FOR PARTICIPANTS ONLY

Ninth Regional Workshop on Integrated Resource Management in Asian Cities: the Urban Nexus
22-23 May 2019, Anantara Siam Bangkok Hotel, Thailand

INFORMATION NOTE FOR PARTICIPANTS

General


2. The event will be held on 22-23 May 2019 in Pimarnman Room, 2nd floor of Anantara Siam Bangkok Hotel from 0900 to 1700 hours.

Registration and identification badges

3. Participants are requested to register and obtain meeting badges at the registration table outside of the meeting room between 0800-0900 hours on Wednesday, 22 May 2019. Please show your passport or ID card. Only the names of participants duly registered will be included in the list of participants.

Weather

4. The weather in Bangkok is warm and humid. Light tropical clothing will be appropriate. The conference room where the workshop will be held is air-conditioned and the temperature is maintained in the range of 23-24 degrees Celsius (72-73 degrees Fahrenheit).

Officers concerned with servicing the workshop

5. For further information concerning workshop arrangements contact:

Ms. Eva Wong (for questions about workshop content) Project Coordinator
Integrated Resource Management in Asian Cities: the Urban Nexus
Sustainable Urban Development Section
Environment and Development Division
Tel: (662) 288 1540
E-mail: eva.wong@un.org

Ms. Sirikul Suvarananetra (for questions about travel and logistics) Administrative Assistant
Sustainable Urban Development Section
Environment and Development Division
Tel: (66) 2288 1442
E-mail: chan-amnuaysook.unescap@un.org
Hotel accommodation

6. Participants sponsored by ESCAP have their rooms at Anantara Siam Bangkok Hotel reserved and paid for by ESCAP.

Catering services

7. Coffee breaks and lunch will be provided to all workshop participants on May 22 and 23 by the organizers and will be served at the hotel.

8. Participants sponsored by ESCAP, staying at the hotel, will have dinner provided on May 22 and May 23 from 18:30 – 20:30.

Working language of the workshop

9. The workshop will be conducted in English, Bahasa, Mongolian, Thai and Vietnamese, and all documentation will be in English. English-Bahasa, English-Mongolian, English-Thai and English-Vietnamese simultaneous interpretation service will be made available for all participants.

Transportation to hotel

10. The address of Anantara Siam Bangkok Hotel is 155 Ratchadamri Rd, Khwaeng Lumphini, Khet Pathum Wan, Bangkok 10330. Telephone number: +66 (0) 2 126 8866

11. The hotel is easily accessible by BTS skytrain. It is a minute’s walk from Exit 4 of the Ratchadamri BTS skytrain station.

Parking facilities

12. Parking facilities are available at the hotel free of charge.

Internet services

13. Free wireless Internet access is available in Pimarnman Room.

Administrative arrangements (only if applicable)

14. ESCAP - sponsored participants, please submit your boarding pass(es) to Ms. Sirikul on the first day of the workshop to facilitate payment of the subsistence allowance.

15. The secretariat will not assume responsibility for any expenditure, including the following:

   (i) Salary and related allowances for the participants during the period of the workshop;
(ii) Costs incurred by participants in respect of travel insurance, accident insurance, medical bills or hospitalization fees in connection with attending the workshop;

(iii) Compensation in the event of death or disability of participants in connection with attending the workshop;

(v) Any loss of or damage to personal property of participants while attending the workshop or losses or damages claimed by third parties as a result of any negligence on the part of the participants;

(vi) Any other expenses of a personal nature, not directly related to the purpose of the workshop.

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