



*International Civil Aviation Organization*

**FOURTH REGIONAL OPMET DATA BANKS  
(RODB) COORDINATION MEETING**

Chiang Mai, Thailand, 11 -12 February 2010



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**MEETING BULLETIN**

**1. DATE AND VENUE OF THE MEETING**

DATE: From Thursday 11 February to Friday 12 February 2010.

PLACE: Chiang Mai Air Traffic Control Centre, 60 Airport Road, Suthep District, Amphur Muang, Chiang Mai 50200.

**2. REGISTRATION OF PARTICIPANTS**

2.1 In addition to the nomination form, participants are also request to send email advice to the contact person (as shown in section 3.1 and cc: 3.2) of their attendance at the meeting.

2.2 On the first day of the meeting participants will be required to register between 0830 and 0900 hrs. at the Chiang Mai ATCC registration desk located in front of the meeting room. Participants are also requested to wear the identification badge while attending all activities during the meeting.

**3. OFFICERS AND SECRETARIAT CONCERNED WITH THE MEETING**

3.1 Mr. Christopher F. Keohan, Regional Officer MET of the ICAO Asia and Pacific Office will act as Secretary of the Meeting. His contact address is as follows:

Mr. Christopher Keohan, Regional Officer MET, ICAO Asia and Pacific Office  
252/1 Vibhavadi Rangsit Road  
Chatuchak, Bangkok 10900

**THAILAND**

Email: [ckeohan@bangkok.icao.int](mailto:ckeohan@bangkok.icao.int) or [icao\\_apac@bangkok.icao.int](mailto:icao_apac@bangkok.icao.int)

Tel: +66 (2) 537-8189 ext. 153

Fax: +66 (2) 537-8199

3.2 For matters relating to daily conference services and correspondence pertinent to travel arrangements such as information of participants' arrival details, visa, request for hotel accommodation other than the recommended hotel and other relevant matters should be directed to Ms. Suphatcha Sintuvisut and Ms. Panatda Karachote of AEROTHAI. Their contact details are as follows:

Ms. Suphatcha Sintuvisut  
Senior Administration Officer  
International Affairs Department  
AEROTHAI  
102 Ngamduplee, Tungmahamek Sathorn  
Bangkok, 10120

**THAILAND**

Email: [suphatcha.si@aerothai.co.th](mailto:suphatcha.si@aerothai.co.th)

Tel: +66 (2) 285-9341

Fax: +66 (2) 287-8645

Ms. Panatda Karachote  
Senior Administration Officer  
International Affairs Department  
AEROTHAI

102 Ngamduplee, Tungmahamek  
Sathorn, Bangkok, 10120

**THAILAND**

Email: [panatdaka@aerothai.co.th](mailto:panatdaka@aerothai.co.th) or  
[karachote@gmail.com](mailto:karachote@gmail.com)

Tel: +66 (2) 287-8250

Fax: +66 (2) 287-8645

#### **4. MEETING DOCUMENTS FOR DISTRIBUTION**

Participants wishing to present papers for distribution during the meeting are requested to submit them to the Secretariat of the meeting to [ckeohan@bangkok.icao.int](mailto:ckeohan@bangkok.icao.int) or [icao\\_apac@bangkok.icao.int](mailto:icao_apac@bangkok.icao.int) preferably before **1 February 2010**.

#### **5. ROOM RESERVATIONS**

Please make your own arrangements for your accommodation, a list of hotels in the downtown area are given in Attachment 1.

**Note:** Due to peak tourist season, delegates are recommended to make their own hotel reservation directly with the hotels of your choice well in advance referencing the special “RODB AEROTHAI “ rate by filling out the reservation form as attached and email/fax to the hotel or contact Ms. Panatda Karachote (see contact details in section 3.2).

#### **6. TRANSPORTATION**

6.1 AEROTHAI will provide the transportation from/to airport to designated hotels in Attachment 1 as well as to and from the meeting venue. For further information, please contact Ms. Patatda Karachote.

6.2 Chiang Mai Airport Limousine Service, located at arrival hall, operates private limousine from the airport to downtown Chiang Mai. The limousine rate from Chiang Mai Airport to the city centre is approximately Baht 120 per vehicle. In addition, participants can contact the hotel directly for airport arrival and departure transfer services, which costs about Baht 100 per person.

6.3 Participants are recommended to ensure that their return bookings are confirmed through the hotels or airline agent soon after their arrival in Chiang Mai.

#### **7. VISA/ENTRY REQUIREMENTS**

7.1 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 access in the web page <http://www.mfa.go.th/web/12.php>.

7.2 The 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.

7.3 There are no restrictions on import of foreign currency, however, if the amount exceeds USD 10,000 it must be declared on entry. Foreign currencies may be taken out of the country up to the amount imported and declared.

**8. CURRENCY EXCHNAGE**

- 8.1 The approximate exchange rate is USD 1.00 = 33.5 baht (fall 2009).
- 8.2 International credit cards such as Visa, American Express and Master Card etc. are normally accepted at major hotels and department stores.
- 8.3 All commercial banks exchange major foreign currencies during office hours from 0830 to 1600 hrs. from Monday to Friday and some keep the foreign exchange counter open until 2000 hrs. during weekdays. To change travellers' cheques participants will be requested to show their passport.

**9. LOCAL CLIMATE**

- 9.1 Temperature for Chiang Mai in the cool season (from December to February) is about 25C during the day and 15C at night with very little rain.

Further information is available at the Thai Meteorological Department website <http://www.tmd.go.th>

for Chiang Mai specific details <http://www.tmd.go.th/en/province.php?id=2>

- 9.2 Time in Thailand is UTC + 7

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### LIST OF RECOMMENDED HOTELS

#### Royal Lanna Hotel \*\*\*

119 Loikroh Road., Changklan District, Amphur Muang, Chiang Mai, Thailand

Located in the center of Chiang Mai's downtown, can be reached by walking along the famous Night Bazaar.

- Experience a very warm, Lanna style welcome
- Try our famous restaurant and let us serve you with our best room - service
- Enjoy the famous night market of the city at Night Bazaar where you can find a wide range of exotic Thai products and souvenirs.
- View the wonderful scenery of Chiang Mai such as Doi Suthep, Mae Ping River, etc., which can be seen from the hotel's room.

#### Room rate

- Standard room 1,000 THB (Single)
- Deluxe room 1,400 THB (Single)

**Remark:** All rates are inclusive of daily breakfast and all government and services taxes.

#### The Imperial Mae Ping\*\*\*\*

153 Sridonchai Road, Changklan District, Amphur Muang, Chiang Mai 50100 Thailand.

Website: <http://www.imperialmaeping.com/home.php>

Located in the midst of Chiang Mai city within walking distance of the exotic shopper's paradise, the "Night Bazaar", where you will find many interesting handicrafts and Thai souvenirs. The hotel is also close to the remains of the ancient city walls that once protected this historic city and an abundance of glorious temples dating back as far as the 14th century. The Mae Ping River flows quietly through the center, whilst the Imperial peak of Doi Suthep majestically guards the city.

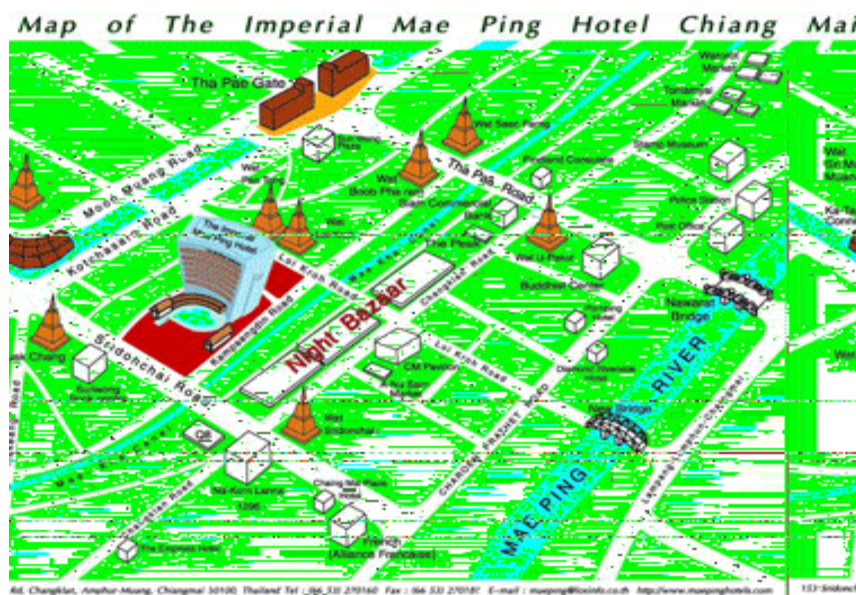
#### Room rate

- Standard room 1,200 THB include breakfast (Single)
- Deluxe room 1,400 THB include breakfast (Single)

**Remark:** All rates are inclusive of daily breakfast and all government and services taxes.

#### Hotel Map

- It is 7Km. or 15 minutes from the Chiang Mai International Airport and just minutes from the railway station and Chiang Mai Arcade.





**INTERNATIONAL CIVIL AVIATION ORGANIZATION  
ASIA AND PACIFIC OFFICE**

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*(Chiang Mai, Thailand, 11 – 12 February 2010)*

**REGISTRATION FORM**

1. Name in full : \_\_\_\_\_  
(as should appear in the official listing and name tag)
2. Title or Official Position : \_\_\_\_\_
3. State/Organization : \_\_\_\_\_
4. Mailing Address : \_\_\_\_\_  
\_\_\_\_\_
5. Telephone Number : \_\_\_\_\_  
Fax Number : \_\_\_\_\_  
E-mail : \_\_\_\_\_
6. Hotel : \_\_\_\_\_
7. Arrival  
Date/Time/Flight Details: \_\_\_\_\_
8. Departure  
Date/Time/Flight Details: \_\_\_\_\_

**Note 1: Participants are expected to make their own hotel/visa arrangements**

**Note 2: Meeting materials will only be available in soft copy (electronic). Please download meeting materials from the ICAO Asia/Pacific website (<http://www.bangkok.icao.int/>).**

Date: \_\_\_\_\_ Signature \_\_\_\_\_

**AFTER COMPLETING, PLEASE SEND TO:**

ICAO Regional Office for Asia and Pacific  
P.O. Box 11  
Samyaek Ladprao  
Bangkok 10901  
**Fax: +66 (2) 537- 8199**  
E-mail: [icao\\_apac@bangkok.icao.int](mailto:icao_apac@bangkok.icao.int)

cc: Ms. Panatda Karachote  
Senior Administration Officer  
AEROTHAI  
**Fax: +66 (2) 287-8645**  
E-mail: [panatdaka@aerothai.co.th](mailto:panatdaka@aerothai.co.th) or  
[karachote@gmail.com](mailto:karachote@gmail.com)