



International Civil Aviation Organization

**Fifth Meeting of Aeronautical Telecommunication Network (ATN)
Transition Task Force of APANPIRG**

Phuket, Thailand, 9 – 13 June 2003

MEETING BULLETIN

1. Schedule of meeting

1.1 The meeting will be held at Patong Merlin Hotel Kathu District, Phuket, Thailand from 9 to 13 June 2003. The telephone number of the hotel is +667 634 0037 to +667 634 0041 and fax number is +667 634 0394.

1.2 The meeting will commence at 0930 hrs. on Monday, 9 June 2003. The daily order of business will be announced on the first day of the meeting.

2. Registration of participants

2.1 Participants are requested to register at the Registration Desk in the front of the Conference Room between 0900 hrs. and 0930 hrs. on the first day of the meeting. Participants are also requested to wear the identification badge for all activities during the meeting, which will be issued at time of registration.

3. Officers and Secretariat concerned with the meeting

3.1 Mr. K.P. Rimal, Regional Officer CNS will act as Secretary of the Meeting assisted by Mr. Li Peng, Regional Officer, CNS of the ICAO Asia and Pacific Office.

4. Meeting documents for distribution

4.1 Participants wishing to present papers for distribution during the meeting are requested to submit them to the Secretariat of the meeting at following email addresses as early as possible so that they can be printed for distribution in a timely manner.

krimal@bangkok.icao.int or
pli@bangkok.icao.int

5. Passport and Visa and Customs

5.1 All foreign nationals entering Thailand must process valid passport or other valid documents for travel. Participants from certain countries are not required to obtain visa for temporary visit not exceeding 15 days.

5.2 It should be noted that the temporary visas issued upon arrival at the airport cannot be extended beyond the period of 15 days except under extraordinary circumstances. It is, therefore, suggested that all participants consider obtaining visas from the Royal Thai Embassies or Consulates prior to their arrival in Thailand. If any clarification is required, please contact Aeronautical Radio of Thailand by Tel: +662 285 9246, Fax: +662 285 9253 or email: nuttawat@aerothai.co.th or check details in the website: <http://www.mfa.go.th/ConsInfo/>

6. Hotel Reservations, Daily Transportation, Arrival and Departure

6.1 Participants may make hotel reservation by filling up the attached Nomination Form and send it via fax to +662 285 9253 or nuttawat@aerothai.co.th and also to the ICAO Regional Office as stated in the Form. However, participants may also wish to make hotel reservation directly using Fax: +667 634 0394. Single or Double Room rate is 2,000 Baht/night.

6.2 Participants may wish to inform Mr. Nuttawat of their flight and date of arrival in Phuket. Transportation from Airport to Hotel will be provided by AEROTHAI. Taxi rate from Phuket International Airport to Patong Merlin Hotel is approximately 200-250 Baht. Participants may also wish to request Hotel's shuttle bus while making a room reservation. The services charge is approximately 250 Baht/person.

7. Reception at Airport

7.1 Participants will not be met on arrival at Bangkok International Airport as they can proceed directly to the Domestic Terminal to get connecting domestic flight to Phuket as International Airport as Domestic Terminal is linked with International Terminal. In case if assistance is required participants may wish to contact AEROTHAI's AIS/COM Office at 2nd FL, Control Tower, Central Block, Bangkok International Airport, Tel: 02-285-9832 or 02-285-9833. Our staff will be available 24 hours. On arrival at Phuket, participants may wish to contact Mr. Kosol at telephone number 327250-5 Ext. 5005 during working hours (08.00 to 17.00) or mobile number 01-846-2638 if they need any assistance.

8. Climate

8.1 There are only two seasons in Phuket: the rainy season is from April to November and the hot season from December to March. The temperature throughout the year varies between 18.8 °c and 36.3°c and thin cotton dress will suffice.

9. Time

9.1 Time in Thailand is 7 hours ahead of Coordinated Universal Time (UTC+7).

10. Electricity

10.1 Electricity in Thailand is 220 Volt 50 cycles. Adaptor for certain electric equipment brought along with is essential. However, in conference room, extension power cord will be provided for notebook computer. Plug in each room is also usable for notebook computer.

11. Water

11.1 Although tap water in Thailand is chemically treated and meets World Health Organization (WHO) standard, it is recommended that visitors drink only bottled water.

12. Currencies, Credit Cards and Banking Service

12.1 The monetary unit in Thailand is Baht. A Baht is divided into 100 Stangs. Baht 1,000, Baht 500, Baht 100, Baht 50, Baht 20 and Baht 10 banknote are in circulation, along with Baht 10, Baht 5, Baht 1, Stang 50 and Stang 25 coins. The current exchange rate is approximately USD1 = Baht 42.


12.2 International credit cards such as American Express, Visa, Master, Diners Club etc., are widely accepted at major hotels, department stores and restaurants.

12.3 All commercial banks provide major foreign currencies exchange service and open from 08.30 to 15.30 hours from Monday to Friday and some keep their exchange counters open until 20.00 hours during weekdays. In addition, many commercial banks provide foreign exchange counters in several business and shopping areas in the city, which also open during Saturday, Sunday, and public holidays from 10.00 to 20.00 hours.

12.4 It should be noted that the exchange rate given by money exchange booths of commercial banks at Bangkok International Airport and Phuket International Airport is equivalent to that of exchange service provided by banks in Patong or downtown Phuket.

13. Tipping

- 13.1 Most hotels add 10% service charge to the room rate in addition to 7% government tax. Bellboys at hotel expect at least Baht 20. A tip of about 10% is expected at restaurants unless a service charge has already been added.

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|  | <p>Fifth Meeting of Aeronautical Telecommunication Network (ATN) Transition Task Force of APANPIRG Phuket, Thailand, 9 – 13 June 2003</p> |
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NOMINATION FORM

Name:.....

Title/Position:.....

Administration/Organization:.....

Telephone No:.....Fax No:.....

E-mail:.....

Mailing address:.....

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City:.....State:.....Postcode/ZIP:.....

Country:.....

ARRIVAL

Flight number and date of arrival at Phuket:.....

DEPARTURE

Departure Date/Flight No:.....

HOTEL RESERVATION

Please mark in the appropriate box

☐ Patong Merlin Hotel

☐ Personal arrangement

WHEN COMPLETED PLEASE FAX THIS FORM TO:

Mr. Nuttawat

AND

ICAO Asia and Pacific Office

Fax: +662 285-9253

Bangkok, Thailand

E-mail: nuttawat@aerothai.co.th

Fax: +66 (2) 537-8199

E-mail: ssomsri@bangkok.icao.int

(for hotel reservation and other assistance)

(for confirmation of attendance)