

**Second meeting of the Working Group on the
Asia-Pacific Information Superhighway**

29-30 August 2016

Guangzhou, China

Delegate Handbook

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1. WELCOME AND INTRODUCTION

The Ministry of Industry and Information Technology of China welcomes delegates to the Second meeting of the Working Group on the Asia-Pacific Information Superhighway.

This Delegate Handbook provides general information on administrative and logistical arrangements as well as other relevant information for delegates. Questions or requests for further information should be addressed to the Local Secretariat noted in Section 3.

2. MEETING DATE AND VENUE

The Meeting will be held on 29-30 August 2016 in Guangzhou, China.

The venue hotel is:

Hotel Landmark Canton

Add: 8 Qiao Guang Road, Guangzhou 510115, China

Tel: +86-20-83355988

Web: www.hotel-landmark.com.cn

3. CONTACTS

For information on logistic arrangements or hotels/accommodation matters, please contact:

Local Secretariat

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4. ACCOMMODATION

Delegates are advised to stay in the meeting hotel. The room rate is RMB400/per night, including the breakfast and tax. Extra charge is to be born by delegates.

5. INTERNET ACCESS

Wireless Internet access (Wireless LAN) will be available at the meeting areas and guest rooms. Free fixed Internet is also available in guest rooms.

6. AIRPORT PICK-UP AND DROP-OFF

Delegations/Participants may reserve airport transportation through Local Secretariat. The rates are: RMB250 (4 seats) and RMB350 (7 seats) for SINGLE TRIP.

7. DRESSCODE

Business smart/casual is the acceptable dress code for the Meeting and all events.

8. GENERAL INFORMATION

8.1 Climate

August is the second hottest month of the year. The highest temperature at noon often hits above 35 °C (95 °F). The average low and high temperatures are respectively 25 °C (77 °F) and 33 °C (91 °F). It alternates between scorching hot and damp conditions, and there are occasional typhoons and heavy afternoon rainstorms. It rains most of the days of the month, and the average humidity is 82%.

8.2 Currency and Banking

The official currency of China is RENMINBI (RMB). Because retailers generally do not accept other currencies, it is necessary for visitors to change foreign currency into RMB in order to make cash payments.

ATMs are widely available in Guangzhou and can only be used to withdraw RMB.

Foreign currency can be exchanged at the airport or banks in the city. Although some hotels do offer currency exchange services for guests, they often lack favorable rates and only deal with select currencies.

The exchange rate as of 11 July 2016 is USD1 = RMB6.6843.

The normal banking hours in China is between 09:00 to 17:00, from Monday to Sunday.

Major credit cards such as MasterCard and Visa are generally accepted in China.

8.3 Electricity

The standard electricity supply in China is 220 volts AC, 50Hz. Delegates are advised to bring along converters or adaptor for compatibility with the

standard socket in China as shown below.



8.4 Local Time

The standard time in China is GMT +8 hours.

8.5 Mobile Operator

There are three mobile service operators in China which provide GSM/WCDMA, CDMA/CDMA2000 and LTE services. Delegates are advised to contact your local operator for international roaming service.

8.6 Tipping

Tipping is not customary in China.