



CBD



Convention on Biological Diversity

Distr.
GENERAL






8 June 2016

ENGLISH ONLY

**CAPACITY-BUILDING WORKSHOP FOR SELECTED SUBREGIONS
OF ASIA ON THE RESTORATION OF FORESTS AND OTHER
ECOSYSTEMS TO SUPPORT THE ACHIEVEMENT OF THE
AICHI BIODIVERSITY TARGETS**
Bangkok, Thailand, 27 June to 1 July 2016

INFORMATION NOTE FOR PARTICIPANTS

QUICK LINKS (Control + click on icons for web page, click on page number to directly access text in document)

 Visa Information (page 3)
 Documents (page 2)
 Hotel Information (pages 4, Error! Bookmark not defined.)
 Weather Information (page 4)
 Currency Information (page 5)

INFORMATION HIGHLIGHTS

1.	OPENING OF THE MEETING	2
2.	VENUE	2
3.	WORKING LANGUAGE OF THE MEETING	2
4.	DOCUMENTS	2
5.	GENERAL INFORMATION ON ACCESS TO BANGKOK, THAILAND	2
6.	VISA INFORMATION	3
7.	HEALTH INFORMATION.....	3
8.	HOTEL INFORMATION	4
	ANNEX A - HOTEL LIST	
 ERROR! BOOKMARK NOT DEFINED.	
11.	WEATHER AND TIME ZONE INFORMATION.....	4
13.	CURRENCY	5

1. Opening of the meeting

The Capacity-building workshop for selected sub regions of Asia on the restoration of forests and other ecosystems to support the achievement of the Aichi Biodiversity Targets will be held in Bangkok, Thailand from Monday, 27 June to Friday, 1 July 2016.

The meeting will start at 9 a.m. on Monday, 27 June 2016 and registration will take place at 8 a.m. at the entry into ESCAP. As it will take some extra time to enter the venue (see details below), so you are kindly requested to arrive at 8 a.m. on Monday 27th.

2. Venue

The meeting will be held at:

United Nations Economic and Social Commission for Asia and the Pacific (ESCAP)
THE UNITED NATIONS CONFERENCE CENTRE (UNCC)

Meeting Room F

UNESCAP, Rajdamnern Nok Avenue

Bangkok 10200, Thailand

Tel: +(66) 0 2288 1899

Fax: +(66) 0 2280 3829

Web site: www.unescap.org

Access to the UNCC: Access the UNCC premises from the ESCAP main entrance and approach to UNCC Registration Counter on the ground floor of the UNCC. You will be requested to present **formal identification (ID card or National Passport/UNLP)** in order to issue the meeting photo-badge. To complete this process in advance, please send us as soon as possible, a head shot of yourself with your last name as file name.

3. Working language of the meeting

The workshop will be held in English.

4. Documents

Participants are kindly reminded to bring their own copies of the documents for the workshop as there will be no extra copies made available on site during the workshop. Documents will be available on the Secretariat's web site at:



<https://www.cbd.int/doc/?meeting=ECRWS-2016-02>

5. General information on access to Bangkok, Thailand

Bangkok is serviced by the Suvarnabhumi Airport - New Bangkok International Airport (BKK) (the airport is about 25 km outside of the city centre of Bangkok).

We recommend that you take a taxi from the airport directly to your hotel. Please take the taxi from the passenger building, first floor only, and pay by the meter. The fee will be around

THB 300 (toll fee excluded). The fare will be charged according to the distance plus a fee of THB 50 for the driver.

6. **Visa information**



Participants requiring a visa for Thailand and are strongly advised to contact the nearest Thailand diplomatic or consular mission **as soon as possible** in order to secure the required entry visa in a timely manner, prior to departure. A list of countries that may receive a visa upon arrival in Thailand can be found on the web site of the Ministry of Foreign Affairs of the Kingdom of Thailand, including visa procedures at following link: <http://www.mfa.go.th/main/en/services/123>.

A list of relevant Thai diplomatic/consular missions abroad, is available on the following web site at: <http://www.thaiembassy.org/main/>

Thailand requires that your passport be valid for 6 months following the date of your arrival in Thailand. Even if you do not require visa to enter Thailand, you are advised to bring the invitation letter with you.

Except for ASEAN Members, all foreign visitors entering Thailand must be in possession of a valid visa. Visa on arrival is applicable for certain countries. If you plan to apply for visa on arrival, kindly check the official web site of the Royal Embassy of Thailand of your country and see if your country is listed under the countries eligible for visa on arrival. Visa on arrival is available in the Immigration Section of the Suvarnabhumi Airport (Bangkok). Please make sure that you have two passport photos and the required documents as listed by the Royal Thai Embassy. The visa fee on arrival is THB 1,900 which is equivalent to US \$64 approximately. However, kindly note that the rate can change without prior notice.

To facilitate the issuance of visas, the Secretariat will issue invitation letters to be attached to the visa applications when requested.

7. **Health Information**

A yellow fever vaccination certificate is required from travellers arriving from or through countries with risk of yellow fever transmission. Details are provided on the web site of the Ministry of Foreign of Thailand's webs site (as shown above). For more information, please consult a medical professional with regard to the vaccination requirements for your travel.

8. **Field Trip**

A field trip is planned for Wednesday, 29 June 2016, kindly bring comfortable clothing and shoes. Also, please bring appropriate insect repellent for the field trip if desired.

9. Hotel information



Participants are requested to make their own hotel reservations. Participants are strongly encouraged to make their hotel reservation at the:

Royal Princess Larn Luang Hotel (4 stars)

269 Larnluang Road

Bangkok

Tel: +(662) 281-3088

Fax: +(662) 280-1314

E-mail: benjarat@royalprincesslarnluang.com

Web site: www.royalprincesslarnluang.com

Contact person: Ms. Benjarat Rusakul

Driving distance to UNCC: 5-10 minutes.

We are negotiating a block booking at 2800 bhat for superior room in collaboration with FAO. Please mention the meeting name when making a reservation.

Information on Bangkok may be found on the web site of the Tourism Authority of Thailand at the following link: <http://www.tourismthailand.org/>

10. Payment of the Daily Subsistence Allowance (DSA)

Lunches and coffee breaks are included as part of the conference package. Sponsored participants will receive International Master Cards with full DSA on the first day of the workshop; participants are asked to arrange and pay for their own accommodation. In order to facilitate the payment of subsistence allowance, sponsored participants are requested to bring with them to the first day of the workshop: original boarding passes of all in-coming flights, air ticket, and copy of the passport with the immigration stamp to the Secretariat staff. The DSA will be distributed over the first day, at coffee breaks and over lunch.

Any participants whose flight was delayed or who are unable to stay for the duration of the meeting are requested to inform the Secretariat staff as soon as possible after arrival, so that the subsistence allowance can be adjusted accordingly.

11. Official language in Thailand



The official language in the Thailand is Thai. English is spoken in hotels and restaurants.

12. Weather and time zone information

In June, temperatures in Bangkok usually range between a maximum of 33°C in the daytime and a minimum of 25°C at night. Current weather conditions can be found at: <http://www.worldweather.org/089/c00233.htm>.

The standard time zone will be UTC/GMT + 7 hours.

13. Electricity

The electrical currents in use are 220 volts, 50 Hertz. There are two types of plugs in use and are shown below.



14. Currency



The currency in Thailand is the Baht. The current exchange rate as of 8 June 2016 is US\$1 = THB 35.19 and €1 = THB 39.86 (source: www.xe.com, rates are subject to change). Currency exchange facilities are readily available in banks and hotels.

15. Disclaimer

The CBD Secretariat disclaims all responsibility for medical, accident and travel insurance, for compensation for death or disability compensation, 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 to secure international medical insurance for the period of participation prior to departure.
