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4 February 2014

English only

Economic and Social Commission for Asia and the Pacific

First Session of the Working Group on the
Asian and Pacific Decade of Persons with Disabilities, 2013-2022

25-26 February 2014
Incheon, Republic of Korea

Information for participants

I. General

1. The First Session of the Working Group on the Asian and Pacific Decade of Persons with Disabilities, 2013-2022, is scheduled to be held in Incheon, Republic of Korea, from 25 to 26 February 2014.
2. The opening of the Session will commence at 09:30 hours on Tuesday, 25 February 2014.

II. Session Venue

3. The Session will be held at the premises of the ESCAP Subregional Office for East and North-East Asia:

6th Floor Meeting Room
G-Tower
24-4 Songdo-dong, Yeonsu-gu
Incheon 406-840
Republic of Korea
인천광역시 연수구 송도동 24-4 아이타워 6 층 (Address in Korean)
Tel: +82 (32) 458-6600
Website: <http://northeast-sro.unescap.org>

III. Registration and identification badges

4. Participants are required to leave their identification at the front desk at the lobby of the G-Tower in exchange of an entry card, before they can take the elevator to the 6th floor, where the Session will be held.
5. Participants are then requested to register and obtain official badges at the registration desk on the 6th floor from 09:00 to 09:20 hours on the opening day of the Session.

6. For identification and security reasons, the Session badges should be worn visibly at all times during the Session and at social functions.

IV. Visa requirements

7. Every visitor to the Republic of Korea must have a valid passport and visa. Visitors with round-trip tickets from countries which have special agreements with the host country may be exempt from the visa requirement. Such visitors may stay in the Republic of Korea visa-free for periods up to 30 days or 90 days, depending on the type of agreement. For details of visa requirements, participants are advised to consult the local embassy/diplomatic mission of the Republic of Korea or visit the following website: www.immigration.go.kr/indeximmeng.html.

8. Visas will be issued by the embassies and/or diplomatic missions of the Republic of Korea.

V. Hotel accommodation

9. The Orakai Songdo Park Hotel has been designated as a recommended hotel by the host Government. It is located in relative proximity to the venue of the Session. The room rates indicated below are inclusive of service charge and value added tax.

Name and address	Distance to the venue (min.)	Room type	Daily room rates (KRW)	
			Single	Double
Orakai Songdo Park Hotel**** 151, Techno park-ro, Yeonsu-gu, Incheon, Republic of Korea Website: http://www.orakaihotels.com/songdo/eng/default.asp Tel: +82 (32) 210-7000 Fax: +82 (32) 210-7179	5 by car, 20~30 by walking	Deluxe	126,500	126,500
		Superior	159,500	159,500
		Premier Deluxe	181,500	181,500
		Suite 1 bed room	214,500	214,500

Note: 1) The above rates include a 10 per cent service charge and a 10 per cent value added tax (VAT).

2) Rates are subject to change without prior notice.

3) Breakfast is not included.

4) 1 USD = 1,066 KRW (As of 6 January 2014)

VI. Daily subsistence allowance and travel arrangements

10. Participants whose participation is sponsored by the Government of the Republic of Korea, through its Ministry of Health and Welfare, will be provided with a round-trip air ticket to Incheon, Republic of Korea, hotel accommodation and an adjusted daily subsistence allowance (DSA) in local currency, at the prevailing United Nations rate, for the duration of the Session.

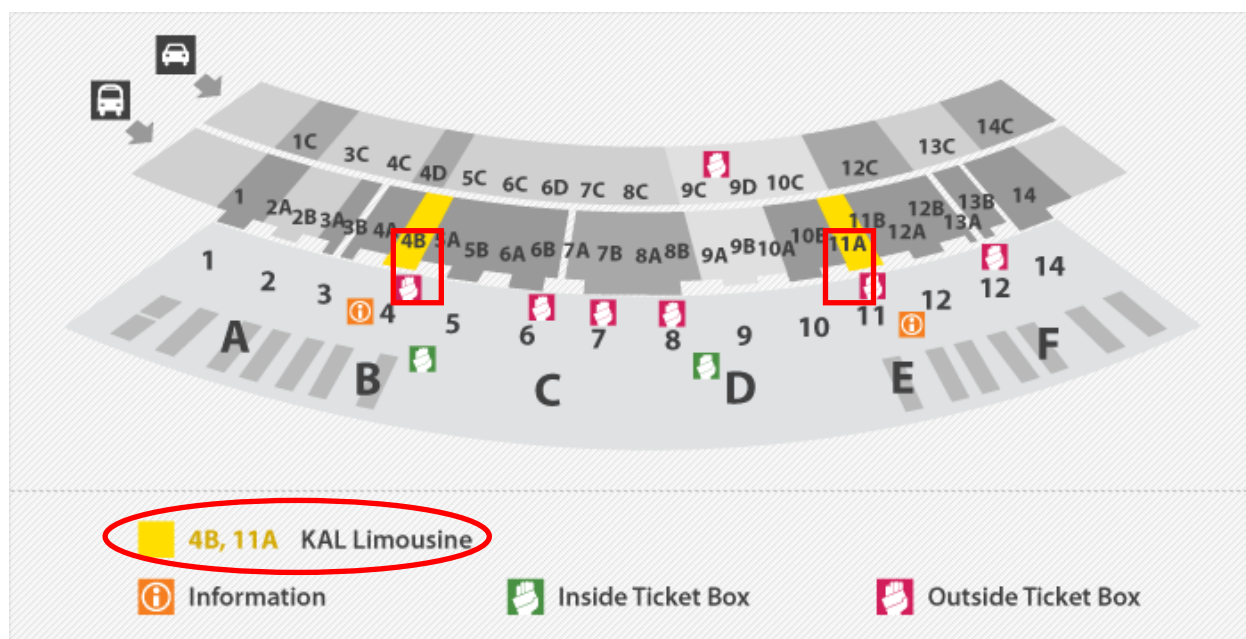
11. Travel arrangement of the above-mentioned participants will be made by the Ministry of Health and Welfare, Republic of Korea. The focal point of the Ministry of Health and Welfare, as indicated in paragraph 27, will be in direct contact with the participants for further details.

V. Local Transportation

12. Participants should arrange their own transportation from the airport to the Orakai Sondo Park Hotel. Limousine, metered-taxi and bus services are readily available at the airport. For information on transportation, please visit the following website: <http://www.airport.kr/eng/>

[KAL Limousine Bus]

Route	Operating Hours	Traveling Time	Fare (KRW)	Bus Stop
6707B (Incheon International Airport→ Sheraton Incheon Hotel)	05:43-22:10 (20-50 mins intervals)	30 mins	7,000	1 st Floor 4B, 11A
Incheon Airport -> Hyatt Incheon Hotel → Korea Coast Guard -> Orakai Songdo Park Hotel → Songdo Bridge Hotel → Sheraton Incheon Hotel				



[KAL Limousine Bus_ Timetable]

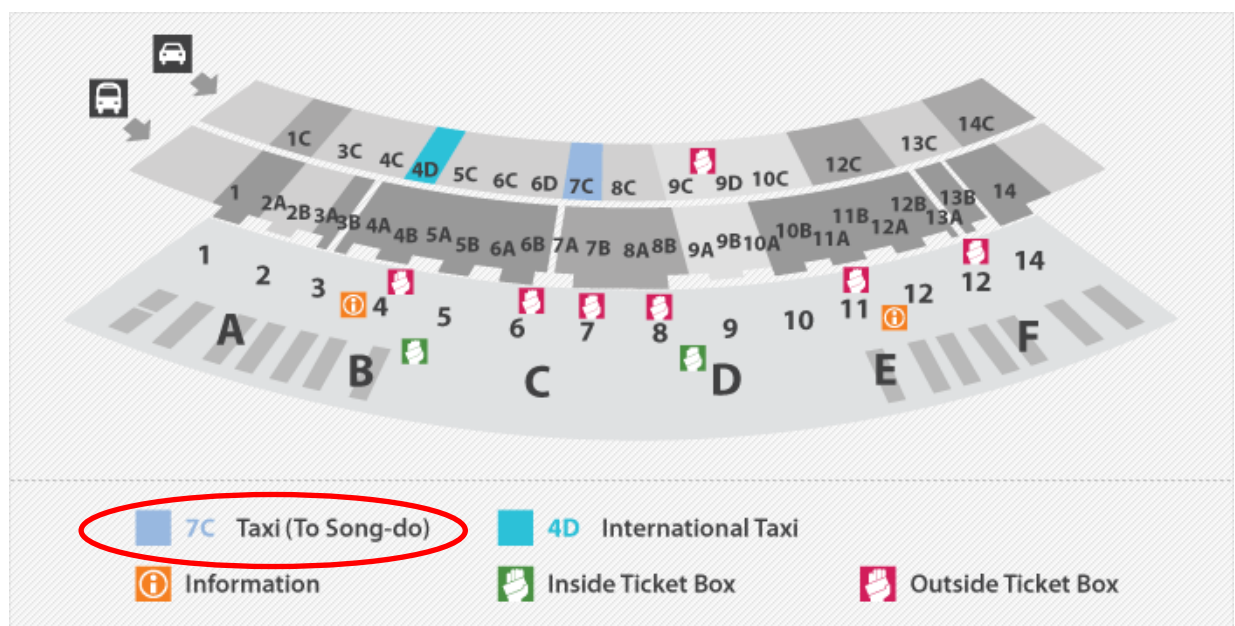
Incheon Airport → Orakai Songdo Park Hotel				
05:43	06:18	06:53	07:33	08:13
08:58	09:38	10:23	11:13	12:03
12:53	13:43	14:33	15:23	16:13
17:03	17:43	18:22	19:03	19:53
20:40	21:30	22:10		
Orakai Songdo Park Hotel → Incheon Airport				
04:56	05:16	05:36	06:16	06:51
07:26	08:06	08:46	09:31	10:11
10:56	11:46	12:36	13:26	14:16
15:06	15:56	16:46	17:36	18:16
18:56	19:36	20:26		

* Please be advised that actual times may vary depending on traffic conditions.

[TAXI]

There are two kinds of taxis-regular and deluxe. Fares are based on a combination of distance and time. If you ride a regular taxi between midnight and 4 am, you will pay 20 per cent more than regular fares.

Taxi Stands	Taxi Stand for Songdo (Orakai Songdo Park) area is located on the arrival level (1F) at the passenger terminal platform 7C.
Estimated travel time	About 20-25 min.
Travel distance	About 25.0 km/15.54 miles
Main route	Incheon International Airport Terminal – Incheon International Airport Expressway – Sinbul IC – Incheon Bridge – Songdo Second Bridge – Orakai Songdo Park Hotel
Taxi Fare	About USD 30-35 for regular taxi About USD 70-80 for deluxe taxi



13. For participants who are wheelchair users, a wheelchair-accessible shuttle bus service will be provided from the airport to the Orakai Songdo Park Hotel before the Session and back to the airport after the Session, as well as for the duration of the Session.

14. Participants will be provided with a shuttle bus service from the Orakai Songdo Park Hotel to the Session venue in the mornings, and from the Session venue back to the hotel in the evenings. More information on the shuttle bus schedule will be provided upon your check-in at the hotel.

15. Participants staying at hotels other than the Orakai Songdo Park Hotel will be responsible for arranging their own transportation between their respective hotels and the Session venue.

VIII. Foreign exchange facility

16. The currency of the Republic of Korea is Won, which comes in 1,000, 5,000, 10,000 and 50,000 denomination, and 10, 50, 100 and 500 coins. The exchange rate is subject to market fluctuations and is trading at approximately 1,066 won per United States dollar as of 6 January 2014.

IX. Insurance

17. Neither the Ministry of Health and Welfare, Government of the Republic of Korea, nor ESCAP will be responsible for personal accidents or damage to the private property of participants. Participants are advised to make their own arrangements for personal insurance.

X. Health and vaccination

18. No vaccinations are required in order to enter the Republic of Korea.

19. Indoor smoking is strictly prohibited in the Session venue and in most buildings and public places in the Republic of Korea. Participants are allowed to smoke only in designated smoking areas outside the Session venue.

XI. Session documentation

20. A meeting folder containing the Session documents will be distributed to the participants of the Session upon registration.

XII. Language

21. The Session will be conducted in English.

XIII. General Information

A. Weather and temperature

22. At the time of year when the Session is being held, Incheon's daytime temperature usually ranges from 2°C to 7°C; the night-time temperature usually ranges from -3°C to 0°C

B. Time

23. Incheon time is nine hours ahead of Greenwich Mean Time (GMT+9).

C. Electricity supply

24. The standard electricity supply is 220 volts AC (Type C plug), 60 Hz; the primary socket types are Europlug and Schuko.



D. Useful numbers

Airlines

Air China	+82 (32) 744-3255~8
Asiana Airlines	+82 (32) 744-2132~3
Cathay Pacific Airways	+82 (32) 744-6777
Emirates	+82 (32) 743-8101
Japan Airlines	+82 (32) 744-3601~3
Korean Air	+82 (32) 742-7654
Lufthansa	+82 (32) 744-3400
Orient Thai Airlines	+82 (32) 743-1014
Singapore Airlines	+82 (32) 744-6500~2
Thai Airways International	+82 (32) 744-3571

Taxi service (Incheon City accredited) 1577-5588 (toll free)

Incheon International Airport +82 (32) 741-0114

More information about Incheon International Airport is available at www.iiac.kr/eng.

Emergency numbers

Crime reporting and police: 112

Fire and medical service: 119

First aid: 129

25. For further updates on the Session, please visit: <<http://www.unescapsdd.org/events/first-session-working-group-asian-and-pacific-decade-persons-disabilities-2013-2022>>.

26. Participants with specific queries about the Working Group Session may contact the Social Development Division, as indicated below:

Social Development Division
Economic and Social Commission for Asia and the Pacific
United Nations Building
Bangkok 10200
Thailand
Tel: (662) 288-1513
Fax: (662) 288-1030, 288-3031
Email: sdd-escap@un.org

27. Participants with specific queries regarding local logistics may contact the focal point at the Korea Disabled People's Development Institute, as indicated below:

Ms. Young Soon Park
Chief of Welfare and PR team
Korea Disabled People's Development Institute (KODDI)
E-Room Center, 22 Yeosadangro, Yongdeungpogu, Seoul
Republic of Korea
Tel: (822) 3433-0640
Fax: (822) 412-0463
Email: youngpark@koddi.or.kr