

**COM CO-ORDINATION MEETING**

**PEOPLE'S REPUBLIC OF CHINA**

**NEPAL AND AND MYANMAR**

*(Kunming, China, 6 – 7 March 2013)*

**MEETING BULLETIN**

**1. Schedule of Meeting**

1.1 The COM Coordination Meeting will be held at Kunming Yunnan Convention Resort Kunming, China located at Ma Street Shian Road, Xishan District, Kunming, Yunnan Province, China. The telephone number of the venue is +86 (0871) 6817-5959, fax number is +86 (0871) 6817-1167.

1.2 The meeting will commence at 1000 hours on Wednesday, 6 March 2013. The programme for the remainder of the meeting will be announced during the meeting.

**2. Registration of participants**

2.1 Participants are requested to register at the Registration Desk in the front of the Meeting Room from 0930 hrs. on the first day of the meeting. Participants are also requested to wear the identification badge, which will be issued to them at the Registration Desk.

**3. Passport and Visa and Customs**

3.1 All foreign nationals entering China must possess valid passports. It is suggested that all participants consider obtaining official visas from the Chinese Embassy or Consulate prior to their arrival in China.

3.2 The following items can be brought in duty free:

- a) Personal effects such as clothing etc.
- b) 400 cigarettes;
- c) 2 bottles of alcoholic beverages; and
- d) Perfume for personal use

3.3 There are no restrictions on the import of foreign currency. However, when leaving China, you are not allowed to take money, which exceeds the amounts you declared when entering. (Current exchange rate US\$ 1 = 6.2 Chinese Yuan approx.)

#### **4. Hotel Reservations, Arrival and Departure**

4.1 Information giving the details of recommended hotel is given below. It is strongly recommended to stay in the hotel where the meeting will be held. Please contact directly Mr. Wang Tianyu, Assistant of CNS Division of ATMB at telephone number +86 (10)8778-6968 and E-mail address at: [wangtianyu@atmb.net.cn](mailto:wangtianyu@atmb.net.cn) with a copy to [PLi@icao.int](mailto:PLi@icao.int) The detailed contact information and name of focal contact at the Southwest Regional ATMB in Kunming is Mr. Lu Sifan (telephone number +86 (0871) 6711-9049/+86-138 8863-2637) . Hotel reservation can be made with assistance of local focal contact point.

<b>Hotel Name</b>	<b>Room Category</b>	<b>Rates In CNY</b>
Kunming Yunnan Convention Resort Grand Hotel  Tel: +86 (0871)68175959 Fax: +86 (0871)68175507  <b>Address:</b> Ma Street Shian Road, Xishan District, Kunming China.	Standard Room , +Breakfast, +15% service	500
	Deluxe Single Room, +Breakfast, +15% service	550
	Deluxe Suite Room, +Breakfast, +15% service	1480

4.2 Participants are requested to make their own arrangement for transportation from the airport and hotel.

#### **5. Meeting Documents, Papers for distribution**

5.1 Participants wishing to present papers are requested to submit them as early as possible to the ICAO Secretariat via e-mail **by 1 March 2013.** The e-mail address is: [APAC@icao.int](mailto:APAC@icao.int) and [PLi@icao.int](mailto:PLi@icao.int) so that they can be distributed in a timely manner.

#### **6. Other Useful Information**

6.1 Weather in March in Kunming is comfortable. Day temperature is around 15 - 20 Degrees Centigrade.

6.2 Time in Kunming is 8 hours ahead of Coordinated Universal Time (UTC +8).

6.3 International credit cards such as Visa, American Express etc. are normally accepted at the recommended hotel.

6.4 All commercial banks, such as the Bank of China, exchange foreign currencies such as Euro, US Dollar and are open from 0900 to 1600 hrs. from Monday to Friday. Foreign exchange counters are also operated by all major hotels. To change travellers' cheques you will be required to show your passport.

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