

Awareness Forum on Prevention of Air Pollution in Asia Pacific

25-27 June 2019, at UN Conference Centre, Bangkok, Thailand

INFORMATION NOTE FOR MEETING PARTICIPANTS

Venue

The Awareness Forum on Prevention of Air Pollution in Asia Pacific is scheduled to be held from 25 to 27 June 2019 at the United Nations Conference Centre (UNCC) in Bangkok.

The opening of the session will take place at 0900 hours on Tuesday, 25 June 2019, in Conference Room 4, UNCC. All subsequent meetings will also be held from 1000 hours to 1330 hours and 1330 hours to 1700 hours.

Registration

The participants are requested to obtain meeting badges at the registration counter located on the ground floor of UNCC. Please bring official identification i.e. passport, national I.D. card and provide them to the Secretariat staff at the registration counter.

Participants are encouraged to submit their photo in advance, which will speed up the registration process.

For identification and security reasons, all participants are requested to wear their meeting badges at all times during meetings, social functions and in the United Nations complex. The loss of a meeting badge should be immediately communicated to the Conference Management Unit located on the ground floor of UNCC, so that a new one can be issued.

Visa requirements

Visa requirements Participants are REQUIRED to obtain an appropriate entry visa from the Royal Thai Embassy or the Royal Thai Consulate before entering to Thailand, EXCEPT for those nationals entitled for visa exemption and visa on arrival listed below.

UN Environment is not responsible for the accuracy or completeness of the information and for any questions. Please contact the Ministry of Foreign Affairs of Thailand.

A. Visa exemption for a maximum of 14 days		
1. Cambodia	2. Myanmar (International Airports only)	
B. Visa exemption for a maximum of 30 days		
1. Australia	18. Ireland	35. Poland
2. Austria	19. Israel	36. Portugal
3. Bahrain	20. Italy	37. Qatar
4. Belgium	21. Japan	38. Russian Federation
5. Brunei Darussalam	22. Kuwait	39. Singapore
6. Canada	23. Laos	40. Slovak Republic
7. Czech Republic	24. Liechtenstein	41. Slovenia
8. Denmark	25. Luxembourg	42. South Africa
9. Estonia	26. Macao, China	43. Spain
10. Finland	27. Malaysia	44. Sweden
11. France	28. Monaco	45. Switzerland
12. Germany	29. Mongolia	46. Turkey
13. Greece	30. Netherlands	47. United Arab Emirates
14. Hong Kong, China	31. New Zealand	48. United Kingdom
15. Hungary	32. Norway	49. United States of America
16. Iceland	33. Oman	50. Vietnam
17. Indonesia	34. Philippines	

C. Visa exemption for a maximum of 90 days		
1. Argentina	3. Chile	5. Republic of Korea
2. Brazil	4. Peru	
Diplomatic / Official Passport		
A. Visa exemption for a maximum of 30 days		
1. Cambodia	8. Macao, China	
2. Brunei Darussalam	9. Mongolia	
3. China	10. Myanmar	
4. Ecuador	11. Oman	
5. Hong Kong, China	12. Pakistan (Diplomatic Passport only)	
6. Indonesia	13. Singapore	
7. Laos	14. Vietnam	
B. Visa exemption for a maximum of 90 days		
1. Albania	16. Hungary	31. Peru
2. Argentina	17. India	32. Philippines
3. Austria	18. Israel	33. Poland
4. Belarus	19. Italy	34. Romania
5. Belgium	20. Japan	35. Russian Federation
6. Bhutan	21. Republic of Korea	36. Slovak Republic
7. Brazil	22. Liechtenstein	37. South Africa
8. Chile	23. Luxembourg	38. Spain (Diplomatic Passport only)
9. Colombia	24. Malaysia	39. Sri Lanka
10. Costa Rica	25. Mexico	40. Switzerland
11. Croatia	26. Montenegro	41. Tajikistan
12. Czech Republic	27. Morocco	42. Tunisia
13. Estonia (Diplomatic Passport only)	28. Netherlands	43. Turkey
14. France (Diplomatic Passport only)	29. Nepal	44. Ukraine
15. Germany	30. Panama	45. Uruguay
Visa on arrival (for a maximum of 15 days)		
1. Andorra	11. Lithuania	21. Uzbekistan
2. Bulgaria	12. Maldives	
3. Bhutan	13. Malta	
4. China	14. Mauritius	
5. Cyprus	15. Papua New Guinea	
6. Ethiopia	16. Romania	
7. Fiji	17. San Marino	
8. India	18. Saudi Arabia	
9. Kazakhstan	19. Taiwan	
10. Latvia	20. Ukraine	

To apply for an appropriate entry visa to Thailand, participants are required to contact the respective Royal Thai Embassy/Consulate-General for accurate information regarding visa application procedures and required documents. The list of Royal Thai Embassy/Consulate-General can be found at www.thaiembassy.org

Participants who may wish to apply for a visa outside their country of residence or reside in a country where there is no Royal Thai Embassy/Royal Thai Consulate should check with the meeting organizer for the location where it is possible for them to apply for Thai visa. Please note that certain nationalities, for security reasons, are not allowed to apply for a visa except at the Royal Thai Embassy/Consulate-General which has the jurisdiction over the concerned territory.

Participants who may need further assistance from UN Environment on their visa application should contact the meeting organizer for necessary actions.

Participants who wish to apply for a visa on arrival at Suvarnabhumi International Airport (valid for 21 nationalities listed in the above table) should follow the below requirements:

- a) The applicant must possess a passport with the validity of at least six months and must be in possession of a valid return ticket with date of departure within 15 days of the date of entry;
- b) The applicant must fill out an application form, which is available at the Visa-on-Arrival counter at Suvarnabhumi International Airport, supply one recent passport-sized photograph and a fee of Baht 2,000.

All participants are advised to consult with the Royal Thai Embassy/Consulate in their respective countries regarding the latest applicable immigration requirements prior to their departure to Thailand.

Daily subsistence allowance (only if applicable UN Environment supported participants)

Participants whose travel is sponsored by the Secretariat will be provided with a daily subsistence allowance at prevailing United Nations rates in cash at the meeting venue. In order to facilitate the payment of subsistence allowance, eligible participants are requested to submit their passport, boarding pass, the arrival/departure form together with their air tickets to the secretariat staff at the meeting venue.

Sponsored participants who are unable to stay for the entire duration of the consultations are requested to inform the interim secretariat as soon as possible after their arrival, so that their subsistence allowance can be adjusted accordingly.

Financial & Administrative arrangements (only applicable to UN Environment supported participants)

In those cases where the participation costs are borne by the Secretariat, we will provide only travel and DSA as expressed and will not assume responsibility for any other expenditure, including the following:

- All expenses in the home country incidental to travel abroad, including expenditure for visa, medical examination, inoculations and other such miscellaneous items and internal travel to and from the airport of arrival and departure in the home country;
- Salary and related allowances for the participants during the period of the meeting;
- Costs incurred by participants in respect of travel insurance, accident insurance, medical bills or hospitalization fees in connection with attending the meeting;
- Compensation in the event of death or disability of participants in connection with attending the meeting;
- Any loss of or damage to personal property of participants while attending the meeting or losses or damages claimed by third parties as a result of any negligence on the part of the participants;
- Any other expenses of a personal nature not directly related to the purpose of the meeting.

Transportation from and to airport

Participants should make their own transportation arrangements from Suvarnabhumi Airport to their respective hotels and to the meeting venue. Limousine, metered-taxi and bus services are readily available at the airport. Detailed information about Suvarnabhumi Airport can be found at <http://www.airportsuvarnabhumi.com>.

To avail themselves of the airport limousine service, **it is strongly recommended that participants contact only the authorized officials at the counters located in the airport arrival zone.** These officials will issue a ticket for the assignment of a limousine for transporting passengers to the desired destination, upon request. The airport limousine service counters are located on the second floor at Baggage Claim and Arrival Hall exits, channels A, B and C. For public taxi, participants are advised to proceed to the first floor of the Passenger Terminal, between exit doors 4 and 7, outdoor area, where

they will find automatic dispensing machines from which they can collect a queuing ticket for a public taxi. In addition to toll fees, there is a 50 Baht surcharge to be added to the meter charge from airport to the city.

Alternatively, participant may consider to take Bangkok Airport Train - Airport Link to downtown bangkok. There are two types of train, Airport Express and multi-stops City Line. The Airport Link is fast and convenient, and the City Line train can be crowded during peak hours. For either train, tickets need to be purchased before boarding the train. Train platform is located on the Basement (B1 floor). The Airport Express costs around 90 Baht, and takes less than 20 minutes to reach the final destination of Phayathai Station. Participants can then take a taxi to their respective hotels. The slower “City Line” train costs around 45 Baht and leaves every 15 minutes. Participants can disembark at Phayathai Station then take a taxi to their respective hotels.

Transport to attend meetings

Participants should make their own transport arrangements to and from UNCC. Metered-taxis are readily available in the city. Some hotels close to the United Nations building provide complimentary transport, according to fixed schedules, to and from UNCC.

Accommodation

The following hotels, located relatively close to ESCAP, have been designated as recommended hotels for which the room rates indicated below are inclusive of service charge and value added tax:

Name and address	Distance to UNCC (km)	Room type	Daily room rates (Baht)	
			Single	Double
Nanda Heritage Hotel ***** 632 Wisut Kasat Road, Pranakorn, Bangkok, 10200 Tel: +662-282-2900 Fax: +662 282 2904 E-mail: info@nandaheritage.com Website: http://www.nandaheritage.com/ Contact person: Mr. Kongpang Ounsri	0.55 km	Superior Twin /Double	2,000 ^{a/c}	2,000 ^{a/c}
The Raweekanlaya Bangkok Wellness Cuisine Resort ***** 164-, 172 Krung Kasem Rd, Bang Khun Phrom, Phra Nakhon, Bangkok 10200 Tel: +662-628-5999 E-mail: rsvn@raweekanlaya.com Website: http://www.raweekanlaya.com/ Contact Person: Mr. Chutchawas Prateepmanowong	0.6 km	Deluxe Room	2,200 ^{a/c}	2,200 ^{a/c}
Hotel De Moc *** 78 Prajatipatai Road, Pranakorn, Bangkok 10200 Thailand Tel: +662-629-2100-4 Fax: +662-280-1299 E-mail: rsvn@buddyhotelsresorts.com , hoteldemoc@buddyhotelsresorts.com , rdm@buddyhotelsresorts.com Website: http://www.hoteldemoc.com/ Contact person: Mr. Sonthi Saiklai	0.8 km	Standard Superior	1,500 ^{a/c/d} 1,700 ^{a/c/d}	1,500 ^{a/c/d} 1,700 ^{a/c/d}

Royal Princess Larn Luang Hotel **** 269 Larnluang Road Bangkok Tel: +66.2.2813088 Fax: +66.2.2801314 E-mail: benjarat@royalprincesslarnluang.com Website: http://www.royalprincesslarnluang.com Contact person: Ms. Benjarat Rusakul	1.2 km	Superior Deluxe	2,800 ^{a/b/c} 3,400 ^{a/b/c}	3,000 ^{a/b/c} 3,600 ^{a/b/c}
The Sukosol ***** 477 Si Ayuthaya Road, Phayathai Bangkok Tel: +66.2.2470123 Fax: +66.2.2470165 E-mail: ratchanikrit@sukosolhotels.com Website: http://www.sukosolhotels.com Contact person: Ms. Ratchaneekrit Khankath	3.6 km	Superior	2,900 ^{a/c}	3,100 ^{a/c}

- a. Inclusive of daily American breakfast, service charge and government tax.
 b. Round-trip complimentary transport services provided by Royal Princess Larn Luang Hotel according to fixed schedules, from the hotel to UNCC in the morning and back to the hotel in the evening.
 c. Free Internet Access, Wifi
 d. One-way transportation complimentary from Hotel De Moc – UNCC in the morning.

Payment of hotel accounts: Before departure from Bangkok, participants should settle directly with the hotel all accounts, including room charges and other expenses, such as for local and long-distance telephone calls, internet use, business centre use, laundry, room and hotel transportation services, mini-bar items, as well as restaurant and bar services. Participants are also responsible for any charges incurred with respect to rooms remaining vacant owing to late arrival or rescheduled departure for which inadequate prior notice is given.

Catering services

Catering services are available at the following locations:

- Rajapruek Lounge, which serves light meals and beverages, located on the ground floor of UNCC, is open from 0700 to 1700 hours on Monday through Thursday and from 0700 to 2000 hours on Friday.
- Cafeteria, which serves Thai and international lunch, located on level 1 of UNCC, is open from 1100 to 1400 hours for lunch on Monday through Friday.
- Coffee Corner, which serves sandwiches, pastries, coffee, tea and soft drinks, is located on level 1 of UNCC, is open from 0700 to 1700 hours on Monday through Friday.
- Canteen, which serves Thai lunch, located on the ground floor of the Service Building, is open from 0700 to 1300 hours on Monday through Friday.

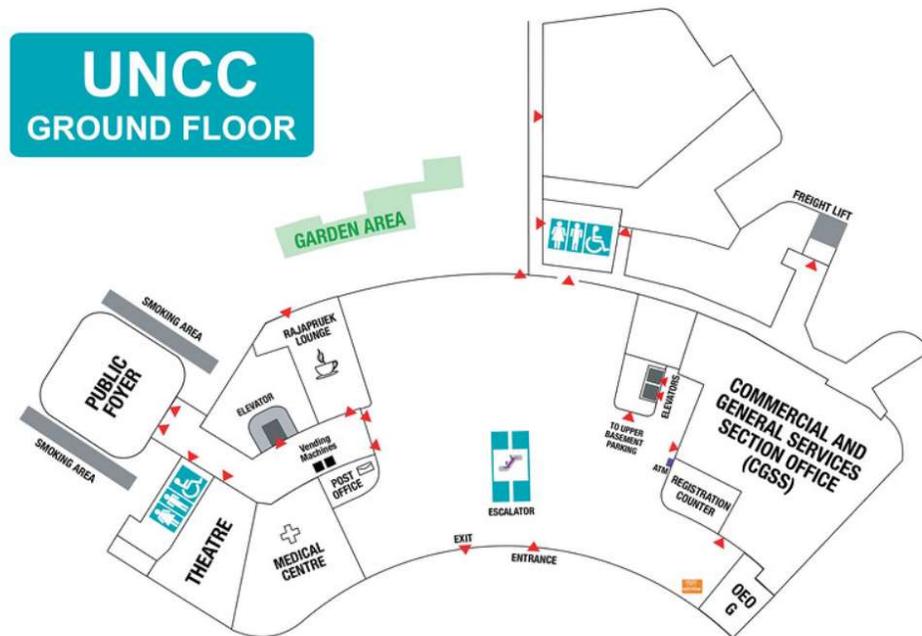
Commencing 1 October 2018, the single-use cups are no longer available within the UN compound in Bangkok. A deposit of 100 Baht fee will apply on top of the cost of drink, which will be returned once the cup is brought back. Participants could also bring their own reusable cup to buy a drink and get a stamp. After 9 stamps, a free drink will be offered. In case lunch boxes are offered by meeting/conference organizers to participants, all these boxes need to be returned to the caterer immediately after the meal. If not, meeting/conference organizers will be charged for any losses.

Banking facilities

Banking services are available at the United Nations Branch of Siam Commercial Bank, located on the first floor of the Service Building, from 0830 to 1530 hours, Monday through Friday. The Bank can be contacted at extension 2168.

Floor plans

The UNCC floor plans are available on the UNCC website <https://www.unescap.org/uncc/floor-plans>



Health and vaccination

Upon arrival at the port of entry in Thailand, participants who are nationals of or have travelled from/through countries listed below, which have been declared Yellow Fever infected areas must provide an International Health Certificate proving that they have received a valid Yellow Fever vaccination at the Health Control Office upon arrival before proceeding to immigration. A valid vaccination certificate means that the vaccine was administered at least 10 days prior to travel to the affected country. The International Health Certificate must also be submitted together with the visa application form.

The countries/areas listed below have been declared yellow fever infected areas:

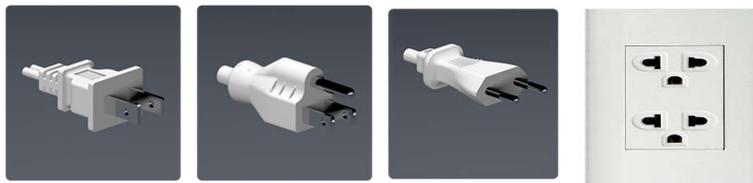
- | | |
|----------------------------------|-------------------------|
| 1. Angola | 24. Guyana |
| 2. Argentina | 25. Kenya |
| 3. Bolivia | 26. Liberia |
| 4. Brazil | 27. Mali |
| 5. Benin | 28. Mauritania |
| 6. Burkina Faso | 29. Niger |
| 7. Burundi | 30. Nigeria |
| 8. Cameroon | 31. Panama |
| 9. Central African Republic | 32. Paraguay |
| 10. Chad | 33. Peru |
| 11. Colombia | 34. Rwanda |
| 12. Republic of Congo | 35. Sao Tome & Principe |
| 13. Cote d'Ivoire | 36. Senegal |
| 14. Democratic Republic of Congo | 37. Sierra Leone |
| 15. Ecuador | 38. Somalia |
| 16. Equatorial Guinea | 39. Sudan |

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|-------------------|-----------------------|
| 17. Ethiopia | 40. Suriname |
| 18. French Guiana | 41. Tanzania |
| 19. Gabon | 42. Togo |
| 20. Gambia | 43. Trinidad & Tobago |
| 21. Ghana | 44. Uganda |
| 22. Guinea | 45. Venezuela |
| 23. Guinea-Bissau | |

Delegates are strongly encouraged to subscribe to a travel or health insurance which is valid in the Kingdom of Thailand, in order to cover any medical bills or hospitalization fees.

Electric Plug and Socket

The electric power in Thailand is 220V running at 50Hz and the plug types used are either type A, type B, or type C*. A hybrid socket is almost universally found which accepts a combination of the above plug types. Delegates are strongly encouraged to carry their own adapters for use with laptops and other electrical appliances as the Secretariat will not be able to provide these. In case of need, adapters can be purchased from shops in the city dealing in electronic and electrical items.



Type A

Type B

Type C

Hybrid Socket

Internet services

Free wireless internet access is available in all conference and meeting rooms and in the public areas of UNCC. No password is required.

Disclaimer

UN Environment disclaims all responsibility for medical, accident and travel insurance, for compensation for death or disability, for loss of or damage to personal property and for any other loss that may be incurred during travel time or the period of participation. In this context, it is strongly recommended that participants secure prior to departure insurance for the period of participation.

Lost and Found

A Lost and Found desk is located on the ground floor of UNCC.

Prayer and meditation rooms

Prayer and meditation rooms are located on the second floor of UNCC.

Safety and Security

Contact numbers UN Security Security Control Centre: +66.2.2881102, +66.2.2881113

UN Security Emergency Number: +66.2.2881100 Mobile +66.81.8078471

Thailand Emergency Numbers Police general emergency call: 191

Ambulance and rescue: 1554 Fire: 199 Tourism Police: 1155

Secretariat contact persons:

Ms. Sirinart Suanyam

Tel: +66-2-288-2025

Mobile: +66-84-457-5669

Email: suanyam@un.org; eanetsecretariat@un.org

Ms. Charina May Lepiten

Tel: +66-2-524-5365

Mobile: +66-81-908-2625

Email: pinky@rrcap.ait.asia