

20 September 2013

**UNITED NATIONS  
ECONOMIC AND SOCIAL COMMISSION FOR ASIA AND THE PACIFIC**

**Second Preparatory consultation  
for the Asia-Pacific Ministerial Conference on Regional Economic Cooperation and  
Integration**

Bangkok, 13–14 November 2013  
Conference Room 4, United Nations Conference Centre

**Information Note for Participants**

**I. General**

1. The second preparatory consultation for the Asia-Pacific Ministerial Conference on Regional Economic Cooperation and Integration is scheduled to be held at United Nations Conference Centre (UNCC), Rajadamnern Nok Avenue, Bangkok 10200, Thailand on 13-14 November 2013.
2. The meeting will be inaugurated at 0900 hours on 13 November 2013 in Conference Room 4.

**II. Registration and identification badges**

3. Participants are requested to register and obtain meeting badges at the registration counter, located on the ground floor, UNCC from 0830 to 0900 hours on 13 November 2013. Participants who are not able to register during the period above are requested to do so upon their arrival at UNCC before going to the meeting room. Only the names of participants duly registered will be included in the list of participants.
4. For identification and security reasons, all participants are requested to wear the meeting badges at all times during the meeting, social functions and in the United Nations complex. The loss of a meeting badge should be reported personally to the Conference Management Unit, which is located on ground floor of UNCC, so that a new one can be issued immediately.

**III. Visa requirements**

**A. Visa exemption for a maximum of 14, 30 or 90 days for ordinary passport holders**

5. According to the Immigration Bureau of Thailand, nationals of the following countries/areas holding ordinary passports may enter and stay in Thailand for a period not exceeding 14 days, 30 days or 90 days, as per the list below, without a visa.
  - **Visa exemption for a maximum of 14 days**
    1. Cambodia

- **Visa exemption for maximum 30 days**

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

- **Visa exemption for a maximum of 90 days**

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

**B. Visa exemption for a maximum of 30 days or 90 days for diplomatic/official passport holders**

6. 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 a maximum of 30 days**

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

- **Visa exemption for a maximum of 90 days**

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

**C. Visa on arrival for a maximum of 15-day stay**

7. 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        | 15. Maldives           |
| 2. Bulgaria       | 16. Malta              |
| 3. Bhutan         | 17. Mauritius          |
| 4. China          | 18. Oman               |
| 5. Cyprus         | 19. Poland             |
| 6. Czech Republic | 20. Romania            |
| 7. Estonia        | 21. Russian Federation |
| 8. Ethiopia       | 22. San Marino         |
| 9. Hungary        | 23. Saudi Arabia       |
| 10. India         | 24. Slovakia           |
| 11. Kazakhstan    | 25. Slovenia           |
| 12. Latvia        | 26. Taiwan             |
| 13. Liechtenstein | 27. Ukraine            |
| 14. Lithuania     | 28. Uzbekistan         |

8. The requirements for a visa on arrival are as follows:

- (a) The applicant must possess a passport of at least six-month 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, and supply one recent passport-sized photograph. A fee of Baht 1,000 applies.

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

*The information provided above is accurate as at 13 August 2013. 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.*

#### **IV. Weather**

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

#### **V. Foreign currency declaration**

11. 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 Official. Failure to make such a declaration or making any false declaration to a Customs official is a criminal offence.
12. Currency exchange facilities are available at hotels and all over Bangkok. Such services are also available at the Siam Commercial Bank, United Nations Branch, which is located on the first floor of the Service Building (telephone extensions: 2168). The Bank opens from 0830 to 1530 hours, with no lunch break, from Monday to Friday.

#### **VI. Airline reservations**

##### **A. Reservation for participants funded by ESCAP**

13. ESCAP-funded participants will be provided a round-trip ticket for air travel to Bangkok, Thailand, by the most direct and economical route. Please contact Ms. Chawarin Klongdee, email: klongdee@un.org, to initiate travel arrangements.
14. ESCAP-funded participants may opt to purchase their own tickets upon receiving approval from the ESCAP Administrative Services Section prior to commencing their travel arrangements. Air fares can be reimbursed up to the pre-approved amount only after returning to their respective countries and submission of original tickets, receipts, invoices and all related documents. Any costs over the pre-approved amount will be incurred by participants. Participants who wish to make their own airline reservations are kindly requested to contact Ms. Chawarin Klongdee, email: klongdee@un.org, at the earliest convenience.

##### **B. Reservation for self-financed participants**

15. Many international airlines operate regular services to and from Bangkok. Self-financed participants are advised to secure their round-trip air tickets prior to travelling to Bangkok.

#### **VII. Hotel accommodation**

##### **A. Accommodation for participants funded by ESCAP**

16. For ESCAP-funded participants, single room for each funded participant for three nights stay (in 12 November 2013, out 15 November 2013) has been booked at the **Royal Princess Hotel** located at Larn Luang Road, telephone 662-281-3088. The room rate is 2,500 baht per night inclusive of service charges and taxes, in room high speed internet and breakfast for one person. Participants who wish to make alternative accommodation arrangements are kindly requested to inform Ms. Sutinee Yeamkitpibul at email: yeamkitpibul@un.org or telephone: 662-288-1397.
17. Participants from abroad whose local costs are covered by ESCAP will receive a daily subsistence allowance (DSA) according to established UN rates to cover hotel accommodation, visa fee, transportation cost from/to airport, airport departure tax, meals and other miscellaneous and incidental expenses.

Please note that participants are responsible for settling their own board and accommodation bills and other personal expenses from daily subsistence allowance provided by the organization. The DSA for those who will be staying less than three nights will be adjusted accordingly and those participants are required to return the balance to ESCAP. Please see paragraphs 36-38 for more details about the DSA.

#### **B. Accommodation for self-financed participants**

18. Single rooms can be booked at the Royal Princess Hotel, telephone 662-281-3088. If participants wish to stay at this hotel, please inform Ms. Sutinee Yeamkitpibul at email: yeamkitpibul@un.org or telephone: 662-288-1397, with your detailed travel itinerary at the earliest.
19. 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	Driving distance to UNCC (min.)	Room type	Daily room rates (Baht)	
			Single	Double
<b>Royal Princess Larn Luang Hotel ****</b> 269 Larnluang Road Bangkok Tel: (622) 281-3088 Fax: (622) 280-1314 E-mail: <a href="mailto:benjarat@royalprincesslarnluang.com">benjarat@royalprincesslarnluang.com</a> Website: <a href="http://www.royalprincesslarnluang.com">http://www.royalprincesslarnluang.com</a> <i>Contact person:</i> Ms. Benjarat Rusakul	5-10	Superior  Deluxe  Suite 1 bed Room	2,500 <sup>a/b/c</sup>  2,800 <sup>a/b/c</sup>  7,000 <sup>a/b/c</sup>	2,700 <sup>a/b/c</sup>  3,000 <sup>a/b/c</sup>  7,500 <sup>a/b/c</sup>
<b>Prince Palace Hotel ****</b> 488/800 Bo Bea Tower Damrongrak Road, Klong Mahanak Bangkok Tel: (622) 628-1111 Fax: (622) 628-1000 E-mail: <a href="mailto:wannajit@princepalace.co.th">wannajit@princepalace.co.th</a> Website: <a href="http://www.princepalace.co.th">http://www.princepalace.co.th</a> <i>Contact person:</i> Ms. Wannajit Chulamakorn	10-15	Superior	1,700 <sup>a/b</sup>	1,900 <sup>a/b</sup>

Name and address	Driving distance to UNCC (min.)	Room type	Daily room rates (Baht)	
			Single	Double
<b>Golden Tulip Essential Vasu Hotel ***</b> <i>(Trang Hotel)</i> 99/1 Wisutkasat Road Bangkok Tel: (622) 282-2141-4 Fax: (622) 280-3610 E-mail: <a href="mailto:reservations@tranghotelbangkok.com">reservations@tranghotelbangkok.com</a> Website: <a href="http://www.tranghotelbangkok.com">http://www.tranghotelbangkok.com</a> Contact person: Mr. Saner Ratanawalee	5-10	Superior	1,650 <sup>a/b</sup>	1650 <sup>a/b</sup>
		Superior Premium	2,200 <sup>a/b</sup>	2,200 <sup>a/b</sup>
		Deluxe	3,300 <sup>a/b</sup>	3,300 <sup>a/b</sup>
<b>Hotel Dé Moc (former Thai Hotel) ***</b> 78 Prajatipatai Road Bangkok Tel: (622) 282-2833 Fax: (622) 280-1299 E-mail: <a href="mailto:rsvn@buddygrouphailand.com">rsvn@buddygrouphailand.com</a> cc: <a href="mailto:chaloem@buddygrouphailand.com">chaloem@buddygrouphailand.com</a> Website: <a href="http://www.hoteldemoc.com">http://www.hoteldemoc.com</a> Contact person: Mr. Chaloem Phiranont	5-10	Standard	1,300 <sup>a/b</sup>	1,500 <sup>a/b</sup>
		Superior	1,500 <sup>a/b</sup>	1,700 <sup>a/b</sup>

- a. Inclusive of daily American breakfast, service charge and government tax.
- b. Complimentary transport services provided according to fixed schedules, from the hotel to UNCC in the morning and back to the hotel in the evening.  
 \* Hotel Dé Moc and Golden Tulip Essential Vasu Hotel have one way transfer from hotel to UNCC.
- c. Free Internet Access.

20. Participants are requested to contact the hotel directly at least 10 working days in advance and provide the participant's full name, date and time of check-in and check-out, flight numbers and contact details.
21. Any cancellation, postponements or other changes should be notified at least 48 hours in advance. Rooms not occupied in accordance with the latest advice will be held for 24 hours at the participant's expense and then released.

## VIII. Payment of hotel accounts

预览已结束，完整报告链接和二维码如下：

[https://www.yunbaogao.cn/report/index/report?reportId=5\\_6691](https://www.yunbaogao.cn/report/index/report?reportId=5_6691)

