

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

**THE NINTH MEETING OF ICAO AERONAUTICAL INFORMATION SERVICES –
AERONAUTICAL INFORMATION MANAGEMENT IMPLEMENTATION TASK FORCE
(AAITF/9)**

(Pattaya, Thailand, 24 – 27 June 2014)

MEETING BULLETIN

1. Dates of Meeting

1.1 The Ninth Meeting of ICAO Aeronautical Information Services – Aeronautical Information Management Implementation Task Force (AAITF/9) will be held at Pattaya Discovery Beach Hotel (D-Beach Hotel), Pattaya, Thailand from Tuesday, 24 June to Friday, 27 June 2014. The meeting will start at 0900 hours each day.

1.2 Participants are requested to register at the Registration Desk in the reception area in front meeting room between 0830 and 0900 hours on the opening day of the meeting.

2. Officers and Secretariat Concerned with the Meeting

2.1 Mr. Shane Sumner, Regional Officer Air Traffic Management, ICAO Asia and Pacific Office, will act as the Secretary of AAITF/9.

3. Meeting Documents, Papers for Distribution. etc.

3.1 Participants are kindly requested to note that working or information papers for the meetings **must reach this office at least two weeks before the commencement of the meeting**. If you are unable to meet this deadline, please ensure that the participants bring adequate copies (paper and electronic versions) for all delegates. Meeting documents will be available on ICAO APAC website (<http://www.icao.int/APAC>) prior to the meeting. A hotspot for Wi-Fi connection to the Internet is also available to allow viewing papers on-line.

4. Passport, visa and customs

4.1 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 in their countries, 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/.

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

4.3 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.

4.4 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 31.00 approx).

5. Location of the Discovery Beach Hotel

5.1 The Pattaya Discovery Beach Hotel is a 1.5 hours drive from Bangkok, and is situated right in the heart of Pattaya's northern part of the Pattaya Bay. The hotel's 12-floor building is close to the gorgeous beach and all amenities imaginable such as shops, entertainment's, restaurants, and bars. All rooms are comfortable with modern facilities and most feature balconies overlooking the Gulf of Thailand and beautiful tropical landscapes.

5.2 Address and contact numbers of the hotel are as follows:

Pattaya Discovery Beach Hotel
 489 Soi 6/1, North Pattaya, Banglamung, Pattaya Beach Road, Pattaya
 Thailand 20150
 Tel: +66 (038) 3841 3833 to 6
 Fax: +66 (038) 3836 2491
 E-mail: sales.corp@pattayadiscoverybeach.com
 URL: <http://www.pattayadiscoverybeach.com>

or

Miss Siriphon Muster (Noon)
 Tel: +66 (2) 932 2372 – 3
 Fax: +66 (2) 2542 0422

5.3 Location Map



5.4 Hotel Reservations and transportation

5.4.1 Price negotiated for the rooms is Baht 2,300 (net) approximate less than US\$80 including breakfast (ABF) and Wi-Fi.

5.4.2 Participants are requested to make booking on their own by the provided information in 5.2. Due to heavy demand of the hotel, reservations should be made as early as possible. When booking, participants should mention for attending ICAO Meeting.

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

5.4.4 Transportation from Bangkok is at participants' account. The Eastern Bus terminal in Bangkok, better known as Ekkamai because of its location in the Ekkamai Area. It is very easily accessible by public transport as it is next to the Ekkamai BTS station.

5.4.5 There is a direct bus to Pattaya that uses the highway and takes about 2.5 hours, the costs for this bus are 113 baht. There is also a bus that makes stops under way, that one takes about 3.30 hours and costs 91 baht. The first bus leaves at 0500 hrs. and the last at 2300 hrs.

5.4.6 There is a direct bus from the Suvarnabhumi International Airport to Pattaya. The ticket for this bus is 124 baht. For more information, please contact the Suvarnabhumi Bus Terminal at the airport.

5.4.7 It is possible to get a Taxi in Bangkok to any destination in Pattaya. The price for a taxi will probably be around 1,600 baht (approximate US\$54)

6. Other Useful Information

6.1 Lunch will not be provided during the Meeting, but refreshments at morning and afternoon breaks (if required) will be served.

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

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

6.4 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.

6.5 Information about Bangkok climate could be found on the ICAO APAC website. More weather information including 5-day forecasts can be obtained from the web site of the Thai Meteorological Department: www.tmd.go.th, or at www.worldweather.org/089/c00233.htm.

6.6 Tropical or lightweight and washable cottons will suffice.

6.7 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.

6.8 Although the tap water in Pattaya is chemically treated, it is, however, recommended that participants drink only bottled water and beverages.

7. **Further Information**

7.1 For further information, please contact Mr. Shane Sumner Regional Officers ATM of ICAO Asia and Pacific Office, at:

Tel: 66-2-537 8189 ext 159
Fax: 66-2-537 8199
E-mail: SSumner@icao.int or APAC@icao.int

7.2 Information about Bangkok climate 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. **Casual clothing is not suitable for the meeting.**

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HOTEL RESERVATION FORM

PLEASE PRINT OR TYPE CLEARLY

1. Name in full : _____

Mr.	Mrs.	Ms.	Dr.	Capt.
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2. Check in date: _____
3. Check out date: _____
4. Number of Room: _____
5. Telephone Number: _____
- E-mail: _____

Date Signature

After completing, please send to: D-Beach hotel Pattaya, Thailand, Fax: 66 (2) 542 0422 or
E-mail: sales.corp@pattayadiscoverybeach.com