

INTERNATIONAL CIVIL AVIATION ORGANIZATION  
ASIA AND PACIFIC OFFICE

**ICAO REMOTELY PILOTED AIRCRAFT SYSTEMS (RPAS) WORKSHOP**

*(Bangkok, Thailand, 21 – 23 November 2016)*

**MEETING BULLETIN**

1. **Dates and Venue**

1.1 ICAO Remotely Piloted Aircraft Systems (RPAS) workshop will be held at Kotaite Wing of ICAO Asia and Pacific Office from 21 – 23 November 2016. The meeting will start at 0900 hours each day. The ICAO Regional Office is located at at:

ICAO Asia/Pacific Regional office Building  
252/1 Vibhavadi Rangsit Road  
Chatuchak, Bangkok 10900  
Tel: +66-2-537-8189  
Fax: +66-2-537-8199  
E-mail: [apac@icao.int](mailto:apac@icao.int)  
**Website: <http://www.icao.int/APAC>**

1.2 Participants are requested to register at the Registration Desk in the reception area of Kotaite Wing between 0830 and 0900 hours on the opening day of the meeting. Participants are also requested to wear the identification badge, which will be issued to them, when they are in the ICAO premise.

1.3 The House Keeping Video is available on the APAC Office website through the link 'About APAC Region' <http://www.youtube.com/embed/BIVlcMprnc>

2. **Regional Office Focal Point**

2.1 For further information, please contact the Focal Point for this workshop, Mr. Shane Sumner, Regional Officer ATM of ICAO Asia and Pacific Office, at:

Tel: 66-2-537 8189  
Fax: 66-2-537 8199  
E-mail: [ssumner@icao.int](mailto:ssumner@icao.int) or [apac@icao.int](mailto:apac@icao.int)

3. **Meeting Documents, Papers for Distribution. etc.**

3.1 Participants are kindly requested to note that information pertaining to the workshop will be made available in due course at [www.icao.int/Safety/RPAS-Workshops](http://www.icao.int/Safety/RPAS-Workshops). A hotspot for Wi-Fi connection to the Internet is also available in the premise of the APAC Office to allow viewing workshop materials on-line.

#### 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/web/12.php>

4.2 International certificates of vaccination against yellow fever are required if arriving within 6 days after leaving or transiting 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 the meeting.

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 30.00 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>) Participants should contact the hotel directly by telephone/fax/e-mail for reservation.

5.2 Participants are required to make their own arrangements for transportation from the airport to the city. When departing, the hotel can arrange for transportation to the airport. Taxis, which are less expensive than hotel taxis, are also available. Most taxis have a fare meter.

5.3 Participants are requested to make their own arrangements for transportation from their hotels to ICAO Regional Office, Bangkok for attending the meeting.

5.3.1 The nearest BTS (Skytrain) station to the ICAO Bangkok Office is *Mo Chit*. From *Mo Chit* Station, a taxi to the Office will cost approximately Baht 45.00. An instruction to be given to the taxi driver in Thai language is provided on the ICAO APAC website.

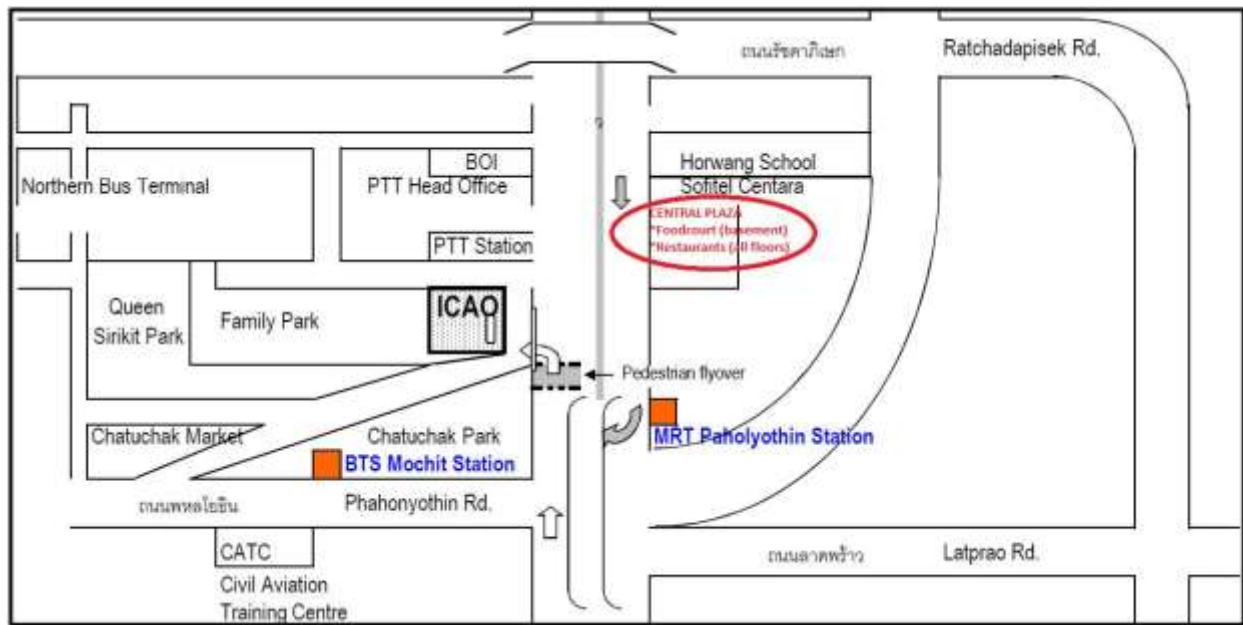
5.3.2 The nearest MRT sub-way station to ICAO Asia and Pacific Office is *Phahon Yothin*. At the station, take Exit No. 3 and walk over the Vibhavadi Rangsit Road through the pedestrian overpass.

#### 6. Catering Arrangements

6.1 Tea and Coffee will be provided for morning and (where programmed) afternoon breaks.

6.2 **Please be informed that meeting participants are required to make their own arrangements for lunch, which will not be provided during the meeting.** Participants will find highlighted on the locality map in red the possible venue available to purchase meals within the Office vicinity.

6.3 Participants should note that workshop activities will resume promptly at the programmed time following the lunch break (normally 1 hour).



*ICAO Asia/Pacific Regional Office Locality Map*

7. **Further Information**

7.1 More information for Visitors attending meetings at the ICAO APAC Regional office is available at <http://www.icao.int/APAC/Pages/info-for-visitors.aspx>.

7.2 Information about the Bangkok climate may be found on the website of the Thai Meteorological Department at <http://www.tmd.go.th>. Tropical or light weight and washable cottons will suffice and woollens are not necessary.

7.3 **The dress standard for the workshop is smart business casual.** Jacket and tie are not necessary.

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