Located in the heart of Bangkok’s historic Dusit quarter, United Nations Conference Centre, Bangkok (UNCC) is one of the most sought out conference facilities in the region.

UNCC offers a one-stop conference support services to event organisers, from conference planning, registration, exhibition, video conferencing, webcasting to catering services. The UNCC facilities are fully equipped to support any conferences and events in the physical, virtual and hybrid modes.

There are five conference rooms with built-in state-of-the-art Conference Management and Simultaneous Interpretation (CMSI) Systems and interpretation booths, nine multi-functional meeting rooms, secretariat office suites, a theatre, delegates’ lounges, a reception hall and catering facilities.

Inaugurated by His Majesty King Bhumibol Adulyadej (Rama IX) of Thailand on 09 April 1993, the UNCC’s design follows a beautiful Thai structure.

In addition to conferences and events organised by ESCAP and other United Nations entities, we also welcome external clients who wish to bring their important events in line with the United Nations’ principles, as far as they are not political, religious or commercial in nature.
Provides assistance to the meeting participants with disabilities, and raises awareness on various initiatives on accessibility in the Asia-Pacific region led by ESCAP and its member States. Various assistive devices such as motorized wheelchairs, braille printer and hearing aid are available for meeting participants.

Opened in May 2023, showcasing of sustainability and innovation initiatives that ESCAP has been implementing. Through collaboration with local artists, the former documentation counter was transformed into an exhibition space, using recycled materials, animated murals and equipment for digital exhibition. SIC is an ideal place to showcase various sustainability and innovation initiatives that UN and its member States have been undertaking.
Photography, Videography and Lighting
- Hiring photographers and videographers
- Additional lighting equipment for spotlights and booth lighting

Printing Promotional Materials and Exhibition
- Designing promotional materials and installation
- Exhibition space with panels and spotlights
- Billboard, backdrop and banner,
- Posters, brochures, signages, etc.

Banqueting and Social Functioning
- Lunch, Dinner, Coffee break, Cocktail reception
- Cultural performance

On-Site and Online Technical Services
- All conferences and events including ones with remote simultaneous interpretation requirements
- Conference coordination and technical facilitator
- Conference Management and Simultaneous Interpretation (CMSI) System
- Audio / Video Recording
- Accessibility features: AI real-time captioning and international sign language interpretation
- Streaming services (youtube, UN web TV)
Participant Management and Registration

- Contact and confirm speaker participations
- Brief and coach online speakers
- Send invitation with meeting link to speakers and participants for virtual or hybrid meeting
- Organise dry run with speakers and test run with participants
- Offer online event portal for registration
- Onboard online speakers and participants and preparation of technical guides
- Issue badges for onsite participants
- Generate meeting reports including list of participants

Protocol and Host Country Related Services

- Coordinate with Thai MFA on visa arrangement and issue letter of guarantee
- Coordinate with freight service provider and shipment deliveries

Accommodation, Travel and Transportation

- Coordinate with contracted vendor for required vehicle arrangement
- Prepare the hotel package by securing hotel rooms at preferential rate
- Function as Travel Processing Office (TPO) for UN meetings
UNC C A SUSTAINABLE MEETING VENUE

WALK THE TALK: Opt for our sustainable menus that mostly offer vegetarian and vegan dishes from organic and locally produced ingredients.

NOT READY FOR FULLY VEGETARIAN OPTIONS? Include some white meat options from locally raised and free-range farming and seafood from certified communities.

At UNCC, sustainable food menu options are available upon request. Major Intergovernmental Meetings of ESCAP and UN agencies have adopted this approach and CMU will coordinate this with the in-house caterer to provide tailormade sustainable solutions from the local and international cuisine.

Did you know?
A meat diet uses twice as much resources as a vegetarian one! White meats have a significantly lower carbon footprint than red meats.

We say no to plastic pollution and much more!
No single-use catering items are served in UNCC. Only reusable catering services are provided, in line with our waste prevention strategy!

Did you know?
ESCAP banned single-use catering items in full in December 2018. In one year, 9 tons of unnecessary waste are prevented at our compound!

Say no to paper waste! UNCC is equipped with a series of electronic sharing and documentation options that are easily available for meeting organisers. Paper printing has been strongly discouraged, being replaced by touchscreens, e-backdrops, QR codes and e-announcement system. As part of paper-smart initiative, a wi-fi connection is available within the UNCC so participants can download and share meeting documents. For exceptional requests, we have printing on demand capacity as well.

Did you know?
Paper is a scarce and valuable resource, protect it! Paper emissions are associated with its production, transport, and disposal, as well as with the ink used for printing! Keep it on the screen...keep it green!
The Green Events Tool (GET) is an integrated web-based assessment platform conceived and designed to evaluate the sustainability and environmental performance of events. GET targets decarbonization and sustainable development by focusing on environmental impacts of conferences, meetings, exhibitions, trade fairs, sporting events, etc. From transportation and lodging to paper trails, catering and energy use, the GET provides an all-encompassing approach that identifies ways to host eco-friendly events with reduced carbon footprint and other impacts.

**Did you know?**
The largest footprint of your meeting will come from participants travelling by air! Business class travel is accountable for twice as much emissions as economy one as a larger flight area is occupied.

**Ready to reduce travel emissions?** We offer video-teleconferencing facilities, so you can reduce the number of in person participants and make your event greener.

**Did you know?**
An intercontinental flight in economy class typically produces 1 ton of CO2e emissions. 1 tree will absorb 1 ton of CO2 over its entire lifetime (40 years)!

**Want to make your event Climate Neutral?** Your event emissions can be offset through UNFCCC certified carbon credits.

**Did you know?**
Offsetting cost is affordable ranging from 0.40 to 9 USD per ton of CO2. Select your preferred project and boost the sustainability of your event!

**Carbon Accounting**

**Emissions offsetting**

**UN Carbon Offset Platform**

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**Green Tool**
The Green Events Tool (GET) is an integrated web-based assessment platform conceived and designed to evaluate the sustainability and environmental performance of events. GET targets decarbonization and sustainable development by focusing on environmental impacts of conferences, meetings, exhibitions, trade fairs, sporting events, etc. From transportation and lodging to paper trails, catering and energy use, the GET provides an all-encompassing approach that identifies ways to host eco-friendly events with reduced carbon footprint and other impacts.
Five Conference Rooms, equipped with simultaneous interpretation booths, can accommodate from 149 to 902 seated guests.

**CONFERENCE ROOMS**

**CONFERENCE ROOM 1**

- Capacity: 411
- Rostrum: 7
- Seats with Mic: 356
- Area: 785 M²
- Cost: USD 2,785/day

**ESCAP HALL**

- Capacity: 902
- Rostrum: 9
- Seats with Mic: 237
- Area: 1440 M²
- Cost: USD 4,180/day
**CONFERENCE ROOM 2**

- Capacity: 333
- Rostrum: 7
- Seats with Mic: 124
- Area: 785 M²
- Cost: USD 2,500/day

**CONFERENCE ROOM 3**

- Capacity: 259
- Rostrum: 9
- Seats with Mic: 78
- Area: 440 M²
- Cost: USD 1,820/day

**CONFERENCE ROOM 4**

- Capacity: 149
- Rostrum: 7
- Seats with Mic: 54
- Area: 350 M²
- Cost: USD 835/day
Equipped with audio-visual systems including LED video wall, projector system and microphones. Mobile interpretation booths could be installed in MR-A, MR-F, MR-G and MR-H at an additional cost.

- **Meeting Room A**
  - USD 360/day

- **Meeting Room B**
  - USD 140/day

- **Meeting Room C**
  - USD 112/day

- **Meeting Room D**
  - USD 112/day
MEETING ROOM E
USD 170/day

MEETING ROOM F
USD 250/day

MEETING ROOM G
USD 250/day

MEETING ROOM H
USD 335/day

ASIA-PACIFIC FOYER
USD 335/day
## MEETING ROOM CAPACITIES

<table>
<thead>
<tr>
<th>Room type</th>
<th>U-shape</th>
<th>Roundtable</th>
<th>Classroom</th>
<th>Theatre</th>
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</thead>
<tbody>
<tr>
<td>Meeting Room A</td>
<td>84</td>
<td>106</td>
<td>76</td>
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<tr>
<td>Meeting Room B</td>
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<td>Meeting Room C</td>
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<td>26</td>
<td>22</td>
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<tr>
<td>Meeting Room D</td>
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<td>22</td>
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<td>Meeting Room E</td>
<td>46</td>
<td>38</td>
<td>42</td>
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<tr>
<td>Meeting Room F</td>
<td>67</td>
<td>77</td>
<td>54</td>
<td>102</td>
</tr>
<tr>
<td>Meeting Room G</td>
<td>71</td>
<td>83</td>
<td>54</td>
<td>102</td>
</tr>
<tr>
<td>Meeting Room H</td>
<td>72</td>
<td>73</td>
<td>54</td>
<td>102</td>
</tr>
<tr>
<td>Asia-Pacific Foyer</td>
<td>44</td>
<td>58</td>
<td>52</td>
<td>88</td>
</tr>
</tbody>
</table>

* Please note that configuration requires advance planning and coordination.
**THEATRE**

Ideal for press conference and lectures.

- **Capacity:** 109
- **Area:** 143 M²
- **Cost:** USD 280/day

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**EXECUTIVE OFFICE SUITE**

Contains two offices, a bilateral meeting room, a board room and reception area.

- **Capacity:** 40
- **Area:** 135 M²
- **Cost:** USD 250/day

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**FOCUS BOOTHS**

Suitable for holding small consultations, brainstorming sessions, one-on-one conversations.

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**RECORDING STUDIO**

Equipped with chroma and green backdrop, teleprompter, microphone system and high definition camera for enhanced audio and video quality.
The Reception Hall and Delegates’ Lounges can be hired to host receptions, exhibitions and other social gatherings. Our in-house caterer offers various banqueting services. More information can be found at https://www.unescap.org/uncc/social-functions-and-catering

RECEPTION HALL

Area: 2,214 M²
Cost: USD 1,825/day

DELEGATES’ LOUNGES

LEVEL 1

Area: 1,065 M²
Cost: USD 1,220/day

LEVEL 2

Area: 973 M²
Cost: USD 1,220/day
DINING OPTIONS

Guests can enjoy meals, snacks and refreshments at the Rajapruek Lounge on the Ground Floor, and the international Cafeteria and the Café Doitung on Level 1.

OTHER AMENITIES

- Banking services (SCB)
- Top-of-the-line security
- Postal service (Thailand Post)
- Travel arrangements (GBT-AMEX)
## FACILITIES

<table>
<thead>
<tr>
<th>Room type</th>
<th>Area (M²)</th>
<th>Cost / day (USD)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESCAP Hall</td>
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<tr>
<td>Conference Room 1</td>
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<td>Conference Room 2</td>
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<td>Conference Room 3</td>
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<td>Conference Room 4</td>
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<td>Meeting Room A</td>
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<td>Meeting Room B</td>
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<td>Meeting Room E</td>
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<tr>
<td>Meeting Room F</td>
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<td>Meeting Room G</td>
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<tr>
<td>Meeting Room H</td>
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<td>Asia-Pacific Foyer</td>
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<tr>
<td>Theatre</td>
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<td>280</td>
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<td>Executive Office Suite</td>
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<td>Reception Hall</td>
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## Services

<table>
<thead>
<tr>
<th>Items</th>
<th>Price (USD)</th>
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<tr>
<td>Laptop / PC / Monitor</td>
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</tr>
<tr>
<td>Multi-function Printer (MFP)</td>
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<tr>
<td>LED TV 50” with stand</td>
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<tr>
<td>LED TV 85” with stand</td>
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<tr>
<td>Video Conference</td>
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<tr>
<td>Sound System</td>
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<tr>
<td>Podium with Microphone</td>
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<tr>
<td>Microphone with Stand</td>
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<tr>
<td>Wireless Handheld Microphone</td>
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<td>Video Recording</td>
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<td>Lighting rental package</td>
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<td>Mobile Interpretation Booth</td>
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<td>Mobile Interpretation System</td>
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<td>Interpretation, primary rate (day)</td>
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<td>Sign Language Interpretation (EA)</td>
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<td>Microsoft AI captioning OP (EA)</td>
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<td>Microsoft AI captioning set up (EA)</td>
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<td>Exhibition Panel</td>
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<td>Stationery Package</td>
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