

Information Note for Participants

Second meeting of the Open-ended intergovernmental
ad hoc expert group (AHEG2) established pursuant to
paragraph 48 of ECOSOC Resolution 2015/33

24-28 October 2016

United Nations Conference Centre (UNCC), Bangkok, Thailand

individual delegations, unless the Forum specifically takes a decision to that effect and approves the financial implications thereof.

IV. Registration and identification badges

Registration

Member States of the Forum that have not yet done so are requested to nominate by 7 October 2016, their government-designated experts, by sending a Note Verbale from their respective Permanent Mission to the UN in New York, to the UNFF Secretariat at: unff@un.org, with copy to Ms. Ninon Williams at: thermidor@un.org

UN Specialized Agencies, Inter-governmental Organisations (IGOs) with observer status to the UN, International and regional entities with observer status to the UNFF, and members of the Collaborative Partnership on Forests should register their representatives by sending the UNFF Secretariat (unff@un.org, cc: thermidor@un.org) an official letter on the organization's letter-head and signed by the head of organisation listing the names and contact information of each representative being nominated to attend the expert group meeting.

Major groups organizations that are accredited with the Economic and Social Council of the UN (ECOSOC) and the former Commission on Sustainable Development (CSD) should register their representatives by sending the UNFF Secretariat (unff@un.org, cc: thermidor@un.org) an official letter on the organization's letter-head and signed by the head of organisation listing the names and contact information of each representative being nominated to attend

Name and address

Driving
distance
to UNCC

Name and address	Driving distance to UNCC (min.)	Room type	Daily room rates (Baht)	
			Single	Double
Riva Surya Bangkok ^{๖๖๖๖๖} 23 Phra Arthit Road Bangkok Tel: +66.2.6335000 Fax: +66.2.6335050 E-mail: info@rivasuryabangkok.com Website: http://www.rivasuryabangkok.com	10-15	Urban	3,340 ^{a/c}	3,630 ^{a/c}
		Riva	3,902 ^{a/c}	4,222 ^{a/c}
		Deluxe	4,347 ^{a/c}	4,667 ^{a/c}
		Premium	4,647 ^{a/c}	5,027 ^{a/c}

Trang Hotel ^{๖๖๖๖}
99/1 Wisutkasat Road
Bangkok
Tel: +66.2.2822141-4
Fax: +66.2.2803610
E-mail: reservations@tranghotelbangkok.com
Website: <http://www.tranghotelbangkok.com>

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not occupied in accordance with the latest advice will be held for 24 hours at the participant's expense and then released.

The rates provided in the table are as of December 2015 and subject to change without notice. Please confirm the room rates with the hotel directly.

VI. Payment of hotel accounts

Before departure from Bangkok, participants should settle directly with the respective hotels all accounts, including room charges and other expenses, such as for local and long-distance telephone calls, Internet use, business center use, laundry, room and hotel transportation services, mini-bar items, as well as restaurant and bar services. Participants are also responsible for any charges incurred with respect to rooms remaining vacant owing to late arrival or rescheduled departure for which inadequate prior notice is given.

VII. Transport from and to Airport

Participants should make their own transportation arrangements from Suvarnabhumi Airport to their respective hotels. Limousine, metered-taxi and bus services are readily available at the airport. Detailed information about Suvarnabhumi Airport can be found at <http://www.suvarnabhumiairport.com>.

To avail themselves of the limousines and public metered-taxis services as indicated above, it is strongly recommended that participants contact only the authorized officials at the counters located in the airport arrival zone. The officials, upon contact, will issue a ticket for the assignment of either a limousine or a public metered-taxi for transporting passengers to the desired destination. Participants may access public taxi counters by exiting gates 3 or 9 of the arrival zone in Suvarnabhumi Airport. In addition to toll fees, there is a 50 Baht surcharge to be added to the meter charge from airport to the city.

VIII. Transport to attend meetings

Most hotels indicated in paragraph 17 provide complimentary transport, according to fixed schedules, to and from UNCC. Otherwise, participants must make their own transport arrangements in order to attend meetings.

IX. Weather

The weather in Bangkok is usually warm and humid. Light tropical clothing would be appropriate. The conference rooms w1-45(P)-4mert.BT1 0 0 1 fer . TJETBT/F3 14.04 TfTid.Tm[0 0 1t1 0 0 1 332.83 454.99 Tm(h)3(tt)-3()3

X. Visa requirements

Participants are REQUIRED to obtain an appropriate entry visa from the Royal Thai Embassy or the Royal Thai Consulate-General before entering to Thailand, EXCEPT for those nationals listed below.

List of countries and territories entitled for visa exemption and visa on arrival		
Ordinary passport		
A. Visa exemption for a maximum of 14 days (Ordinary passport)		
1. Cambodia	2. Myanmar (International Airports only)	
B. Visa exemption for a maximum of 30 days (Ordinary passport)		
1. Australia	19. Israel	36. Portugal
2. Austria	20. Italy	37. Qatar
3. Bahrain	21. Japan	38. Russian Federation
4. Belgium	22. Kuwait	39. Singapore
5. Brunei Darussalam	23. Liechtenstein	40. Slovak Republic
6. Canada	24. Lao People's Democratic Republic	41. Slovenia
7. Czech Republic	25. Luxembourg	42. South Africa
8. Denmark	26. Macao, China	43. Spain
9. Estonia	27. Malaysia	44. Sweden
10. Finland	28. Monaco	45. Switzerland
11. France	29. Mongolia	46. Turkey
12. Germany	30. Netherlands	47. United Arab Emirates
13. Greece	31. New Zealand	48. United Kingdom of Great Britain and Northern Ireland
14. Hong Kong, China	32. Norway	49. United States of America
15. Hungary	33. Oman	50. Vietnam
16. Iceland	34. Philippines	
17. Indonesia	35. Poland	
18. Ireland		
C. Visa exemption for a maximum of 90 days (Ordinary passport)		
1. Argentina	3. Chile	5. Peru
2. Brazil	4. Republic of Korea	

Visa on arrival (for a maximum of 15 days)	
1. Andorra	11. Maldives
2. Bulgaria	12. Malta
3. Bhutan	13. Mauritius
4. China	14. Romania
5. Cyprus	15. San Marino
6. Ethiopia	16. Saudi Arabia
7. India	17. Taiwan
8. Kazakhstan	18. Ukraine
9. Latvia	19. Uzbekistan
10. Lithuania	

Updated as of 26 October 2015 by the Department of Consular Affairs, Ministry of Foreign Affairs of Thailand

Participants holding UN Laissez-Passer (UNLP) travelling on official business to Thailand are REQUIRED to obtain appropriate visa before entering.

To apply for an appropriate entry visa to Thailand, participants are required to contact the respective Royal Thai Embassy/Consulate-General for accurate information regarding to their visa application procedures and required documents. The list of Royal Thai Embassy/Consulate-General can be found at www.thaiembassy.org

Participants who may wish to apply for visa application outside of their country of residence or reside in a country where there is no Royal Thai Embassy/Royal Thai Consulate should check the location where it is possible for them to apply for Thai visa. Please note that certain nationality, for security reasons, is not allowed to apply for visa where else except at the Royal Thai Embassy/Consulate-General which is holding the jurisdiction over the territory. For more information, please consult with your meeting organizer.

- (a) The applicant must possess a passport with the validity of at least six months and must be in possession of a valid return ticket with date of departure within 15 days of the date of entry;
- (b) The applicant must fill out an application form, which is available at the Visa-on-Arrival counter at Suvarnabhumi International Airport, supply one recent passport-sized photograph and a fee of Baht 1,000.

vaccination at the Health Control Office upon arrival before proceeding to immigration. A valid vaccination certificate means that the vaccine was administered at least 10 days prior to travel to the affected country. The International Health Certificate must also be submitted together with the visa application form.

The countries/areas listed below have been declared yellow fever infected areas:

1.	Angola	24.	Guyana
2.	Argentina	25.	Kenya
3.	Bolivia	26.	Liberia
4.	Brazil	27.	Mali
5.	Benin	28.	Mauritania

In addition to the above, Medical Services Division at HQ advises that pregnant UN Personnel should not

sandwiches, pastries, coffee, tea and soft drinks, is located on level 1, UNCC and is open from 0700 to 1700 hours.

XVII. Accessibility support for persons with disabilities

In order to enhance accessibility to the United Nations Conference Centre (UNCC) for persons with diverse disabilities, whether visual, physical, brain lesions, hearing or speech impairments, a set of assistive devices are available upon request in a designated area at the Accessibility Centre, first floor, UNCC. For more information please email escap-conference-management@un.org or call +66.2.2881601.

XVIII. Banking facilities

Banking services are available at the Siam Commercial Bank, United Nations Branch, located on the first floor of the Service Building, from 0830 to 1530 hours during weekdays. (telephone extension 2168).

XIX. Postal services

Postal services are available at the Post Office, United Nations Branch, located on the ground floor of UNCC. It is open from 0800 to 1600 hours, Monday through Friday. The Post Office can be contacted at extensions 1260 and 2911.

XX. Souvenir shop

The souvenir shop is located on the first floor of UNCC.

XXI. Travel agent

American Express Travel office is located on the ground floor, Secretariat Building, which is open from 0800 to 1700 hours weekdays. AMEX office can be contacted at extensions 2820, 2821, 2822 and 2823.
