

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
ASIA AND PACIFIC OFFICE**

**THE SECOND MEETING OF THE AIR TRAFFIC MANAGEMENT SUB-GROUP
(ATM/SG/2) OF APANPIRG**

(Hong Kong, China, 04 – 08 August 2014)

INFORMATION BULLETIN

1. Venue and Schedule of the Meeting

- 1.1 The Second Meeting of the Air Traffic Management Sub-Group (ATM/SG/2) of APANPIRG will be held at the Civil Aviation Department Headquarters, 1 Tung Fai Road, Hong Kong International Airport, Lantau, Hong Kong, from Monday, 4 August to Friday, 8 August 2014. The meeting will start at 0900 hours each day.

2. Registration of Delegates

- 2.1 Delegates are requested to register at the Registration Desk located at the entrance of the Office Building of Civil Aviation Department Headquarters between 0830 and 0900 hours on the opening day of the Meeting (4 August 2014).
- 2.2 Designated badges will be issued to delegates after registration. Delegates are required to wear the badges throughout the period of the Meeting for easy identification.

3. Useful Travel Information

3.1. Visa and Entry Requirements for Hong Kong

Visitors from most countries do not require a visa but some do. Please check with the Immigration Department, Hong Kong, China (www.immd.gov.hk) on the Visit Visa, Entry Permit Requirements and the length of stay permitted in Hong Kong applicable to you.

You can also obtain further advice from the Diplomatic or Consular Mission of the PRC established in your State

Currency and Credit Cards

The Hong Kong Dollar is pegged to the US Dollar at HK\$7.8 to US\$1. Hong Kong has a comprehensive ATM network and Credit Cards are widely accepted.

3.2. Language

The official languages are Chinese (Cantonese) and English (widely spoken in the service industry).

3.3. Weather

Weather information including 7-day forecast can be obtained from the website of the Hong Kong Observatory:

<http://www.hko.gov.hk/contente.htm>

3.4. Electricity

Electricity is 220 volts, 50Hz. Most sockets accept rectangular blade plugs (UK style). A picture of the plug can be found in <http://electricaloutlet.org/type-g>.

3.5. Water

Water from public mains meets international health standards. Electric kettles are available in most hotels. Bottled water is readily available in local convenient stores and supermarkets.

3.6. Telephone

Public pay telephones accept coins, credit cards or phone cards. Phone cards as well as SIM cards for mobile phones can be purchased at convenience stores.

3.7. Tipping

Most hotels and restaurants add a 10% service charge to bills. Some people reward good service with an additional 5% and give porters and the like a small tip. Rounding the taxi fare up to the nearest dollar as a small tip is a common practice.

3.8. Time Zone

Hong Kong is eight hours ahead of Coordinated Universal Time (UTC +8).

3.9. Other Useful Information

Discover Hong Kong (www.discoverhongkong.com) is a website hosted by the Hong Kong Tourism Board which provides other useful information.

4. Hotel

A list of hotels located within close proximity of the Meeting Venue is provided in Appendix for reference. For access to the Meeting Venue from these hotels, delegates may take a short bus (Bus Route no. S1) trip or taxi trip (5-10 minutes).

For information on other hotels, delegates may refer to the comprehensive list of hotels in Hong Kong which can be found in the website hosted by the Hong Kong Tourism Board (<http://www.discoverhongkong.com/eng/accommodation/index.jsp>).

For delegates who would stay in downtown such as Kowloon, the most direct route to the Meeting Venue would be to take the Mass Transit Railway (MTR) Tung Chung Line train to Tung Chung Railway Station, or the Airport Express (AEL) train to the Airport Station, then bus (Bus Route no. S1) or taxi.

A map depicting the respective positions of the Meeting Venue, nearby hotels and the railway stations is attached for reference.

5. Further Information

- 5.1. While delegates are expected to make their own visa / transport / hotel accommodation arrangements, any enquiries regarding this information bulletin and the logistics arrangements for the Meeting are welcomed. For further information, please contact the following officers of Air Traffic Management Division, Civil Aviation Department, Hong Kong, China at:

Mr. Bill Leung

Phone: (852) 2910 6288

Fax: (852) 2910 1655

Email: bchleung@cad.gov.hk

Ms. Sarah Wong

Phone: (852) 2910 6494

Fax: (852) 2910 1655

Email: ssnwong@cad.gov.hk

- 5.2. A meeting website is under development and will be available to provide further updates on the meeting and logistics arrangements one month before the meeting. It can be accessed via the Civil Aviation Department website at <http://www.cad.gov.hk/english/home.html>. Participants are encouraged to visit the website regularly for the latest updates and information.

HOTEL INFORMATION
(in alphabetical order)

Hotel Name	Contacts
Hong Kong SkyCity Marriott Hotel	1 Sky City Road East Hong Kong International Airport Telephone : +852 3969 1888 Fax : +852 3969 2288 Website : www.skycitymarriott.com Email : reservations.hkgap@marriott.com
Novotel Citygate Hong Kong	51 Man Tung Road Tung Chung, Hong Kong Telephone : +852 3602 8888 Fax : +852 3602 8899 Website : www.novotel.com/6239 Email : H6239@accor.com
Regal Airport Hotel	9 Cheong Tat Road Hong Kong International Airport Telephone : +852 2286 8888 Fax : +852 2286 8686 Website : www.regalhotel.com Email : stay@airport.regalhotel.com

Respective positions of the Meeting Venue, nearby hotels and the railway stations

