



International Civil Aviation Organization

**EIGHTH MEETING OF THE
COMMUNICATIONS/NAVIGATION/SURVEILLANCE
AND METEOROLOGY SUB-GROUP (CNS/MET/SG/8) OF APANPIRG**

Bangkok, Thailand, 12 – 16 July 2004.

MEETING BULLETIN

1. Schedule of Meeting

1.1 The opening session of the meeting will be held at 0900 hours on Monday 12 July 2004 at the new Conference Room, Second Floor in the “Kotaite Wing” of the ICAO Regional Office, Bangkok.

1.2 The ICAO Regional Office is located at 252/1 Vipawadee Rangsit Road, Ladyao, Chatuchak, Bangkok next to the Petroleum Authority of Thailand (PTT) Headquarters and opposite the Sofitel Central Plaza Bangkok. It is about 12 km. away from the Bangkok International Airport and about 12 km. from the Sukhumvit Road where most of the recommended hotels are located. The list of recommended hotels is in Annex 1. Location of the Regional Office and the route map of the Bangkok Mass Transit System (BTS) is provided in Annex 2. The contact numbers of the ICAO Office are as follows:

Tel: +66 (2) 537-8189 to 97
Fax: +66 (2) 537-8199
AFTN: VTBBICOX
E-mail: icao_apac@bangkok.icao.int

1.3 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 ICAO Conference Room between 0830 and 0900 hours on the opening day of the meeting. Participants are also requested to wear the identification badge all the time inside the ICAO premise.

3. Officers and Secretariat concerned with the Seminar/Meeting

3.1 Mr. K.P. Rimal, Regional Officer CNS, ICAO Asia and Pacific will act as Secretary. Mr. Dimitar H. Ivanov, Regional Officer Aeronautical Meteorology and Mr. Li Peng, Regional Officer CNS will assist him.

3.2 The daily Meeting services are the responsibility of Ms. Sarangtip Sundarachampaka Administrative Officer. Ms. Sriprae Somsri and Ms. Aemiga Sirivichitvorakarn will provide secretarial support.

4. Meeting documents for distribution

4.1 Participants wishing to present papers for distribution during the Meeting are requested to submit them as early as possible so that they can be printed for distribution in a timely manner and published on the ICAO website.

4.2 Any ICAO publications required by the participants may be obtained from the ICAO Regional Office Library located on the first floor of the building. These publications may be purchased or borrowed for reference during the meeting and returned to the Librarian at the end of the meeting.

5. Passport, visa and customs

5.1 All foreign nationals entering Thailand must possess valid passports or other valid documents for travel. Participants from certain countries are not required to obtain visas for a temporary visit not exceeding 15 days. It should, however, 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 official visas from the Royal Thai Embassy or Consulate prior to their arrival in Thailand. Participants may wish to obtain information on entry requirements by accessing the web page www.mfa.go.th/ConsInfo/

5.2 International certificates of vaccination against yellow fever are required if arriving within 6 days after leaving or transiting an infected area.

5.3 Following items can be brought in duty free:

- a) Personal effects such as clothing etc.
- b) 200 cigarettes, or 250 gms of cigar or tobacco.
- c) 1 litre alcoholic beverages.
- d) Perfume for personal use.

5.4 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 39.00 approx).

6. Hotel reservations, arrival and departure

6.1 Participants may contact the Hotels listed in Annex 1 to Attachment 4 directly by Telephone/Fax/E-mail for reservation. The Regional Office would be pleased to assist participants in making hotel reservation, if required. **While making reservations, participants should mention that they are attending an ICAO Meeting to get the special room rate.**

6.2 The contact addresses of officials at the Regional Office concerned with the meeting are as follows:

Mr. K. P. Rimal, Regional Officer CNS	E-mail: krimal@bangkok.icao.int
Mr. Dimitar H. Ivanov, Regional Officer MET	E-mail: divanov@bangkok.icao.int
Mr. Li Peng, Regional Officer CNS	E-mail: pli@bangkok.icao.int
Tel: + 66 (2) 537-8189	Fax: + 66 (2) 537-8199

6.3 Participants are requested to make their own arrangements for transportation from the Airport to the city.

6.3.1 Thai Airways International and Airport Taxi Services operate private limousine services from the Airport to downtown Bangkok, at about Baht 650 per vehicle. Thai Airways International also operates a coach service from the airport to the city terminal at Baht 100 per person. Public taxi meter service is also available at the taxi stand at the Airport. In addition to the fare indicated in the taximeter, 50 Baht extra surcharge is required to be paid for hiring a taxi from Airport to city. The Bangkok Mass Transit Authority operates an Airport Bus service to the city centre.

6.3.2 When departing, the hotel can arrange for transportation to the airport. Public taxis, which are less expensive than hotel taxis, are also available. Most taxis have a fare meter.

6.3.3 For passengers departing on international flights, a passenger service charge of Baht 500 is levied at the Airport. Participants are requested to ensure that their return bookings are confirmed as required.

6.3.4 Participants are requested to make their own arrangements for transportation from their hotels to the venue of the meeting.

7. Other Useful Information

7.1 Time in Thailand is 7 hours ahead of Co-ordinated Universal Time (UTC+7).

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

7.3 All commercial banks exchange major foreign currencies and are open from 0830 to 1530 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.

7.4 Bangkok is generally hot with high humidity. Day temperatures range above 30°C while at night they remain above 21°C. Weather conditions vary during the country's three seasons:

- the hot season from March till May, when the temperature often approaches 38°C and humidity remains high;
- the wet season from June till October, when the temperature is rather lower but the weather is quite sticky;
- the cool season from November till February, when the temperature is more moderate.

7.5 Tropical or lightweight and washable cottons will suffice and woollens are not necessary.

7.6 Most hotels add a 10% service charge to the room rate in addition to the government tax of 7%. Baggage boys at hotel expect at least Baht 20. At restaurants, a tip of about 10% is expected unless a service charge has been added to the bill.

7.7 Although the tap water in Bangkok is chemically treated, it is, however, recommended that the visitors drink only bottled water and beverages.

LIST OF RECOMMENDED HOTELS

<u>Hotel</u>	<u>Net Price</u>
Business Inn 155/4-5 Sukhumvit Soi 11 Tel: +66 (2) 254-7981 Fax: +66 (2) 255-7159 E-mail: awbusinn@asiaaccess.net.th	Double 500 (+ABF) Baht Double Deluxe 900 (+ABF) Baht Triple Room 700 (+ABF) Baht
Grand Hyatt Erawan 494 Rajdamri Rd. Tel: + 66 (2) 254-1234 Fax: + 66 (2) 254-6308 E-mail: reservation.ghbangkok@hyttintl.com	Single 185 (+ABF) US\$ Twin 195 (+ABF) US\$
Grand President Executive Serviced Apartments 14-16 Sukumvit Soi 11 Tel: +66 (2) 651-1200 Fax: +66 (2) 651-3835 or 651-3854 E-mail: enquiry@grandpresident.com	Topaz Studio 1,700 (+ABF) Baht Executive Studio 2,000 (+ABF) Baht
Land Mark Hotel 138 Sukhumvit Road Tel: +66 (2) 254-0404 Fax: +66 (2) 252-6646 Email: sales@landmarkbangkok.com	Single 3,200 (+ABF) Baht Double 3,400 (+ABF) Baht
Royal Benja Hotel 39 Sukhumvit Soi 5 Tel: +66 (2) 655-2920 Fax: +66 (2) 655-7370 E-mail: info@royalbenja.th.com	Single 1,500 (+ABF) Baht Twin 1,700 (+ABF) Baht
Sheraton Grande Hotel 250 Sukhumvit Road Tel: +66 (2) 653-0333 Fax: +66 (2) 653-0400 E-mail: grande.sukhumvit@luxurycollection.com	Deluxe 250++ (Room only) US\$ Single 290++ (+ABF) US\$ Double 290++ (+ABF) US\$
Sofitel Central Plaza Bangkok * 1695 Paholyothin Road Tel: +66 (2) 541-1234, 541-1040 Fax: +66 (2) 541-1087 E-mail: www.centralhotelsresorts.com	Superior Single 3,472 (+ABF) Baht Superior Twin 3,708 (+ABF) Baht Deluxe Single 3,649 (+ABF) Baht
The Westin Grande Sukhumvit 259 Sukhumvit Road Tel: +66 (2) 651-1000 Fax: +66 (2) 255-2442 E-mail: bangkok@westin.com	Single 110++(ABF) US\$ Double 120++(ABF) US\$

Rate of exchange US\$1.00 = Approx. Baht 39.00

Note: The net price given is after discount, tax and service charge. To be assured of receiving discount, suggest you inform the hotel while making reservation that you are attending ICAO meeting. Hotel rates are subject to change.

* Within walking distance from the ICAO Regional Office; ABF (American breakfast).
