Information for participants

I. General

1. The third session of the Committee on Transport is scheduled to be held at the United Nations Conference Centre (UNCC) in Bangkok from 10 to 12 October 2012.

2. The opening of the session will take place at 0900 hours on Wednesday, 10 October 2012, in Conference Room 3, level 1, UNCC. All subsequent meetings will also be held from 0900 hours to 1200 hours and 1400 hours to 1700 hours.

II. Registration and identification badges

3. On the opening day of the session, from 0800 hours to 0915 hours, participants are requested to register and obtain identification badges at the registration counter located on the ground floor of UNCC. 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.

4. For security reasons, all participants must wear their official identification badges at all times. The loss of an identification badge should be reported to the Conference Management Unit on the ground floor of UNCC behind the registration counter, so that a new one can be issued immediately.

III. Visa requirements

A. Visa exemption for a maximum of 14 days, 30 days or 90 days

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

Cambodia

Visa exemption for a maximum of 30 days

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

Visa exemption for a maximum of 90 days

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

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

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

Visa exemption for a maximum of 30 days

1. Cambodia
2. China
3. Hong Kong, China
4. Lao People’s Democratic Republic
5. Macao, China
6. Mexico
7. Mongolia
8. Myanmar
9. Oman
10. Viet Nam
Visa exemption for a maximum of 90 days

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

C. Visa on arrival for a maximum of 15 days

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

1. Andorra  
2. Bhutan  
3. Bulgaria  
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

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 a valid return air ticket with date of departure within 15 days of the date of entry;

   b) The applicant must fill out and submit an application form (TM.88), which is available at the Visa-on-Arrival counter at Suvarnabhumi Airport, along with one recent passport-size photograph. There is an application fee of 1,000 Thai baht.

9. Participants from countries other than those listed above are requested to obtain an appropriate entry visa from the Thai diplomatic or consular mission at the point of origin or en route prior to entering Thailand.
The information provided above is accurate as of the date of issuance of this note. All participants are advised to consult with the diplomatic mission/embassy of Thailand in their respective countries regarding the latest applicable immigration requirements prior to their departure.

IV. Health and vaccination

10. Upon arrival at the port of entry in Thailand, the participants who have travelled from or through countries that have been declared yellow fever infected areas must provide an International Health Certificate proving that they have received a yellow fever vaccination.

11. For nationals of the countries listed below who have not travelled from/through those countries, such a certificate is not required. However, they should possess concrete evidence showing that their domicile is not in an infected area so as to prevent unnecessary inconvenience.

12. The following countries have been declared yellow fever infected areas:

1. Angola 24. Guyana
4. Bolivia (Plurinational State of) 27. Mali
5. Brazil 28. Mauritania
8. Cameroon 31. Panama
10. Chad 33. Peru
11. Colombia 34. Rwanda
12. Congo 35. Sao Tome and Principe
13. Côte d’Ivoire 36. Senegal
15. Ecuador 38. Somalia
17. Ethiopia 40. Suriname
18. French Guiana 41. Togo
19. Gabon 42. Trinidad and Tobago
20. Gambia 43. Uganda
21. Ghana 44. United Republic of Tanzania
22. Guinea 45. Venezuela (Bolivarian Republic of)
23. Guinea-Bissau

V. Foreign currency declaration

13. Any person who brings into or out of Thailand an aggregate amount of foreign currency exceeding US$ 20,000 or its equivalent is required to declare the amount to a customs officer. Failure to do so, or making any false declaration to a customs officer, is a criminal offense.

14. The local currency is the Thai baht. 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.

VI. Airline reservations

15. Many international airlines operate regular services to and from Bangkok. Participants are advised to secure their return bookings prior to their departure for Bangkok. If this is not possible, they should make firm return bookings immediately upon arrival in Bangkok. Travel services are available through the American Express office located on the first floor of the Service Building, adjacent to the Siam Commercial Bank.

VII. Hotel accommodation

16. The following hotels have been designated as recommended hotels. They are located in relative proximity to ESCAP. The room rates indicated below are inclusive of service charge and value added tax.

<table>
<thead>
<tr>
<th>Name and address</th>
<th>Driving distance to UNCC (min.)</th>
<th>Room type</th>
<th>Daily room rates (Baht)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Single</td>
<td>Double</td>
</tr>
<tr>
<td><strong>Shangri-La Hotel</strong>**</td>
<td>30-40</td>
<td>Deluxe Room</td>
<td>5,202\textsuperscript{a}c</td>
</tr>
<tr>
<td>89 Soi Wat Suan Plu, New Road</td>
<td></td>
<td>Executive River View Room</td>
<td>6,474\textsuperscript{a}c</td>
</tr>
<tr>
<td>Bangkok</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tel: (662) 236-7777</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fax: (662) 236-8579</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E-mail: <a href="mailto:slbk@shangri-la.com">slbk@shangri-la.com</a></td>
<td></td>
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</tr>
<tr>
<td><strong>Siam City Hotel</strong>**</td>
<td>15-25</td>
<td>Deluxe</td>
<td>2,700\textsuperscript{a}</td>
</tr>
<tr>
<td>477 Si Ayuthaya Road, Phayathai</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bangkok</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tel: (662) 247-0123</td>
<td></td>
<td></td>
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<tr>
<td>Fax: (662) 247-0165</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E-mail: <a href="mailto:reservations@siamhotels.com">reservations@siamhotels.com</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Amari Watergate Hotel &amp; Spa</strong>**</td>
<td>20-30</td>
<td>Deluxe</td>
<td>2,800\textsuperscript{a}</td>
</tr>
<tr>
<td>847 Petchburi Road</td>
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</tr>
<tr>
<td>Bangkok</td>
<td></td>
<td></td>
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<tr>
<td>Tel: (662) 653-9000</td>
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<td></td>
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<tr>
<td>Fax: (662) 653-9045</td>
<td></td>
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<tr>
<td>E-mail: <a href="mailto:cc2@watergate.amari.com">cc2@watergate.amari.com</a></td>
<td></td>
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<tr>
<td>Name and address</td>
<td>Driving distance to UNCC (min.)</td>
<td>Room type</td>
<td>Daily room rates (Baht)</td>
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<tr>
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<td></td>
<td>Single</td>
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<tr>
<td><strong>Royal Princess Hotel</strong>**</td>
<td>5-10</td>
<td>Superior</td>
<td>2,500&lt;sup&gt;abc&lt;/sup&gt;</td>
</tr>
<tr>
<td>269 Larnluang Road</td>
<td></td>
<td>Deluxe</td>
<td>2,800&lt;sup&gt;abc&lt;/sup&gt;</td>
</tr>
<tr>
<td>Bangkok</td>
<td></td>
<td>Suite 1 bed room</td>
<td>7,000&lt;sup&gt;abc&lt;/sup&gt;</td>
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<tr>
<td>Tel: (662) 281-3088</td>
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<td></td>
<td></td>
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<tr>
<td>Fax: (662) 280-1314</td>
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<tr>
<td>E-mail: <a href="mailto:rsvn@royalprincesslarnluang.com">rsvn@royalprincesslarnluang.com</a></td>
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</tr>
<tr>
<td>Contact person:</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Ms. Benjarat Rusakul</td>
<td></td>
<td></td>
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<tr>
<td>**Grand China Princess ****</td>
<td>15-20</td>
<td>Deluxe</td>
<td>2,500&lt;sup&gt;ab&lt;/sup&gt;</td>
</tr>
<tr>
<td>215 Yaowarat Road</td>
<td></td>
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<tr>
<td>Bangkok</td>
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<tr>
<td>Tel: (662) 224-9977, 224-7997</td>
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<td></td>
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<tr>
<td>Fax: (662) 224-7999</td>
<td></td>
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<tr>
<td>E-mail: <a href="mailto:sale@grandchina.com">sale@grandchina.com</a></td>
<td></td>
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<tr>
<td>Contact person:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ms. Phet-Anong Naksuthi</td>
<td></td>
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<tr>
<td><strong>Prince Palace Hotel</strong>**</td>
<td>10-15</td>
<td>Superior</td>
<td>1,700&lt;sup&gt;ab&lt;/sup&gt;</td>
</tr>
<tr>
<td>488/800 Bo Bae Tower</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Damrongrak Road, Klong Mahanak</td>
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<tr>
<td>Bangkok</td>
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<tr>
<td>Tel: (662) 628-1111</td>
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<td></td>
<td></td>
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<tr>
<td>Fax: (662) 628-1000</td>
<td></td>
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<tr>
<td>E-mail: <a href="mailto:reservation@princepalace.co.th">reservation@princepalace.co.th</a></td>
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<td></td>
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<tr>
<td>Contact person:</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Ms. Siriporn Pinitsub</td>
<td></td>
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<tr>
<td><strong>Pullman Bangkok King Power</strong>***</td>
<td>20-25</td>
<td>Superior</td>
<td>2,996&lt;sup&gt;abc&lt;/sup&gt;</td>
</tr>
<tr>
<td>8/2 Rangnam Road, Thanon Phayathai Rachathewi</td>
<td></td>
<td>Deluxe</td>
<td>4,066&lt;sup&gt;abc&lt;/sup&gt;</td>
</tr>
<tr>
<td>Bangkok</td>
<td></td>
<td>Executive</td>
<td>5,136&lt;sup&gt;abc&lt;/sup&gt;</td>
</tr>
<tr>
<td>Tel: (662) 680-9999</td>
<td></td>
<td>Executive suite</td>
<td>6,206&lt;sup&gt;abc&lt;/sup&gt;</td>
</tr>
<tr>
<td>Fax: (662) 680-9999</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>E-mail: <a href="mailto:ssm@pullmanbangkokkingpower.com">ssm@pullmanbangkokkingpower.com</a></td>
<td></td>
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<td></td>
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<tr>
<td>Contact person:</td>
<td></td>
<td></td>
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<tr>
<td>Ms. Yuvadee Vittavustong</td>
<td></td>
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<tr>
<td><strong>Siam@Siam Design Hotel &amp; Spa</strong>**</td>
<td>15-20</td>
<td>Superior</td>
<td>2,800&lt;sup&gt;abc&lt;/sup&gt;</td>
</tr>
<tr>
<td>865 Rama 1 Road</td>
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<td></td>
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<tr>
<td>Wang Mai, Patumwan</td>
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<tr>
<td>Bangkok</td>
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<tr>
<td>Tel: (662) 217-3000</td>
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<td></td>
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<tr>
<td>Fax: (662) 217-3030</td>
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<tr>
<td>E-mail: <a href="mailto:dos@siamatsiam.com">dos@siamatsiam.com</a></td>
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<tr>
<td>Contact person:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ms. Prapaphan Chanapokakul</td>
<td></td>
<td></td>
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<tr>
<td>Name and address</td>
<td>Driving distance to UNCC (min.)</td>
<td>Room type</td>
<td>Daily room rates (Baht)</td>
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<tr>
<td>------------------</td>
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<td>------------------------</td>
</tr>
</tbody>
</table>
| **Trang Hotel** ***
99/1 Wisutkasat Road
Bangkok
Tel: (662) 282-2141-4
Fax: (662) 280-3610
E-mail: reservations@tranghotelbangkok.com
Contact person:
Ms. Savitree Sotawong | 5-10 | Superior | 1,300ab |
| | | Superior | 1,500ab |
| | | Premium | 1,500ab |
| | | Deluxe | 1,700ab |
| **Hotel Dé Moc (former Thai Hotel)** ***
78 Prajatipatai Road
Bangkok
Tel: (662) 282-2833
Fax: (662) 280-1299
E-mail:booking@hoteldemoc.com
Contact persons :
Ms. Napapat Choknitithanakul
Ms. Jariyaporn Chonverayuut | 5-10 | Standard | 1,200ab |
| | | Superior | 1,400ab |
| | | | 1,400ab |
| **Sawana Bangkok Hotel (former Best Western Swan Bangkok Hotel)** ***
332 Visuttkasat Road
Phranakorn
Bangkok
Tel: (662) 282-8899
Fax: (662) 281-7816
E-mail:Info@swanabangkok.com
Contact person:
Ms. Ruenrudee Promlikitchai | 10-15 | Standard | - |
| | | Superior | - |
| | | Deluxe | - |

a Inclusive of daily American breakfast, service charge and government tax.
b Complimentary transport services provided, according to fixed schedules, from the hotels to UNCC in the morning and back to the hotels in the evening. Please note that Hotel Dé Moc requires a minimum of five persons.
c Free Internet access.

Note: The above rates include a 10 per cent service charge and a 7 per cent value added tax (VAT). Rates are subject to change without prior notice.

17. Participants should book their rooms by contacting the hotel directly at least 10 working days in advance. Participants should provide the hotel with their full name, date and time of check-in and check-out, flight numbers and contact details. Alternatively, rooms may be booked through the ESCAP Transport Division according to the information provided in the nomination form. Please note that all rooms will be available to participants on a first-come, first-served basis. The ESCAP secretariat should be notified at least two working days (not counting Saturday or Sunday) in advance of any cancellations, postponements or other changes. Rooms not occupied in accordance with the latest advice will be held for 24 hours at the participant’s expense and then released.
18. In the event that accommodation at any of the above-listed hotels is not available, the participants will be advised by the respective hotel. The secretariat will make every effort to arrange for suitable alternative accommodation, if requested.

VIII. Payment of hotel accounts

19. Before departure from Bangkok, participants are expected to settle directly with the respective hotels all accounts, including room charges and other expenses, such as for local and long-distance telephone calls, Internet use, business center 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.

IX. Transport from and to airport

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

21. To avail themselves of the limousine and public metered-taxi services as indicated above, it is strongly recommended that participants contact only the authorized staff at the official counters located in the airport arrival zone who, upon request, will issue a ticket for the assignment of either a limousine or a public metered-taxi to transport passengers to the desired destination. Participants may access public metered-taxi counters by exiting through gates 3 or 9 of the arrival zone at the airport. In addition to toll fees, a surcharge of 50 Thai baht is added to the meter charge from the airport to the city.

X. Transport to attend meetings

22. Most hotels indicated in paragraph 16 provide complimentary transport according to fixed schedules to and from UNCC. If the service is not available, participants will have to make their own transport arrangements.

XI. Correspondence/Communications

23. Mail intended for participants during the session should be sent care of the following office:

Mr. Dong-Woo Ha  
Director, Transport Division  
ESCAP secretariat, United Nations Building  
Rajdamnoen Nok Avenue  
Bangkok 10200, Thailand  
Tel: (66-2) 288 1371  
Fax: (66-2) 288 1067, 288 3050  
E-mail: hadw@un.org, escap-ttd@un.org
XII. Meeting documents

24. Participants are requested to bring with them copies of the meeting documents distributed by the ESCAP secretariat to their governments/agencies/organizations prior to the session. Only a limited number of copies of such documents will be available during the session.

25. Documents for circulation or distribution at the session should be hand delivered to Mr. Dong-Woo Ha, Room 0931, ninth floor, Secretariat Building, ext. 1515 or 1371.

XIII. United Nations complex information

A. Internet services

26. Eight computers with high-speed Internet connection are available in the UNCC Internet Café on level 1, UNCC, for the use of participants free of charge. In addition, free wireless Internet access is also available in all conference and meeting rooms, and in public areas of the UNCC.

B. Catering services

27. Catering services are available in the cafeteria on level 1 of UNCC from 1100 to 1400 hours. Rajapruek Lounge, on the ground floor of UNCC, is open from 0700 to 1700 hours Monday to Thursday, and from 0700 to 1900 hours on Friday. The canteen, on the ground floor of the Service Building, is open from 0700 to 1300 hours. In addition, the Coffee Corner, which serves sandwiches, pastries, coffee, tea and soft drinks, is on level 1 of UNCC and is open from 0700 to 1700 hours.

C. Medical services

28. First-aid and limited emergency medical services are available at the Medical Centre, fourth floor, Service Building, during weekdays. The ESCAP Medical Officer and Nurse are available from 0730 hours to 1545 hours, with the exception of a lunch break from 1200 hours to 1245 hours. Appointments may be made through extensions 1352 or 1353.

D. Library facilities

29. ESCAP Library facilities are available on the first floor of the Service Building from 0730 to 1600 hours, Monday to Friday. For details on the use of the ESCAP Library facilities, please consult the staff on duty at the Library or call extension 1330 or 1360. Further information about the ESCAP Library can be found at www.unescap.org/unis/library.

E. Banking facilities

30. Banking services are available at the Siam Commercial Bank, United Nations Branch, located on the first floor of the Service Building, from 0830 to 1530 hours during weekdays (telephone extensions 2168 and 2169).
F. Postal services

31. The United Nations Branch of Thailand Post is on the ground floor of UNCC. It is open from 0800 to 1600 hours, Monday to Friday. The Post Office can be contacted at extensions 1260 and 2114.

G. Souvenir shop

32. The souvenir shop is on the first floor of UNCC.

H. Travel agent

33. The American Express Travel office is on the first floor of the Service Building next to the Siam Commercial Bank. It is open from 0800 to 1630 hours Monday to Friday. The office can be contacted at extensions 2820, 2821, 2822, 2823 or 2824.