



International Civil Aviation Organization

**THE SEVENTH MEETING OF AERONAUTICAL TELECOMMUNICATION
NETWORK (ATN) TRANSITION TASK FORCE OF APANPIRG**

Shanghai, China, 18-22 April 2005.

CONFERENCE BULLETIN

1. Schedule of Meeting

1.1 The meeting will be held at Okura Garden Hotel, Shanghai located at 58 South Mao Ming, Road Lu Wan District, Shanghai, Post Code 200020, in the Center Downtown area of Shanghai. The telephone number of the hotel is +86 (21) 6415-1111 and fax number is +86 (21) 6415-8866.

1.2 The meeting will commence at 09:00 hrs on Monday, 18 April 2005. 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 08:45 and 09:00 on the first day of the meeting. Participants are also requested to wear the identification badge while attending all activities during the meeting.

3. Passport and Visa and Customs

3.1 All foreign nationals entering China must possess valid passports. It is suggested that all participants obtain visas from the Chinese Embassy/Consulate prior to their arrival in China. You may contact Ms. Guo Jing of ATMB Beijing as earlier as possible for a letter of invitation if it is required from the host country by Tel: +86 (10) 8778-6967, Fax: +86 (10) 8778-6910 and e-mail: guojing@atmb.net.cn, g_jing_2000@yahoo.com Participants are required to provide the required information (nationality and passport number in addition to the information contained in your nomination form) to Ms. Guo Jing for such letter of invitation or visa authorization.

3.2 The following items can be brought in duty free:

- a) Personal effects such as clothing etc.;
- b) 400 cigarettes;
- c) 2 bottles of alcoholic beverages;
- d) Perfume for personal use.

3.3 There are no restrictions on the import of foreign currency. However, when leaving China, you are not allowed to take money, which exceeds the amounts you declared when entering. (Current exchange rate US\$ 1 = 8.20 China Yuan approx).

4. Hotel Reservations, Daily Transportation, Arrival and Departure

4.1 Information regarding recommended hotels is given in Annex 1. You may wish to contact Ms. Zhu Daoxian, CNS Division of China Regional Air Traffic Management Bureau in Shanghai at Tel: +86 (21) 5112-5106 or Fax: +86 (21) 6268-5787 and her e-mail address is zhudx@sh.atmb.net.cn

4.2 Participants are required to make their own arrangement for transportation from/to airport to hotel and to/from the venue of the meeting. Participants are also requested to ask for a map to the venue of the meeting when they check in the hotel. It would cost about 15 Yuan to travel by taxi from any recommended hotels to the venue of the meeting. Transportation arrangements for the other activities will be announced during the meeting.

4.3 Taxi rate from Shanghai Pu Dong Airport to hotels is approximately 150-200 Yuan, and from Shanghai Hongqiao Airport to hotels is approximately 40-60 Yuan. Normally taxi is equipped with a fare meter.

4.4 Participants are recommended to ensure that their return bookings are confirmed through the hotels or airlines agents soon after their arrival in Shanghai. Airport tax is normally included in your ticket.

5. Meeting documents for distribution

5.1 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 posted in the ICAO APAC website in a timely manner.

kriminal@bangkok.icao.int or pli@bangkok.icao.int

6. Other Useful Information

6.1 Time in Shanghai is 8 hours ahead of Coordinated Universal Time (UTC).

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

6.3 All commercial banks, such as the Bank of China provide foreign exchange services including those currencies of Australian, Canadian, Japan, Malaysian, New Zealand, Philippines, Singapore, Thailand, and USA during office hours from 0900 to 1600 hrs from Monday to Saturday. All major hotels also have foreign exchange counters. To change travellers' cheques participants will be requested to show your passport.

6.4. Temperatures for Shanghai are as follows:

- the hot season is from July-August when the temperatures range above 33°C at day while at night they remain above 26° C.
- the cold season is from December-February when the temperatures range above 7°C at day while at night about –2°C. Weather conditions vary greatly during different seasons.
- temperature at the middle of April is about 26°C during day and 18°C at night.

LIST OF RECOMMENDED HOTELS

Hotel Name And Address	Rates (Including breakfast for one person and service charge)	Others
Okura Garden Hotel (*****) Tel: 86-21-64151111 Fax: 86-21-64158866 Ad: #58 South MaoMing, Road, Shanghai ZipCode: 200020	USD 180.-	Venue of the meeting Reservations need be made before March.5 th . Airport pickup service is available with additional cost.
Donghu Hotel (Old Building) (****) Tel: 86-21-64158158 Fax: 86-21-64157759 Ad: #70 Dong Hu Road, Shanghai Zip Code: 200020	USD 95.-	Reservations need to be made before March.5 th . Airport pickup service is available with additional cost
Donghu Hotel (New Building) (***) Tel: 86-21-64158158 Fax: 86-21-64157759 Ad: #70 Dong Hu Road, Shanghai ZipCode: 200020	USD 70.-	Reservations need to be made before March.5 th . Airport pickup service is available with additional cost.
Shanghai Hotel (****) Tel: 86-21-62480088 Fax: 86-21-62481056 Ad: #505 North WuLuMuQi Road, Shanghai ZipCode: 200040	USD 80.-	Reservations need to be made before March.5 th . Airport pickup service is available with additional cost
Jing An Hotel(***) Tel: 86-21-62481888 Fax: 86-21-62482657 Ad: #370 HuaShan Road, Shanghai Zip Code: 200040	USD 60.-	Reservations need to be made before March.5 th . Airport pickup service is available with additional cost.