PRACTICAL INFORMATION FOR VISITORS OF THE OSCE ACADEMY

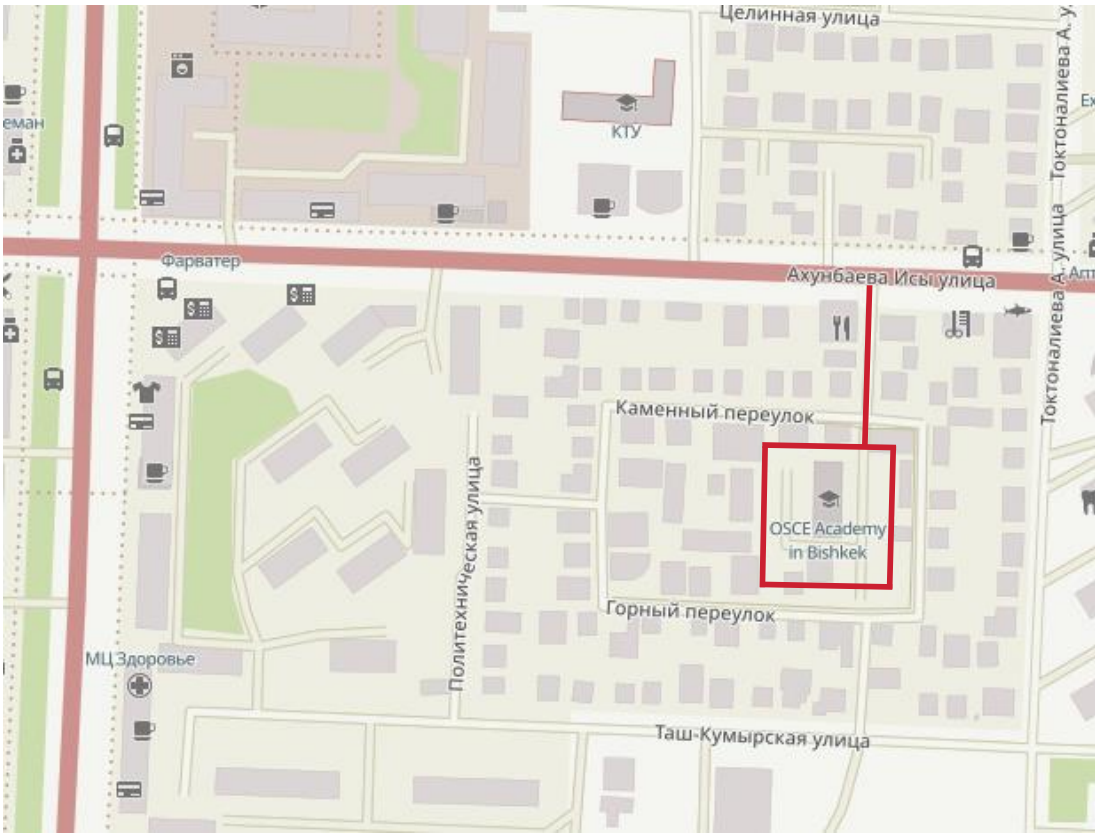
The OSCE Academy in Bishkek is a public foundation, created in 2002 as a product of partnership between the Kyrgyz Government and the Organization for Security and Cooperation in Europe (OSCE). The OSCE Academy promotes principles and values of the OSCE through post-graduate education, professional trainings and intellectual exchange. Its highly demanding MA Programmes in the fields of "Economic Governance and Development" and "Politics and Security (Central Asia)" annually enroll up to 60 young professionals from Kyrgyzstan, Kazakhstan, Uzbekistan, Turkmenistan, Tajikistan, Afghanistan and Mongolia on a competitive basis.

LOCATION OF THE OSCE ACADEMY IN BISHKEK

The OSCE Academy is located in the South–Western part of Bishkek, neighboring several universities (Kyrgyz State Technical University, Bishkek Humanities University, and Kyrgyz-Turkish Manas University). In its immediate vicinity of several restaurants and cafés, sport facilities and a variety of shops. The Academy is easy to reach via public transport with trolleybuses, buses and Marshrutki passing close by Kyrgyz State Technical University or Ata-Turk park.

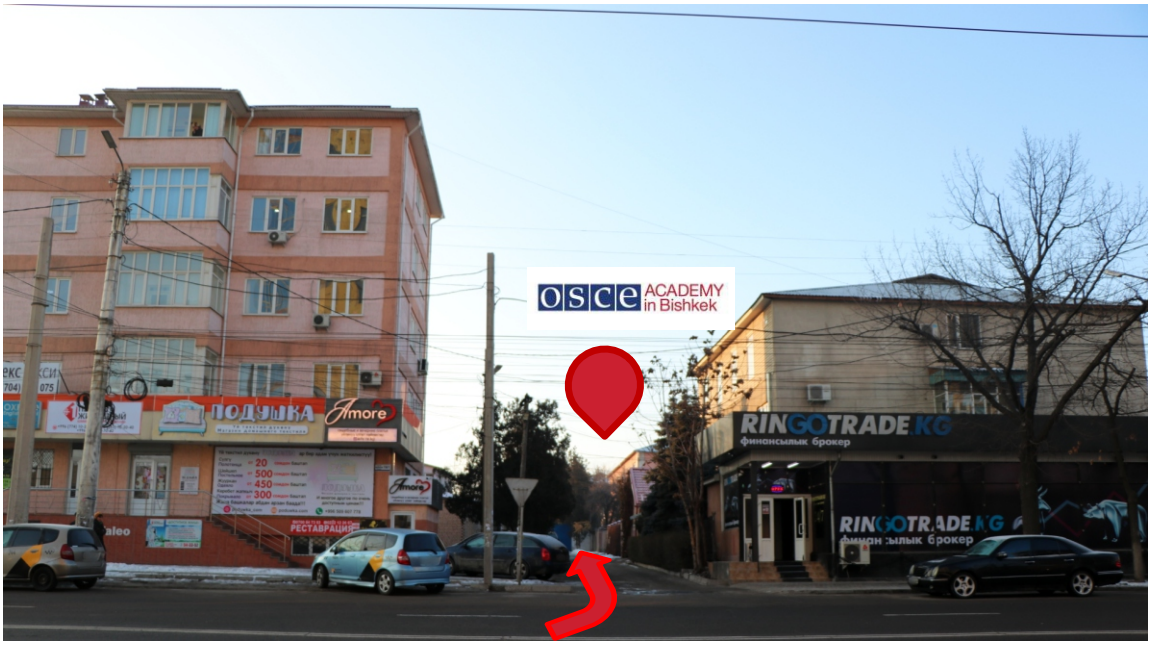
Address:

1A Botanichesky pereulok
Bishkek, 720044
Kyrgyz Republic
Tel.: +996 (312) 54-32-00, 54-12-00
Fax: +996 (312) 54-23-13
www.osce-academy.net
info@osce-academy.net



Map from: https://www.openstreetmap.org/#map=18/42.84295/74.58999&layers=H

Botanichesky pereulok is a small street, crossing Akhunbaeva Str. This crossroad is located between the intersections Ch. Aitmatov Ave./Akhunbaeva Str. and Toktonalieva Str./Akhunbaeva Str. one (see map).



The reference point for the turn to Botanicheksy pereulok is RINGOTRADE.KG (Akhunbaeva st 116a) and Amore (Akhunbaeva st 114) (see picture).

VISA AND REGISTRATION REGULATIONS AND INSTRUCTIONS

Visa

1. The Kyrgyz Republic grants different types of permission to stay inside the country depending on your citizenship. Please check here for the duration of stay allowed with or without visa for all countries: https://concept.kg/en/visa/

2. For citizens of the following countries a full visa-free regime is established: **Azerbaijan, Armenia, Bangladesh, Belarus, Georgia, Kazakhstan, Russian Federation, Tajikistan, Vietnam, Democratic People's Republic Korea (North Korea)**

Citizens of these countries still need to register upon arrival in Bishkek, so, please, see the notes regarding registration.

3. If you need a visa due to citizenship or duration of stay in the Kyrgyz Republic, you need to apply for working visa W1, W2 visa (one month/ three month)

4. You can apply for visa with the Kyrgyz Embassy serving your home country (see here list for Embassies of the Kyrgyz Republic http://kyrgyz-embassy.org.uk/home/diplomatic-missions-list/) or at "Manas" International Airport upon arrival. The OSCE Academy will provide a Reference Number for your visa application no later than three weeks before your expected arrival.

5. Once you are in Bishkek and at the OSCE Academy, your visa **will be extended through the Ministry of Foreign Affairs if you are staying in Kyrgyzstan more than three months.** The extended visa will be a **multiple entry visa.**

Registration

All visiting faculty who have Kyrgyz visa **need to be registered within 5 days.** For this purpose please approach:

Ms Gulzat Omuralieva
Finance/admin Assistant of the OSCE Academy
Room # 1a
Office Phone: +996 (312) 543200 (ext. 121)
Mobile: +996 770 788412

as soon as possible, preferably the day after your arrival. The duration of the stay allowed for you without registration is depending on your citizenship, following various agreements the Kyrgyz Republic has concluded with different states. In order to avoid any difficulties, we urge you to come to the Academy as soon as you arrive to Bishkek so that the registration can be completed in a timely manner.
Always check your visa and registration after receiving your documents. The OSCE Academy is here to assist you and support you during your stay in the Kyrgyz Republic. However, it is ultimately your responsibility to get registered on time, to maintain proper visas, and to be aware of all corresponding regulations securing your legal stay in the Republic as well as securing your timely return to your home country.

TRANSFER FROM AND TO THE AIRPORT

The OSCE Academy works with the official Airport Taxi company. Their services include:

- Meeting at the airport with the signboard with your name
- Clean and modern vehicles
- Polite drivers

The cost of their service is 600 soms (the price is lower that most of other transportation companies would offer).
You can arrange your airport pick-up before your arrival via email: airporttaxi.kg@gmail.com or Whatsapp: +996 559 000 999

HEALTH INSCURANCE

The OSCE Academy works with the "ROSSTRAKH-KYRGYZSTAN", CJSC intercargofru@yandex.com. If you would like to obtain health insurance, you can contact "ROSSTRAKH-KYRGYZSTAN", CJSC directly or address Ms. Victroia Orazova, Head of International Office: v.orazova@osce-academy.net

ATM

Bishkek is covered with a dense network of ATM machines run by a multitude of banks that are operating in the Kyrgyz Republic, among them KICB, Demir Bank, RSK Bank, Commercial bank "Kyrgyzstan", Optima Bank. Many of the ATM machines offer to withdraw soms or US dollars using credit cards, some also work with Maestro debit cards.

The OSCE Academy works with Demir Bank (http://www.demirbank.kg/en/retail/home/index). Demir Bank has a number of ATM around Bishkek that can be searched through with the following map: http://www.demirbank.kg/en/about/atm-pos/map-of-atms?region=-1&atm=2 Demir Bank's ATMs accept Visa and MasterCard.

Bishkek's major shopping malls have various bank branches and ATMs:

SHOPPING MALL	ADDRESS
GUM	92, Chuui Avenue
ASIA MALL	3, Ch. Aytmatov Avenue

SHOPPING MALL	ADDRESS
BISHKEK PARK	148 Kiyevskaya Str.
DORDOI PLAZA	115, Ibrayimova Str.

ATMs can be also found in the major hypermarket chains GLOBUS (https://globus.kg/en) and FRUNZE (http://gipermarket.kg/).

GETTING AROUND BISHKEK

We recommend you to use a registered taxi company when you want to get around in Bishkek. Companies that always work with taximeter are:

Yandex taxi: used via app in Google Play Market or Apple Store

Namba Taxi: 9797; +996 709 976 000 (you should write a text message to order a taxi to short number or call; or download app in Google Play Market or Apple Store

SMS Taxi: 1236; +996 770 071 236 (you should write a text message to order a taxi to short number or call) or download app in Google Play Market or Apple Store

Alfa Taxi: 1530; +996 312 57 99 99 , +996 700 192 987 (you should call to order a taxi)

Public Transport in Bishkek: Bishkek is covered with a dense network of different types of public transport. Minibusses (so called "marshrutka"), busses, and trolleybuses.

The buses with number 9, trolleybus with number 11 and the Marshrutka with the numbers 202, 100,101, 147, 154, 106, 104, 204, 132, 130, 200 stop close to the Academy.

You will find information on public transport and corresponding lines by visiting http://bus.kg/ (English) and https://wikiroutes.info/en/bishkek/catalog. You can indicate your departure and destination point on the map which will show you available options.

A further guide to find your way around in Bishkek and to locate stores or locations you seek, is https://2gis.kg/

ACCOMMODATION

Currently Bishkek can offer a number of options for accommodation: from hostels and guest-houses, private apartments to luxury hotels. Website www.booking.com includes most of them. Below are provided several options the OSCE Academy worked with in past years:

HOTEL	CONTACTS	
Futuro (3 star)	Address: 13 Udmurtskaya St Tel: +996 (312) 98 68 68; +996 (312) 36 60 06	E-mail: hotel@futuro.kg Web: https://futuro.kg/
Hotel Dostuk (Club Hotel) (3,4 star)	Address: Frunze Street 429B Tel.: +996 (312) 43-32-32	E-mail: micehoteldostuk@gmail.com http://www.dostukhotel.kg/
Premier Boutique Hotel (3+, 4 star)	Address: 10, Tolomush Okeev St. (Yujnaya Magistral/ Mira Ave.) Tel: +996 (312) 880-660, +996 (554) 880 660	E-mail: reception@premier-hotel.kg Web: http://premier-hotel.kg/
Golden Tulip (4 star)	Address: 37, Isanova St. Tel: +996 (312) 61–07–07;	E-mail: reception@gt.kg Web: https://www.goldentulip.com
Park Hotel (4 star)	Address: 37, Isanova St. Tel: +996 (312) 61–07–07; +996 (312) 61–09–09	E-mail: hotel@parkhotel.kg Web: https://www.parkhotel.kg
Oasis Residence (4 star)	Address: 69 Maldybaev St. Tel: +996 (312) 61–07–07; +996 (312) 61–09–09	E-mail: hotel@oasis-residence.com Web: oasis-residence.com
APARTMENT RENTAL COMPANY Kyrgyz Concept (ARC Real Estate)	Address: 42/1, Isanov St. Tel: +996 (312) 900 883 - Rapiya	E-mail: flats@concept.kg Web: https://concept.kg

TRAVEL AGENCIES AND AIRLINES REPRESENTATIONS IN BISHKEK

TRAVEL AGENCY	CONTACTS	
Kyrgyz Concept	Address: 42/1, Isanov St Tel: +996 (312) 900 883; +996 (701) 900 883	E-mail: contact@concept.kg Web: www.concept.kg
Glavtour Bishkek	Address: 93, Toktogul St. Tel: +996 (312) 663 232	E-mail: info@glavtour.kg Web: www.glavtour.kg
CAT Travel	Address: 124, Chui prospect Tel: +996 (312) 600-420, +996 (312)219-785	E-mail: cat@cat.kg Web: http://www.cat.kg/

AIRLINES REPRESENTATIONS	CONTACTS	
Aeroflot	Address: 64/1, Erkindik boulevard Tel: +996 (312) 660 111; +996 (312) 62–00–71	E-mail: arb@aeroflot.ru Web: www.aeroflot.ru
Turkish Airlines	Address: 130, Bokonbayev Tel: +996 (312) 30–16–00; +996 (312) 97–95–98	E-mail: info-kg@thy.com Web: www.turkishairlines.com
Pegasus	Address: Maldybaeva st. 75 Tel: +996 (312)56-40-40	E-mail: info@airmanas.com Web: www.flypgs.com https://www.airmanas.com/ru/index.html

OSCE ACADEMY CONTACT INFORMATION

General Contact:
Phone: +996 (312) 541200
Fax: +996 (312) 542313
E-mail: info@osce-academy.net
Web-site: www.osce-academy.net

Victoria Orazova
Head of International Office
Office phone: +996 (312) 541200 (ext. 117)
Mobile: +996 770 984 102
E-mail: v.orazova@osce-academy.net

BISHKEK HELP NUMBERS

SERVICE	CONTACTS
Police	**112**
Fire Department	**101**
Phone Directory	**109**
State Emergency	**103**

SERVICE	CONTACTS
Alam – Med (private emergency)	**+996 555 897 212**
Ovis Med (private emergency)	**+996 312 549 999**
Private Emergency 1130	**1130**
MEDI (private emergency)	**+996 312 595 627**

Please, read the Security Advisory (Annex I).

EMBASSIES IN BISHKEK

EMBASSY	CONTACTS	
Embassy of the U.S. of America in the Kyrgyz Republic	Address: 171, Mira av. Tel: +996 312 597 000; +996 312 597 527	E-mail: BishkekPAS@state.gov Web: http://kg.usembassy.gov 527
Embassy of the Federal Republic of Germany to the Kyrgyz Republic	Address: 21, Erkindik blvrd. Tel: +996 312 627100;	E-mail: info@bischkek.diplo.de Web: https://bischkek.diplo.de/
Embassy of France in Bishkek	Address: 32, Str. Orozbekova, apt 2 Tel: +996 312 979 714; +996 312 979 715	E-mail: cad.bishkek-amba@diplomatie.gouv.fr
Embassy of Russian Federation in the Kyrgyz Republic	Address: 55, Manas avenue Tel: +996 312 610 905	E-mail: rusembkg@mid.ru Web: https://kyrgyz.mid.ru
Embassy of Belarus in Kyrgyzstan	Address: 210, Moskovskaya str., Tel: (+996 312) 35-28-35/32 Fax: (+996 312) 35-34-33	E-mail: kyrgyzstan@mfa.gov.by Web: www.kyrgyzstan.mfa.gov.by
Embassy of Switzerland in the Kyrgyz Republic	Address: 21, Erkindik blvrd., 21, 11th floor; Tel: +996 312 261 000	E-mail: bik.vertretung@eda.admin.ch Web: https://www.eda.admin.ch/bishkek
British Embassy in the Kyrgyz Republic	Address: 21, Erkindik Boulevard, Office 404 Tel: +996 312 303 637	E-mail: ukin.kyrgyzrepublic@fco.gov.uk Web: https://www.gov.uk/world/organisations/british-embassy-bishkek
Embassy of Japan in the Kyrgyz Republic	Address: 16, Razzakova str. Tel: +996 312 300 050	Web: https://www.kg.emb-japan.go.jp
Embassy of Afghanistan in the Kyrgyz Republic	Address: 3/3 A Baitik Baatyr Tel: +996 312 881 174; +996 (704) 446666	E-mail: af_embassybishkek@yahoo.com
Embassy of the Republic Kazakhstan in the Kyrgyz Republic	Address: 95 A, Mira Avenue Tel: +996 312 565 401	E-mail: bishkek@mfa.kz Web: http://mfa.gov.kz/ru/bishkek
Embassy of the Tajikistan in the Kyrgyz Republic	Address: 36, Kara-Darinskaya St Tel: +996 312 511 637	E-mail: tjemb.kg@mfa.tj Web: http://www.tajikemb.kg/
Embassy of Turkmenistan in the Kyrgyz Republic	Address: 9, Baitik-Baatir str. Tel: +996 312 881 232	E-mail: kygyzstanmfa@online.tm Web: http://kyrgyzstan.tmembassy.gov.tm
Embassy of the Republic of Uzbekistan in the Kyrgyz Republic	Address: 177, Ch. Aitmatov (Oxford school) Tel: +996 312 986 295	E-mail: uzbembish@elcat.kg Web: http://www.uzbekistan.kg

SECURITY ADVISORY (Annex I)

Dear Colleague,

Welcome to Kyrgyzstan and to the OSCE Academy in Bishkek!

Please, take a minute and read the following safety measures to ensure the security of your stay in Bishkek.

1) **Robbery** is the most common crime in Bishkek and foreigners are the most likely targets. Do not give anybody your mobile to make a phone call, irrespective of gender!

2) **Pickpocketing** is also a common crime in Kyrgyzstan. It usually happens in public places and in public transportation (Minibuses, so-called "Marshrutka", Buses, and Trolleybuses), department stores (at the ZUM, "Globus") and local markets (Osh Bazar, Alamedin Bazar, Orto-Sai Bazar, Dordoi Bazar).

3) **Always carry copy of your passport and visa/registration** (where write all necessary emergency phones) in case you are stopped by the police and asked for your ID. If a police officer asks you to go with him/her to the police station, **immediately call for assistance the OSCE Academy Security on Duty 0770 43 36 59 or Mr. Mirlan Akhmetov, OSCE Academy Senior Security guard 0770 707957 or Ms. Indira Satarkulova, Deputy Director 0775 97 47 08.** You have right to ask Service ID (the so-called Udostoverenie) of the police officer and remember the name and department. Remain in an area with many people where you can draw public attention.

4) **Keep your passport and money in a safe place. Do not carry your passport with you unless needed**. Do not leave bags, notebooks, cameras and other valuable things in the vehicle.

5) **Be aware when crossing the roads!** Local drivers sometime do not let pedestrians pass first.

6) In the evening and night use a taxi and **DO NOT walk alone.** Phone numbers of some of the recommended city's taxi: **"SMS Taxi" phone: 1236 or 0312 465 633; "Namba-Taxi (ask only for service "Comfort Reno-Logan" price: 70 + 15 KGS per km)" phones: 0312 976 000; 0771 976 001; 0559 976 000; "Express Taxi": 156; 154; 152; 474747; "Manas Taxi": 0312 693000 (only to and from Airport "Manas"). The taxi driver provides the payment bill if asked.**

7) In case of public disturbances, a natural disaster or any other situation that endangers your security and safety, please, call the OSCE Academy Security on Duty.
If you have any medical problem or medical need, please call 151, 136, 1130 or 103/112 (Russian langue only). English speakers please call Ms. Victoria Orazova, Alumni Affairs and Communications Coordinator. The London-Bishkek Medical Centre, (only for Endocrinologist, a gynaecologist, psychotherapist, ultrasound check – (0312) 891403 (interpreter available), or Medical Clinic "Medi" on 5/3 Suerkulova street (in front of School № 62); +996 (312) 595627, 595628, 136; www.medi.kg

8) Natural Disasters. According to the Ministry of Emergency Situations, Kyrgyzstan is located in a seismic active zone. Acquiring some knowledge and following simple precautions can help us to survive and stay safe when the earthquake hits.

9) **During an Earthquake:**
Most important thing during the earthquake is to STAY CALM and NOT TO PANIC!
Three basic steps (indoors):

1 – **Drop** to the ground;

2 – Take **cover** by getting under a solid – strong object (desk or table);

3 – **Hold on** to it until the shaking stops.

Protect your head, neck, and face. Stay under cover about to 60 seconds after the stop shaking and debris settles.

Do not try to run to another room, just to get under some solid object or if not possible then stand against an interior wall – a wall near the centre of the building. Stay away of exterior walls, windows, heavy furniture, and appliances! The kitchen, elevator, and stairs are dangerous places in particular. If you're in an office building, stay away from windows and outside walls. Arrange your work area for safety. Make sure that bookcases, large file cabinets or other items are not blocking your exit doors. Store heavy objects on low shelves! Store breakable objects in cabinets. Know your exit way to leave the building safely after an earthquake.

If you are outdoors, try to move to a clear area, avoid power lines, trees, buildings, and other hazards or anything else that could fall on you.

If you're driving a car, pull over to the side of the road, and stop a vehicle, use hand break. Never try to overpass other vehicles, or drive through the bridge, or be a next to the power lines, and other hazards. Stay inside the vehicle until the shaking is over.

According to the findings most of the injuries and deaths caused by earthquakes are more likely to be happening by falling or flying objects (TVs, lamps, glass, bookcases, etc.) than to die in a collapsed building. Therefore, "**Drop, Cover, and Hold On**" offers the best overall level of protection in most situations.

After an Earthquake:

Check yourself and other for injuries. Do not move injured people unless they are in danger. Expect aftershocks. Be ready to act without electricity or lights. Know how to move around your office / apartment / home area and how to exit in the dark. Be aware of objects that have shifted during the quake, use extreme caution while leaving building. Continually assess your surroundings and be on the lookout for falling debris and other hazards. Do not re-enter damaged buildings until an all-clear is given.

10) List of useful phone numbers: (Kyrgyz prefix is +996, Bishkek prefix is +312, Osh Prefix is +322, Batken prefix is +3622)

CLUBBING & EVENING ENTERTAINMENTS

The OSCE Academy Management kindly reminds you regarding the rules and regulations pertaining personal safety and security. It should be always remembered that security is the responsibility of each staff member, both toward themselves as well as towards the Academy and colleagues. All staff members shall conduct themselves at all times in a manner befitting the status of a high educational organization and, therefore, shall not behave in a way which may put them into danger of all kind.

Please also keep in mind that in areas where Academy staff is stationed the vast majority of clubs and restaurants are legitimate businesses that offer good value and service. However, there are clubs and other entertainment areas about which there have been received complaints from staff members for engaging in unethical practices. There have been incidents, although rare, where staff members, unknowingly have been involved in unpleasant situations of various kinds.

Please use caution in all entertainment and nightlife areas and please follow these simple tips:

- If you are going out to have fun in bars or nightclubs, take cash, and only as much cash as you are willing to spend;
- Don't go clubbing alone! Take a friend/friends and stay together;
- Don't accept an invitation for a free drink. It might be that touts have used offers of free drinks as an enticement;
- Keep an eye on your drink;
- Keep in mind that criminals consider single or intoxicated persons as easy victims;
- There are people visiting night clubs with the only intention to fight with someone;
- You might become an object of preliminary prepared scenario, involving paid girls, taxi drivers, drug dealers or fake Law Enforcement personnel;
- Obey the law;
- Be vigilant and maintain a low profile (be judicious sharing where you work).
- Always be alert and aware of surroundings;
- Use common sense;
- It you feel danger depart the area immediately;
- Avoid using a private taxi cab in front of the night club. Try to use the service of well-known taxi companies instead;
- Never drink and drive;
- If you are not going to drink and you are driving vehicle, be sure that you park it in a safe and well lighted place.
- Call OSCE Academy Security on Duty as appropriate.

All staff are reminded to consider this information when deciding to visit following establishments:
In Bishkek:

1. "Antalia" – 105 Ibraimova (Victory square)
2. "Nil" – intersection of Jibek-Jolu and Shopokova street
3. "Golden Bull" – 209, Chuy avenue (cinema Rossiya)
4. "Coyote Ugly" "Pub Daddy" "Койот" – 17 Togolok Moldo (Sport Palace)
5. "Шансон" – 120 Gogol (intersection to Jibek-Jolu)
6. "40x40" – 3/3 Suhe-Batora (6 Micro district)
7. "Bar Bar" former "Barsuk" – 122 Tynystanova (intersection Chuy)
8. "Metro Pub" – 168 A Chuy (intersection Turusbekova)
9. "Гараж 312" – 1/11 Vinogradnaya, (Gorkogo)
10. "Pride" - 28 A Manas (Tokotugula)

Rescue service (Universal for Police, Ambulance, Fire brigade, Gas leakage): 112
Fire brigade – 101;
Police – 102;
Ambulance – 103;
Your kind cooperation in this regard would be highly appreciated.

Have a safe and secure stay in Kyrgyzstan!