1010



**Phone:** +994 12 310 00 10

**Website:** <https://www.marriott.com/en-us/hotels/gydm-baku-marriott-hotel-boulevard/overview/>

## TRAVEL AND ACCOMMODATION COSTS

Accommodation, transportation (including international airfare to and from Azerbaijan) and meals will be provided by the event organizers for selected participants. Should any of the attending guests be willing to extend their stay they can do so at their own expenses.

## LANGUAGE OF THE FORUM

All the Forum-related events will be held in Azerbaijani, English and Russian with simultaneous translation. Translation to other official languages of the United Nations (Arabic, Chinese, French and Spanish) would be available upon request of participants.

## FORUM DATES AND TIME

The Forum will take place on 29 September – 1 October, 2023. A more detailed information is provided in the Agenda of the Forum. A field trip to Zangilan region will be organized for all registered participants early in the morning on 29 September, 2023. Transportation and logistical support will be provided by the event organizers. Security briefing will be provided at the lobby of the hotels prior to the field trip.

## REGISTRATION AND IDENTIFICATION BADGES

Participants are asked to register and obtain identification badges at the registration desk from the following location:

Baku Marriott Hotel Boulevard - on September 28 (09:00 - 23:30)

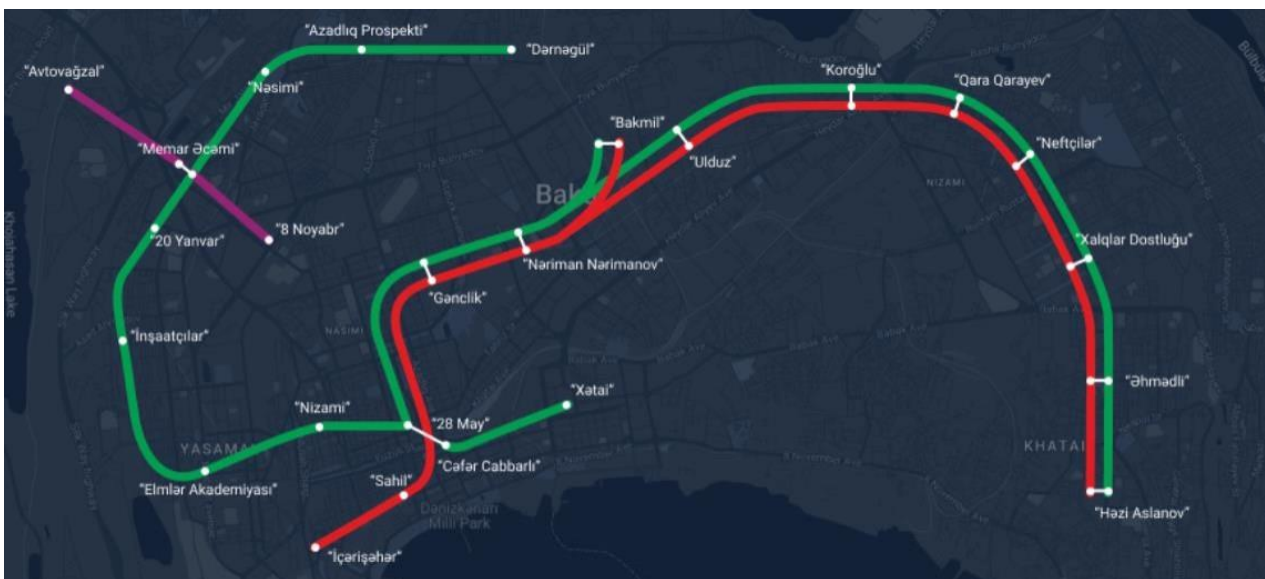
*Please note that collection point will be available around the clock.*

Participants are kindly requested to bring their badges for the field trip and wear them throughout the Forum. Due to security reasons, only participants with visible accreditation badges will gain access to the conference venue.

## ON-GROUND TRANSPORTATION

### Public transportation

Baku has a metro system, which operates between 6 am and 12 am. Stations, trains, and facilities are clean and safe with trains running every two to three minutes. There are 3 lines: the Red Line from Icherisheher to Hazi Aslanov, the Green Line from Khatai to Darnagul, the Purple Line from Avtovağzal to 8 noyabr.



Buses are an inexpensive way to travel in Baku and bus schedules are generally available at bus stops.

Taxis are also widely available as an alternative option. Baku has several licensed taxi firms, the most famous of which are:

- Baku Taxi Company: <https://bakutaxi.info/taxi/baki-taksi>
- 189 Taxi: <https://189taxi.az/>
- Uklon: <https://az.uklon.eu/en/>
- UBER: <https://uber.com/az/newsroom/uberx-az/>
- Bolt: <https://bolt.eu/az/cities/baku/>

## **Airport escort service**

Transportation from airport to hotels, vice-versa will be organized by the event organizers through assembly desks at the airport/hotels.

Nevertheless, there is also an airport shuttle service available from the airport to the city. The information on the schedule and departures can be found on the following webpage: <https://aeroexpress.az>

## **VISA AND ENTRY INFORMATION FOR AZERBAIJAN**

### **Passport Regulations**

All participants are required to possess an international passport that is valid for a minimum of 6 months from the date of entry into Azerbaijani territory, with sufficient pages for visa stamps.

### **Visa to enter Azerbaijan**

All participants must check entry requirements (<https://azerbaijan.travel/tourist-visa-to-azerbaijan>) to Azerbaijan in accordance with the nationality and the type of passport they hold with the nearest consulate or the diplomatic mission of Azerbaijan in their home country. The list of Diplomatic Missions of the Republic of Azerbaijan abroad with their current contact details is available at: [https://mfa.gov.az/files/MFA\\_May\\_2023.pdf](https://mfa.gov.az/files/MFA_May_2023.pdf)

Should an Entry Visa be required, participants are advised to submit their visa application as early as possible, at least 4 weeks prior to the Session, and obtain the visa in advance.

### **E-Visa (ASAN Visa)**

Participants can also apply for a visa through ASAN visa portal (<https://evisa.gov.az>) designed to simplify procedures for issuing visas to foreigners and stateless persons visiting Azerbaijan. Please see the list of countries eligible for e-visa before you apply: <https://evisa.gov.az/en/countries>

## **INSURANCE**

The Forum organizers are not responsible for the medical, accident and travel insurance. It is recommended that international medical insurance be obtained for the period of participation.

## **SAFETY AND SECURITY**

The country is considered as a safe tourist destination and offers the opportunity to easily explore, discover and enjoy your surroundings. The emergency numbers are available 24 hours a day.

Nevertheless, participants are advised to exercise caution and remain aware of their surroundings. A full security briefing will be provided prior to the commencement of the event.

## EMERGENCIES

- Fire: 101
- Police: 102
- Ambulance: 103

## DRESS CODE

- 29 September, 2023 (“Oxchuchay Center”, Zangilan city) — business formal.
- 30 September - 01 October, 2023 (“Baku Marriott Hotel Boulevard”, Baku city) — business casual/formal.

## GENERAL INFORMATION

The Republic of Azerbaijan is a country located at the boundary of Eastern Europe and Western Asia. It is a part of the South Caucasus region, and is bounded by the Caspian Sea to the east, Russia to the north, Georgia to the north-west, Armenia and Turkey to the west, and Iran to the south.

## CAPITAL CITY

Baku is the capital and largest city of Azerbaijan with a population of around 3 million.

## POPULATION of AZERBAIJAN

10.14 million.

## LANGUAGE

Azerbaijani (official).

## GOVERNMENT

Presidential Republic.

## CLIMATE

In Azerbaijan, the climate is slightly continental, with relatively cold winters and hot summers; it is also arid in most of the low-lying areas, while it is colder and generally rainier in the mountains. The usual average temperatures in Baku and Zangilan in early October are between 15° and 20°C.

## CURRENCY

The national currency unit in Azerbaijan is the Azerbaijan Manat (AZN). The UN operational exchange rate as of 01 July 2023 is 1 US dollar = 1,7 AZN. Foreign currency may be exchanged for the Azerbaijan Manat at any bank. Cashless/bank card payments are widely accepted in Baku.



## **BANKING HOURS**

Banking hours are primarily from 9:00 a.m. to 5:00 p.m. on weekdays. Most banks are closed on public holidays and Sundays. The hotels have ATMs available in their lobby. ATMs are easily available around the hotels and across the city.

**TIME:** UTC/GMT +4 hours.

## **TELECOMMUNICATIONS AND INTERNET**

The international country code of Azerbaijan is +994. Cafes, parks and restaurants generally have a WiFi connection available.

## **MOBILE OPERATORS**

- Azercell
- Bakcell
- Nar Mobile

## **ELECTRICITY**

For Azerbaijan, there are two associated plug types, types C and F. Plug type C is the plug with two round pins and plug type F has two round pins with two earth clips on the side. Azerbaijan operates on a 220 V supply voltage and 50 Hz.



## **CONTACT INFORMATION**

Should you require any further information, please contact us by e-mail at [info@nufa.az](mailto:info@nufa.az), mobile phone number: +994 51 484 49 47 (WhatsApp enabled) or request information through the <https://nufa.az> website.