International Civil Aviation Organization

UNIVERSAL SAFETY OVERSIGHT AND AUDIT PROGRAMME (USOAP) CONTINUOUS MONITORING APPROACH (CMA) REGIONAL WORKSHOP FOR THE APAC REGION

(Bangkok, Thailand, 2 to 4 February 2016)

WORKSHOP BULLETIN

1.   DATE AND VENUE

1.1   The Universal Safety Oversight and Audit Programme (USOAP) Continuous Monitoring Approach (CMA) Regional Workshop for the APAC Region will be held at the ICAO Asia and Pacific Regional Office from 2 to 4 February 2016.

1.2   The daily schedule of the Workshop is from 0900 hours to 1630 hours with a tea/coffee break in the morning and afternoon and a mid-day break for lunch.

1.3   The ICAO Asia and Pacific Office, Bangkok is located at 252/1 Vibhavadi-Rangsit Road, Chatuchak, next to the Petroleum Authority of Thailand (PTT) Headquarters and opposite the Centara Hotel (former Sofitel Central Plaza Bangkok). It is about 35 km from the Suvarnabhumi International Airport and about 12 km. from the Sukhumvit Road. Location of the Regional Office and the route map of the Bangkok Mass Transit System (BTS, also known as the *Skytrain*) and MRT Sub-way system (the *Underground Metro)* are published on the APAC website http://www.icao.int/APAC/Pages/info-for-visitors.aspx; under the heading "*Information for visitors*".

2.   REGISTRATION OF PARTICIPANTS

2.1   Participants are requested to register at the Registration Desk in the reception area of the Kotaite Wing between 0800 and 0900 hours on the opening day of the Wokshop. Participants are also requested to wear the identification badge all the time while inside the ICAO premise.

3.   OFFICERS AND SECRETARIAT CONCERNED

3.1   Please contact Mr. Kong Cheong Tuck, Flight Safety Expert, ICAO Asia and Pacific Office. The daily services are the responsibility of Ms. Aemiga Sirivichitvorakarn, Programme Assistant to Flight Safety Section.

Any inquiries related to the Seminar should be addressed to:

Fax:	+66 (2) 537-8199
E-mail:	apac@icao.int;
Copy to:	ckong@icao.int; asirivichitvorakarn@icao.int;

4. PASSPORT, VISA AND CUSTOMS

4.1   Participants may wish to obtain information on Thailand entry requirements by accessing the web page http://www.mfa.go.th

4.2   International certificates of vaccination against yellow fever are required if arriving within 6 days after leaving or transiting through an infected area. Participants must be medically fit and in possession of medical insurance coverage to meet expenses for any sickness or medical emergency during your stay in Thailand.

4.3   There are no restrictions on import of foreign currency. However, if the amount exceeds US$10,000 it must be declared on entry. Foreign currencies may be taken out of the country up to the amount imported and declared. (Current exchange rate US$1 = Baht 32 approx).

5. HOTEL RESERVATIONS AND TRANSPORTATION

5.1   Information giving the details of the address, fax number, tariff, etc. of hotels is provided at ICAO APAC website http://www.icao.int/APAC/Pages/info-for-visitors.aspx (under "*Information for visitors*"). Participants should contact the hotel directly for reservation.

5.2   Participants are required to make their own arrangements for transportation from the Airport to the city. Airports of Thailand (AOT) operate limousine services from the Airport to downtown Bangkok, at about Baht 1500 per vehicle. Public taxi meter service called "Suvarnabhumi Airport Taxi Center" is also available at the Arrival of the Airport. In addition to the fare indicated in the taximeter, 50 Baht extra surcharge is required to be paid for hiring a taxi from Airport to city plus express way toll charges if any. The Bangkok Mass Transit Authority operates Airport Bus service to the city centre.

5.3   When departing, the hotel can arrange for transportation to the airport, at the expense of the participant. Public taxis, which are less expensive than hotel taxis, are also available. Most taxis have a fare meter and these should be used.

5.4   Participants are requested to make their own arrangements for transportation from their hotels to the ICAO Asia and Pacific Office, Bangkok venue of the course.

5.5   The nearest BTS (Skytrain) station to the ICAO Asia and Pacific Office, Bangkok is Mo Chit. From Mo Chit station, a taxi to the Regional Office will cost approximately Baht 45.00. Instruction to be given to the taxi driver in Thai language is provided on the ICAO APAC website.

5.6   The nearest MRT sub-way station to ICAO Asia and Pacific Office is Phahon Yothin. At the station, take Exit No. 3 and walk through the small park and then over the Vibhavadi-Rangsit Road on the pedestrian overpass.

5.7   Participants are requested to ensure that their return bookings are confirmed as required.

6.   **OTHER USEFUL INFORMATION**

6.1   Time in Thailand is 7 hours ahead of Co-ordinated Universal Time (UTC+7).

6.2   International credit cards such as American Express, Diners Club, Visa, Master Card, etc. are normally accepted at major hotels and department stores.
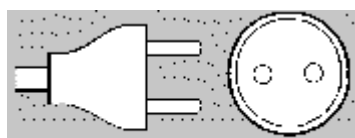
6.3   All commercial banks exchange major foreign currencies and are open from 0830 to 1530 hours from Monday through Friday and some keep the foreign exchange counter open until 2000 hours during weekdays. Foreign exchange counters operated by various commercial banks are located at several places in the city and are also open during Saturdays and Sundays and on public holidays from 1000 to 2000 hours. To change travellers' cheques you are required to show your passport.

6.4   Information about Bangkok climate can be found on the ICAO APAC website. More weather information including 5-day forecasts can be obtained from the web site of the Thai Meteorological Department: www.tmd.go.th.

6.5   Most hotels add a 10% service charge to the room rate in addition to the government tax of 7%. Baggage boys at hotel expect at least Baht 20. At restaurants, a tip of about 10% is expected unless a service charge has been added to the bill.

6.6   Although the tap water in Bangkok is chemically treated, it is recommended to drink only bottled water and beverages.

6.7   The type of electrical plug and socket typically used in Thailand is two parallel prongs:

Plug Type C

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