



**INFO  
LETTER**



## **PEMPAL Treasury Community of Practice (TCOP) workshop:**

### **Selected issues of Financial Management Information Systems (FMIS)**

**October 5-7, 2015**

**Location: Hotel Marriott Courtyard, Tbilisi, Georgia**

**Dear PEMPAL members,**

**on behalf of the TCOP Executive Committee, World Bank PEMPAL Team, Ministry of Finance of Georgia (State Treasury), and the PEMPAL Secretariat, we wish to express our pleasure in welcoming you to Tbilisi. We would like to make your visit as pleasant as possible!**

**Please find below information about transport, accommodation and meeting arrangements.**

**For more information about PEMPAL and TCOP activities please visit the web page:  
<http://www.pempal.org>**

**Yours,  
PEMPAL Secretariat Team**

## ABOUT GEORGIA

Georgia (Sak'art'velo), is a sovereign state in the Caucasus region of Eurasia. Located at the crossroads of Western Asia and Eastern Europe, it is bounded to the west by the Black Sea, to the north by Russia, to the south by Turkey and Armenia, and to the southeast by Azerbaijan. The country covers a territory of 69,700 km<sup>2</sup>, with a population of almost 4.7 million.

Georgia is an amazing cluster of cultures, religions, fascinating landscapes and ancient history. It is a unique place where one can find almost everything from snowy peaks to subtropical shores, from deserts to lush forests, from cities to enchanting villages. Ethnic Georgian constitutes a majority of the population.

The average annual temperature in Tbilisi, Eastern Georgia, is 12.7 °C (54.9 °F). January is the coldest month with an average temperature of 0.9 °C (33.6 °F) and July is the hottest month with an average temperature of 24.4 °C (75.9 °F).

The majority of Georgian population are Christian Orthodox; other confessional groups include Shiite and Sunni Muslims, Armenian Gregorian, Catholics, Baptists, Judaists. The Georgian Apostolic Autocephalous Orthodox Church is one of the world's most ancient Christian Churches, founded in the 1st century by the Apostle Andrew the First Called. In the first half of the 4th century Christianity was adopted as the state religion. This has provided a strong sense of national identity that has helped to preserve a national Georgian identity despite repeated periods of foreign occupation and attempted assimilation.

The official language is Georgian, one of the oldest languages in the world, also distinguished for its unique alphabet. The oldest uncontested example of Georgian writing is an *Asomtavruli* inscription from 430 AD in a church in Bethlehem.

## BRIEF INFORMATION ABOUT TBILISI

Tbilisi (t'bilisi) is the capital and the largest city in Georgia, lying on the banks of the Kura River (M'tkvari in Georgian). Founded in the 5th century by Vakhtang Gorgasali, the monarch of Georgia's precursor Kingdom of Iberia, historical Tbilisi has been home to people of diverse cultural, ethnic, and religious backgrounds.



Tbilisi has served as Georgia's capital for nearly 1500 years and represents a significant industrial, social, and cultural center of the country. Varied history is reflected in the architecture of Tbilisi, which is a mix of medieval, classical, and Soviet structures.

## USEFUL GEORGIAN WORDS & INFORMATION

Here are couple of useful words to know:

- **Gamarjoba** [ga'mar'jo'ba] – Hello
- **Madloba** [ma'dlo'ba] – Thank You
- **Tu Sheidzleba** [tu she'i'dz'le'ba] – Please
- **Nakhvamdis** [na'kh'vam'dis] – Good Bye
- **Ara** [a'ra] – No
- **Ki** [ke] - Yes

**Local Currency:** Georgian Lari (GEL)

**Exchange Rate:** 2.7 GEL/EUR; 2.4 GEL/USD

**Local time in Georgia is:** UTC/GMT + 4

## AT THE AIRPORT

According to your flight schedule PEMPAL Secretariat has arranged the car transfer for you from the Tbilisi Airport to hotel Marriott Courtyard and back. The transport costs will be covered by PEMPAL.



Upon arrival to the Tbilisi Airport please look for the taxi drivers with the PEMPAL logo in hands. They will be meeting you in the exit hall.

If, by any chance you arrive at a different time than originally planned, please contact the phone number **+995595304143** to arrange transfer to the hotel. To avoid waiting at the Tbilisi Airport an advance call is recommended in case of a delayed arrival.

The transfer will also be arranged from the hotel back to the airport. You will be informed about exact time of the departure to the airport by the staff of the PEMPAL Secretariat during the event. Please wait the taxi driver in front of the hotel for departure to the airport.

## WHERE WILL YOU SLEEP?

The PEMPAL Secretariat has made reservation for you at the **hotel Marriott Courtyard**, situated in the city center, at Freedom Square.

The hotel accommodation in a single room (with all meals included) will be paid by PEMPAL for the duration of the meeting as well as for the arrival and/or departure day. The hotel reservation is made in your name. In case of your late arrival please notify the organizers and/or hotel directly.

The costs of telephone calls, minibar and other personal expenses of the participant have to be paid by the participant on the spot. Extra overnight stays before or after the event (if permitted by visa regulations), have to be booked and paid directly by the participant.

Hotel view and contact details:



#### Hotel Marriott Courtyard

4 Freedom Square  
0105 Tbilisi  
Georgia

Phone: 995-32-277 91 00

Fax: 995-32-277 91 10

Web: <http://www.marriott.com/hotels/travel/tbscy-courtyard-tbilisi/>

## MEETING INFORMATION

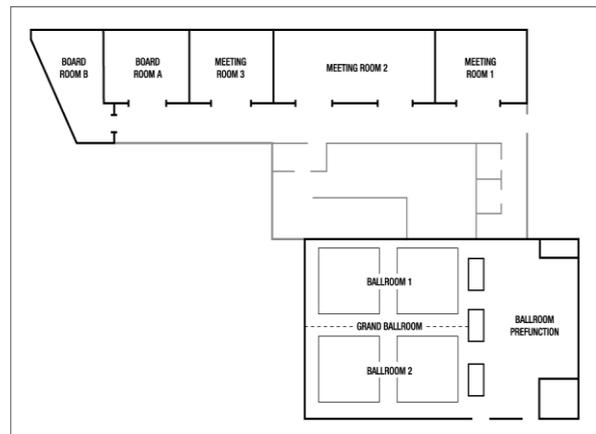
All activities will take place at the hotel Marriott Courtyard.

The members of TCOP **Executive Committee** are invited to their **meeting** which will be held on **October 4, 2015 at 14.00 in Board Room A**, located on the first floor.

You are kindly invited for a **welcome reception** that will be held in the **Ballroom pre-function area**, located on the **first floor**, on **October 4, 2015 at 19.00**

The workshop and working group meetings will be delivered according to the **Agenda** which is attached to this letter.

The workshop will take place in the **Grand Ballroom**, located on the first floor, starting on **October 5, 2015. Registration** and distribution of **materials** will start at **8.30** and take place in front of the Grand Ballroom, while the meeting will start at **9.00**.



The working groups meetings will be delivered according to the Agenda in the three premises, located on the first floor: **Grand Ballroom, Meeting Room 1** and **Meeting Room 3**.

You will receive the binder with meeting's relevant material on the first day. Please note that you will also receive a name tag which you are kindly asked to wear throughout the meeting.

## GROUP PHOTO

The group photo session is scheduled for **October 5, 2015** before the first coffee break. Through the meeting some pictures will be taken also in the conference room



and posted later on PEMPAL's website.

## WHEN YOU GET HUNGRY

### **Coffee breaks & lunches:**

During the meeting there will be coffee breaks with refreshments served in the front of the Grand Ballroom.

**All** three working **days** the **lunch** will be served at the hotel restaurant **La Brasserie** (according to Agenda), located on the ground floor.

### **Afternoons & evenings:**

On **October 5<sup>th</sup> and 6<sup>th</sup>, 2015** the dinner will be organized **at 19.00** in hotel restaurant **La Brasserie**, located on the ground floor.

On **October 7, 2015** you are kindly invited to the **excursion and dinner**, organized by the Ministry of Finance of Georgia (State Treasury) in **Kakheti region**. The bus will pick you up in front of the hotel at 3.00 pm.

Lunch and dinner will be also served in the hotel restaurant (ground floor) before and after the meeting for all participants of PEMPAL member countries, arriving early or leaving later Georgia.

Please note that any lunch or dinner arranged by self cannot be covered by PEMPAL Secretariat.

## ADDITIONAL INFORMATION

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

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**We are looking forward to welcoming you in Tbilisi!**