



ICAO

International Civil Aviation Organization

The Fourth Meeting of the Asia/Pacific Aerodrome Design and Operations Task Force (AP-ADO/TF/4)

Hybrid Meeting, Chiang Rai, Thailand, 10 to 13 January 2023

MEETING BULLETIN

1. Dates and Meeting Venue

1.1 The Fourth Meeting of the Asia/Pacific Aerodrome Design and Operations Task Force (AP-ADO/TF/4), will be held as a hybrid meeting, at the King Rama 9 Philosophy Hall, Chiang Rai, Thailand from 10 to 13 January 2023.

The meeting venue is:

King Rama 9 Philosophy Hall

Address : Phahonyothin Road, Ban Du, Mueang Chiang Rai District, Chiang Rai
Tel : +62-361-8981234
Fax : +62-361-8981233
E-mail : philosophykingcrru@gmail.com;

2. Registration of Participants

2.1 In-person participants are requested to register at the Registration Desk in the reception area of King Rama 9 Philosophy Hall between 08:30 and 09:00 hours on the opening day of the Meeting and obtain a meeting identification badge. Participants shall wear the identification badge at all the time during the Meeting.

3. Hotel Information

3.1 Airports of Thailand (AOT) has made arrangements for special rates for Participants attending the AP-ADO/TF/4 Meeting at the venue Hotel, as follows:

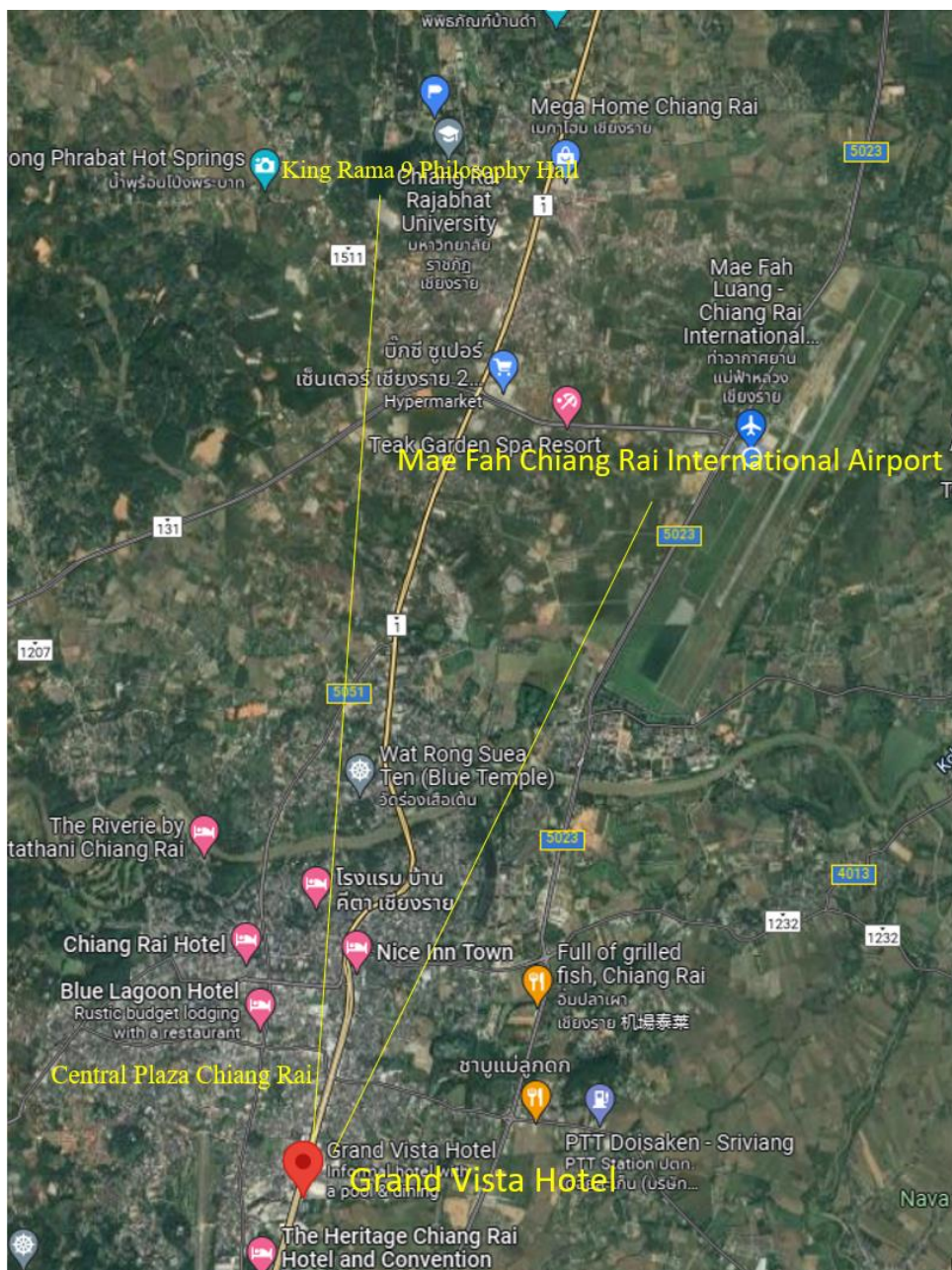
Hotel	Room type	Rates/night
Grand Vista Chiang Rai Hotel (85 Phahonyothin Road, Tambon Rop Wiang , Mueang Chiang Rai District, Chiang Rai)	Deluxe Room 1 King Size Bed or 2 Single Beds for 2 occupancies	USD 50

*****Grand Vista Chiang Rai Hotel** located in the middle of the lively and stylish area of Chiang Rai Province. A convenient 10 km away from Mae Fah Chiang Rai International Airport and strategically situated within easy reach of Chiang Rai eat street, Central Plaza Chiang Rai: the biggest shopping center in Chiang Rai Province.

Inclusion: Daily breakfast; Wifi internet in room; Complimentary bottled mineral water; and Free access to Pool & Fitness/ Gym (if any), tea, coffee.

Exclusion: Minibar, personal expenses in room, business center service, service charge of the hotel and VAT.

Note: This is the link for The 4th meeting of the Asia/Pacific Aerodrome Design and Operation Task Force hotel reservation. Please use this link for hotel reservation in special rates.
https://docs.google.com/forms/d/1Ve77bzQ-SrxS-14MKTtg3n7Y98uzdiJl_r3KpVFrdSE/prefill



3.2 Alternative accommodations near the venue of the meeting:

NO	Hotel	Room type	Rates/night
1	The Heritage Chiang Rai Hotel and Convention 199 Phaholyothin Rd, Tambon Tha Sai, Mueang Chiang Rai District, Chiang Rai 57000	Deluxe Room 1 King Size Bed or 2 Single Beds for 2 occupancies	USD 60
2.	Sann Hotel Chiang Rai 390 Thanon Baanpa Pragarn Rd, Tambon Wiang, Mueang Chiang Rai District, Chiang Rai 57000	Deluxe Room 1 King Size Bed or 2 Single Beds for 2 occupancies	USD 60

4. Transfer Services

4.1 Participants are required to make their own transportation arrangement upon arrival in and departure from Chiang Rai. Most of the hotels run their transfer service to and from the airport. Public transportation is easily accessible at the checkpoints and the hotels.

4.2 Delegates are advised to keep the Meeting Secretariat duly informed of their confirmed flight schedules and accommodation to assist the arrangement the airport transfers accordingly.

5. Visa, Insurance and Customs

5.1 Participants must possess the documentation required to enter and stay in Thailand. Participants may wish to obtain information on Thailand entry requirements by accessing the Ministry of Foreign Affairs, Thailand [website](#)

5.2 Application for visa is the responsibility of the State or delegate concerned, and should be requested well in advance as for certain countries visa processing may require additional security screening time. In case if a visa support letter is required, the appropriate authority, administration or State in question should send a request, on official letterhead, to the ICAO APAC Office, at least 6 weeks before the start of the meeting. No personal invitations can be issued by ICAO.

5.3 Participants must be medically fit and in possession of insurance coverage to meet expenses for any unexpected event, including illness or medical emergency during the meeting. ICAO will not take responsibility for any expenses incurred concerning participation to its meetings/events. Information for vaccination shall be obtained from local Thailand embassy or Thailand immigration [website](#).

5.4 Currently, there is no restrictions on import of foreign currency. However, if the amount exceeds US\$20,000 it must be declared on entry. Foreign currencies may be taken out of the country up to the amount imported and declared. Up to date information is available at the Thailand Customs [website](#)

6. Travel to Chiang Rai, Thailand

6.1 Chiang Rai International Airport is in the city of Chiang Rai in northern Thailand. The airport is about 8 km from the city center and 7 km to the meeting venue.

6.2 Chiang Rai International Airport will arrange transportation from airport to hotel for meeting participants. Please contact the airport public relation officer when your arrival.

7. Further Information

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

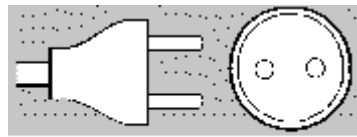
7.2 Dress code for the meeting is formal. Casual clothing is not suitable for the meeting.

7.3 Bangkok time is 7 hours ahead of Co-ordinated Universal Time (UTC+7).

7.4 International credit cards such as American Express, Diners Club, Visa, Master Card, etc. are normally accepted at major hotels and department stores.

7.5 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.

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



Plug Type C