

 <p>UNITED NATIONS <b>ESCAP</b> Economic and Social Commission for Asia and the Pacific</p>		FOR PARTICIPANTS ONLY  11 August 2015
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**Expert Group Meeting on Integrated Use of Single Windows for Trade Facilitation  
8 September 2015, Bangkok, Thailand**

and

**First Meeting of Legal and Technical Working Groups of the Interim Intergovernmental  
Steering Group on Cross-border Paperless Trade Facilitation  
9-11 September 2015**

***INFORMATION NOTE FOR PARTICIPANTS***

**1. GENERAL**

**8 September 2015**

The Expert Group Meeting (EGM) on Integrated Use of Single Windows for Trade Facilitation is scheduled to be held at the United Nations Conference Centre (UNCC), Meeting Room F, first floor, on 8 September 2015. The Meeting will be opened at 0900 hours on 8 September 2015 by Ms. Susan F. Stone, Director Trade and Investment Division, ESCAP.

**9-11 September 2015**

The First Meeting of Legal and Technical Working Groups of the Interim Intergovernmental Steering Group on Cross-border Paperless Trade Facilitation is scheduled to be held at the United Nations Conference Centre (UNCC), Conference Room 4, first floor, on 9 September 2015. The Meeting will be opened at 0900 hours on 9 September 2015 by Mr. Mikhail Maslov, chair of the Interim Intergovernmental Steering Group on Cross-border Paperless Trade Facilitation and Ms. Susan F. Stone, Director Trade and Investment Division, ESCAP. Participation in the meeting is a self-financed basis, unless sponsorship is formally requested and given by the ESCAP secretariat.

**2. REGISTRATION AND IDENTIFICATION BADGES**

Participants are requested to register and obtain meeting badges at the registration counter, located on the ground floor, UNCC, between 0830 and 0900 hours on the opening day of the events. Participants and resource persons who already registered on 8 September 2015 do not need to register again. Participants who are not able

to register during the time indicated above are requested to do so upon their arrival at UNCC before going to the conference room. Only the names of duly registered participants will be included in the list of participants.

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 reported at the Conference Management Unit located on the ground floor of UNCC behind the registration counter, so that a new one can be issued immediately.

### **3. IMMIGRATION REQUIREMENTS FOR ORDINARY PASSPORT**

#### **A. Visa exemption for maximum 14 days, 30 days and 90 days**

According to the Immigration Bureau of Thailand, nationals of the following countries holding ordinary passports may enter and stay in Thailand for a period not exceeding 14

- **Visa exemption for maximum 14 days**

1. Cambodia

- **Visa exemption for maximum 30 days**

- |                                     |  |
|-------------------------------------|--|
| 1. Australia                        | 26. Macao, China   |
| 2. Austria                          | 27. Malaysia   |
| 3. Bahrain                          | 28. Monaco   |
| 4. Belgium                          | 29. Mongolia   |
| 5. Brunei Darussalam                | 30. Netherlands  |
| 6. Canada                           | 31. New Zealand  |
| 7. Czech Republic                   | 32. Norway   |
| 8. Denmark                          | 33. Oman   |
| 9. Estonia                          | 34. Philippines  |
| 10. Finland                         | 35. Poland   |
| 11. France                          | 36. Portugal   |
| 12. Germany                         | 37. Qatar  |
| 13. Greece                          | 38. Russian Federation                                   |
| 14. Hong Kong, China                | 39. Singapore  |
| 15. Hungary                         | 40. Slovak Republic                                      |
| 16. Iceland                         | 41. Slovenia   |
| 17. Indonesia                       | 42. South Africa   |
| 18. Ireland                         | 43. Spain  |
| 19. Israel                          | 44. Sweden   |
| 20. Italy                           | 45. Switzerland  |
| 21. Japan                           | 46. Turkey   |
| 22. Kuwait                          | 47. United Arab emirates                                 |
| 23. Liechtenstein                   | 48. United Kingdom of Great Britain and Northern Ireland |
| 24. Lao People's Democrati Republic | 49. United States of America                             |
| 25. Luxembourg                      | 50. Vietnam  |

- **Visa exemption for maximum 90 days**

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|--------------|----------------------|
| 1. Argentina | 4. Peru              |
| 2. Brazil    | 5. Republic of Korea |
| 3. Chile     |                      |

**B. Visa exemption for maximum 30 days and 90 days for diplomatic/**

**official passport holders**

Nationals of the following countries holding a valid diplomatic or official passport may enter and stay in Thailand for a period of 30 days and 90 days, as per the list below, without a visa:

- **Visa exemption for maximum 30 days**

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|-------------------------------------|--------------|
| 1. Cambodia                         | 6. Mexico    |
| 2. China                            | 7. Mongolia  |
| 3. Hong Kong, China                 | 8. Myanmar   |
| 4. Lao People's Democratic Republic | 9. Oman      |
| 5. Macao, China                     | 10. Viet Nam |

- **Visa exemption for maximum 90 days**

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|--|--------------------------------------|
| 1. Albania                             | 22. Luxembourg                       |
| 2. Argentina                           | 23. Malaysia                         |
| 3. Austria                             | 24. Mexico                           |
| 4. Belgium                             | 25. Nepal                            |
| 5. Bhutan                              | 26. Netherlands                      |
| 6. Brazil                              | 27. Panama                           |
| 7. Chile                               | 28. Peru                             |
| 8. Colombia                            | 29. Philippines                      |
| 9. Costa Rica                          | 30. Poland                           |
| 10. Croatia                            | 31. Romania                          |
| 11. Czech Republic                     | 32. Russian Federation               |
| 12. Estonia (Diplomatic Passport only) | 33. Slovak Republic                  |
| 13. France (Diplomatic Passport only)  | 34. South Africa                     |
| 14. Germany                            | 35. Spain (Diplomatic Passport only) |
| 15. Hungary                            | 36. Sri Lanka                        |
| 16. India                              | 37. Switzerland                      |
| 17. Israel                             | 38. Tajikistan                       |
| 18. Italy                              | 39. Tunisia                          |
| 19. Japan                              | 40. Turkey                           |
| 20. Republic of Korea                  | 41. Ukraine                          |
| 21. Liechtenstein                      | 42. Uruguay                          |

**C. Visa on arrival for maximum 15 days stay**

Nationals of the following countries holding a valid ordinary passport may apply for visa, not exceeding 15 days on arrival, at Suvarnabhumi International Airport, conditional on meeting the requirements mentioned below:

1. Andorra
2. Bulgaria
3. Bhutan
4. China
5. Cyprus
6. Estonia
7. Ethiopia
8. India
9. Kazakhstan
10. Latvia
11. Lithuania
12. Maldives
13. Malta
14. Mauritius
15. Romania
16. San Marino
17. Saudi Arabia
18. Ukraine
19. Uzbekistan

**The requirements are as follows:**

- (a) The applicant must be in possession of a passport with at least six-months validity 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 together with one recent passport-sized-photograph. A fee of Baht 1,000 applies.

Participants from countries other than those listed above are requested to obtain an appropriate entry visa from the Thai diplomatic or consular missions at the point of origin or en route prior to entering Thailand.

UN staff members travelling on official business with the UN Laissez-Passer are REQUIRED to obtain appropriate visa before travelling to Thailand.

Furthermore, in line with security procedure for United Nations staff, travel notification through the Travel Request Information Process (TRIP) is required prior to any official travel to a non-phase area. Upon notification of travel on TRIP, United Nations staff members will automatically receive an updated security advice for United Nations visitors to Thailand. Please visit <https://dss.un.org> to apply for this travel notification. United Nations staff are required to complete the "BASIC SECURITY IN THE FIELD" training before travelling.

*NOTE: The information provided above is accurate as of December 2014. 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.*

#### **4. WEATHER**

The weather in Bangkok is usually warm and humid. Light tropical clothing would be appropriate. The conference rooms where the meetings are to be held are air-conditioned and the temperature is maintained in the range of 23-24 degrees Celsius (73-75 degrees Fahrenheit).

#### **5. FOREIGN EXCHANGE**

Any person who brings or takes an aggregate amount of foreign currency exceeding US\$ 20,000 or its equivalent into or out of the Kingdom of Thailand shall declare the amount of foreign currency to a Customs Officer. Failure to declare upon bringing foreign currency that exceeds the amount restricted by law or its

equivalent into or out of the Kingdom of Thailand or making any false declaration to a Customs Officer is a criminal offence.

Currency exchange facilities are available at hotels and at the Siam Commercial Bank, United Nations Branch, located on the first floor of the Service Building (telephone extensions 2159 and 2160). It is open from 0830 to 1530 hours, with no lunch break, from Monday to Friday.

## 6. ADDRESS AND TELEPHONE NUMBER OF ESCAP SECRETARIAT

The address of the ESCAP secretariat is as follows:

United Nations Economic and Social Commission for Asia and the Pacific  
The United Nations Building  
Rajdamnern Nok Avenue  
Bangkok 10200, Thailand  
Telephone numbers: +66 2 2881234  
Facsimile number: +66 2 2881000

For further information concerning organizational and logistical aspects of the events, please contact: Ms. Chujit Thongprapai, tel: +66 2 288-1400, Email: [thongprapai.unescap@un.org](mailto:thongprapai.unescap@un.org)

## 7. HOTEL ACCOMMODATION

Accommodation has been done by block booking with UN rate at the hotels listed below. Please use the hotel reservation form (to be attached with this information note for participants) to reserve your accommodation.

List of hotels:

1. Royal Princess Hotel [www.royalprincesslarnluang.com](http://www.royalprincesslarnluang.com)
2. Trang Hotel [www.tranghotelbangkok.com](http://www.tranghotelbangkok.com)
3. Nouvo City Hotel [www.nouvocityhotel.com](http://www.nouvocityhotel.com)

Please indicate which hotel and room type you prefer and send email directly to the preferred hotel. Please also copy Ms. Chujit Thongprapai at email: [thongprapai.unescap@un.org](mailto:thongprapai.unescap@un.org) for information. The hotel will directly confirm you by email.

预览已结束，完整报告链接和二维码如下：

[https://www.yunbaogao.cn/report/index/云报告?reportId=5\\_4176](https://www.yunbaogao.cn/report/index/云报告?reportId=5_4176)

