



FOR PARTICIPANTS ONLY

30 May 2017

**UNITED NATIONS
ECONOMIC AND SOCIAL COMMISSION FOR ASIA AND THE PACIFIC
in collaboration with
THE MINISTRY OF ENVIRONMENT OF THE REPUBLIC OF KOREA**

The Twelfth Policy Consultation Forum of the Seoul Initiative Network on Green Growth:
Promoting Nexus Approaches for Sustainable and Resilient Societies
21-23 June 2017
Conrad Seoul Hotel, Republic of Korea

INFORMATION NOTE FOR PARTICIPANTS

<1st Circular>

1. GENERAL

The Twelfth Policy Consultation Forum of the Seoul Initiative Network on Green Growth: *Promoting Nexus Approaches for Sustainable and Resilient Societies* scheduled to be held on 21-23 June 2017 in Seoul, Republic of Korea. The forum will be opened at 10 a.m. on Wednesday 21 June 2017, in the Grand Ballroom on the 3rd floor of Conrad Seoul Hotel.

2. REGISTRATION

Participants are requested to register from 09:30 to 10:00 hours on Wednesday, 21 June 2017. Participants who are not able to register before the commencement of the forum are requested to do so during the meeting to ensure that their names appear on the list of participants.

3. WORKING LANGUAGE

The forum will be conducted in English and all documentation will be written in *English*. There will be *no* translation/interpretation services available.



4. VENUE AND SCHEDULE OF MEETING

Venue:

- Conrad Seoul Hotel (Tel: +82-2-6137-7000 / Fax: 82-2-6137-7001)
- Address: 10 Gukjegeumyung-ro(Yeouido), Yeongdeungpo-gu, Seoul, Republic of Korea, 07326
- Website: <http://www.conradseoul.co.kr>

Schedule of Meeting:

The tentative schedule is as follows:

The 12th Policy Forum of the SI

- (a) Opening of the 12th Policy Forum at 10:00 on 21 June 2017 in the Grand Ballroom, 3rd Floor, Conrad Seoul Hotel in Seoul.
- (b) On 22-23 June, there will be site visiting around Seoul and suburban area. More information will be provided later.

In addition, lavish coffee breaks and luncheon, hosted by the Minister of the Environment of the Republic of Korea, will be provided to all participants on 21 June 2017, and also the CEO of the Korea Environment Corporation (K-eco, SINGG Secretariat) will invite all participants to Welcome Dinner on 21 June 2017.

5. IMMIGRATION REQUIREMENT

All participants are requested to obtain visa on their own since UNESCAP is not able to provide any visa assistance for this meeting. Participants should obtain appropriate entry visas to the Republic of Korea. You are advised to contact the Consulate General or the Embassy of the Republic of Korea to confirm your entry requirements, as they are subject to change. Please refer to the Korea e-Government website at "http://www.hikorea.go.kr/pt/main_en.pt > Information > Immigration Guide > VISA" for detailed information.



Countries that are granted visa-free entry for diplomatic, government official and general passport holders: Designated Visa-free entry (Allowed up to 30 days of visa-free sojourn for tourism or visitation).

Continent	Countries
Asia	Bahrain, Brunei, Hong Kong (90 days), Japan (90 days), Kuwait (90 days), Macau (90 days), Oman, Qatar, Saudi Arabia, Taiwan(90 days) * Indonesia and Lebanon are regarded as countries that are granted visa-free entry for diplomatic and government official passport holders
North America	Canada (6 months), United States (90 days)
South America	Argentina, Ecuador (90 days), Guyana, Honduras, Paraguay
Europe	Albania, Andorra, Bosnia-Herzegovina, Croatia (90 days), Cyprus, Monaco, Montenegro, San Marino, Serbia (90 days), Slovenia (90 days), Vatican
Oceania	Australia (90days), Fiji, Guam, Kiribati, Marshall Islands, Micronesia, Nauru, New Caledonia, Palau, Samoa, Solomon Islands, Tonga, Tuvalu
Africa	Egypt, Mauritius, Seychelles, South Africa, Swaziland

Countries under Visa Waiver Agreements (as of February 2017)

Countries under visa waiver agreement are permitted to enter Korea without a visa as long as the purpose of their visit is tourism or temporary visit

(http://www.hikorea.go.kr/pt/en/info/popup/icis/VisaWaiver_pop.htm).

Country	Applicable Passports	Maximum Period of Stay
ARMENIA	Diplomatic, Official passport	90 days
BANGLADESH	Diplomatic, Official passport	90 days
CAMBODIA	Diplomatic, Official passport	60 days
CHINA	Diplomatic, Official passport	30 days
GEORGIA	Diplomatic, Official passport	90 days
INDIA	Diplomatic, Official passport	90 days
IRAN	Diplomatic, Official passport	3 Months
KAZAKHSTAN	Ordinary, Diplomatic, Official passport	Ordinary: 30 days, Diplomatic, Official passport: 90 days
KYRGYZSTAN	Diplomatic, Official passport	30 days



LAO PDR	Diplomatic, Official passport	90 days
MALAYSIA	Ordinary, Diplomatic, Official passport	3 Months
MONGOLIA	Diplomatic, Official passport	90 days
MYANMAR	Diplomatic, Official passport	90 days
PAKISTAN	Diplomatic, Official passport	3 Months
PHILIPPINES	Diplomatic, Official passport	Unlimited
TADZHIKISTAN	Diplomatic, Official passport	90 days
THAILAND	Ordinary, Diplomatic, Official passport	Ordinary: 90days, Diplomatic · Official passport: Unlimited
TURKEY	Ordinary, Diplomatic, Official passport	3 Months
TURKMENISTAN	Diplomatic passport	30 days
UZBEKISTAN	Diplomatic passport	60 days
VIETNAM	Diplomatic, Official passport	90 days

6. HOTEL BOOKING

A special rate has been negotiated for participants. The negotiated rate at Conrad Seoul Hotel is 225,500 KRW (approx. 199 USD) for single room (including all taxes and breakfast buffet) per night. To obtain the special rate, reservation must be made through the SINGG Secretariat (K-eco). To ensure the availability of hotel room, booking request must be submitted to SINGG Secretariat **no later than 2 June 2017**. For hotel booking and further information please contact or send requests to SINGG Secretariat.

Ms. Da Yeon Kim at E-mail: ddangsuho@keco.or.kr

Tel: +82-32-590-3177 / Fax: +82-32-590-3189

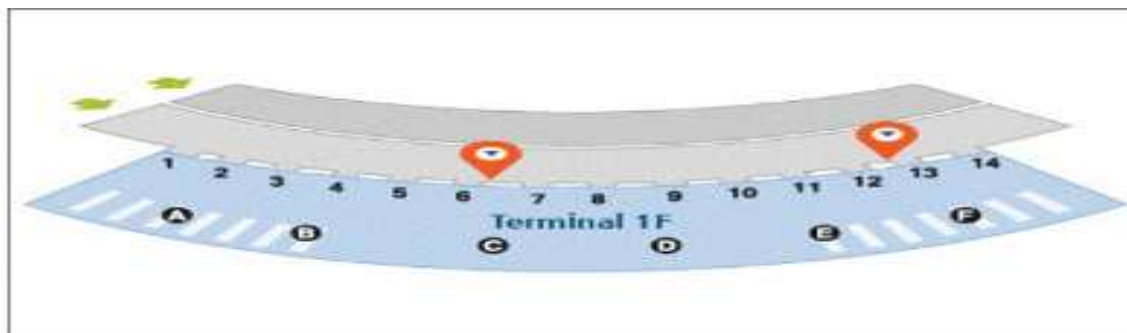
For those **participants who are supported by KME**, the SINGG Secretariat will make **necessary arrangements for hotel booking**.

7. TRANSPORT ARRANGEMENTS

For those **participants who are supported by KME**, the SINGG Secretariat will make necessary arrangements for itinerary to Incheon Int'l Airport. Those participants are kindly advised to consult with the SINGG Secretariat (ddangsuho@keco.or.kr) when received the Acceptance Letter of the 12th Policy Consultation Forum of the SINGG from ESCAP Secretariat.

And general participants should make the **Incheon Int'l Airport as final destination** of your journey.

From Incheon Int'l Airport, KAL Limousine buses are running every 20 minutes to Conrad Seoul Hotel in Yeongdeungpo-gu. To take the bus to the Hotel, participants are required to head to Exit **6B or 13A on the level 1 and take the Airport Limousine bus (6030)**. Fare is **15,000 KRW** and can be paid on board so please be aware that *money exchange will be needed in advance*. The journey will take about one hour (50-60 min.) if there's no traffic jam.



Incheon International Airport – Airport Limousine Bus (6030)

Fare	15,000won		
Duration	approximately 50 minutes(Hotel - Incheon Airport)		
	Hotel	Inside the IFC Seoul Conrad Hotel	
Bus Stop	Incheon Airport	6B, 13A	
	Hotel	30 minute interval	05:00 ~ 20:51
Schedule	Incheon Airport	30 minute interval	06:30 ~ 23:00
Ticket	Hotel	Front Desk	82-2-6137-7000
reservation/	Incheon	Airport Limousine Bus Stop,	82-32-743-7600
purchase	Airport	East/West Side Limousine Center	82-2-2664-9898

8. DAILY SUBSISTENCE ALLOWANCE

Participants whose travel is sponsored by the organizers (ESCAP & Ministry of Environment of the Republic of Korea (KME)) will be provided with a daily subsistence allowance for the duration of the meeting.

In order to facilitate payment of subsistence allowance, eligible participants are requested to bring



their **photocopy of passports, air tickets and boarding pass to the registration desk when registering for the 12th Policy Forum of SINGG.**

The organizers of the meeting will not assume any responsibility for any other expenditure, including the following:

- (i) All expenses in the home country incidental to travel abroad, including expenditure for visa, medical examination, inoculations and other such miscellaneous items and internal travel to and from the airport of arrival and departure in the home country;
- (ii) Salary and related allowances for the participants during the period of the meeting;
- (iii) Costs incurred by participants in respect of travel insurance, accident insurance, medical bills or hospitalization fees in connection with attending the meeting;
- (iv) Compensation in the event of death or disability of participants in connection with attending the meeting;
- (v) Any loss of or damage to personal property of participants while attending the meeting or losses or damages claimed by third parties as a result of any negligence on the part of the participants; and
- (vi) Any other expenses of a personal nature, not directly related to the purpose of the meeting.

9. ABOUT THE HOST COUNTRY - REPUBLIC OF KOREA

A. Overview

Once known as the Land of Morning Calm, the Korean Peninsula now thrives with commerce and trade. The country has hosted many major global events such as the 1988 Olympics, 1986 and 2002 Asian Games, 2002 FIFA World Cup, and G 20 in 2010.

The Korean Peninsula lies adjacent to China and Japan. To be exact, the shortest distance between Korean and Chinese Coasts is 200 km. From the southeastern tip of the peninsula, the nearest point on the Japanese coast is also 200 km away. Korea's 99,500 sq km-territory is populated by 51.7 million people (as of 2017).

Administratively the Republic of Korea consists of nine provinces; the capital Seoul and six metropolitan cities of Incheon, Busan, Daegu, Gwangju, Daejeon and Ulsan. In total, there are 83 cities.



B. Geography and Location

The Korean Peninsula extend southward from the north-eastern part of the Asian continent between latitudes 33 and 43 degrees North, and longitudes 124 and 131 degrees East. The standard meridian of the Peninsula is 135 degrees. The Amnok and Tuman Rivers border both China and the Russian Federation to the north, and Japan lies to the East.

C. Climate

The Republic of Korea has four distinct seasons. Spring and autumn are rather short, summer is hot and humid, and winter is cold and dry with abundant snowfall, especially in the mountainous regions, but not along the southern coast. Temperatures differ widely from region to region within the Republic of Korea, with the average being between 10°C (50°F) and 16°C (61°F).

D. Weather in Seoul

The month of June in Seoul is a beginning of summer season during the year. The average temperature is approximately 25°C (77°F). The average rainfall is about 133.2mm. Light, short shirts or blouses with light cardigan are sufficient.

E. Electricity Supply: The standard electricity supply is 220V.

F. Currencies: The unit of Korean currencies is the won. 1 USD is approximately equal to KRW 1,135won (as of 13 April 2017). Currency exchange counters are available in the Airport and in the hotels.

10. OFFICERS CONCEREND WITH SERVICING THE MEETING

For further information concerning the arrangements for the meeting, please feel free to contact:

UNESCAP	SINGG Secretariat
Mr. Kim, Goeung Expert on Environment Policy Environment and Development Division Tel.: (662) 288 1525 Fax: (662) 288 1025 (Dir), 288-1059 E-mail: king@un.org	Mr. Jung, Yongguk SINGG Secretariat Tel.: (82 32) 590 3174; Fax: (82 32) 590 3189 E-mail: narain@keco.or.kr

<p>Ms. Wipavee Kasemsawasdi Staff Assistant, EDPS/EDD Tel. : (662) 288 1770 / Fax: (662) 288 1025 E-mail : escap-esdd-evs@un.org</p>	<p>Ms. Kim, Da Yeon SINGG Secretariat Tel.: (82 32) 590 3177; Fax: (82 32) 590 3189 E-mail: ddangsuho@keco.or.kr</p>
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11. MAP OF THE VENUE

A. Location of Seoul and the Venue (Conrad Hotel in Seoul)

