Economic and Social Commission for Asia and the Pacific
Department of Economic and Social Affairs
Evidence-based Policies on Youth Development in Asia:
Promoting the Sustainability of the Youth Policy Toolbox in Asia-Pacific
Bangkok, 29 May- 1 June 2017

Information for participants

MEETING VENUE AND REGISTRATION:
The workshop on “Evidence-based Policies on Youth Development in Asia: Promoting the Sustainability of the Youth Policy Toolbox in Asia-Pacific” will be held at UNESCAP, Conference Centre (UNCC), Bangkok, from 29 May-1 June, 2017.

The opening of the workshop will take place at 0900 hours on Monday, 29 May 2017, in Conference Room 4, level 2, UNCC.

Participants are requested to register and obtain meeting badges with a photo at the registration counter, located on the ground floor of UNCC, on the opening day of the event. Participants are encouraged to submit their photo to us in advance to speed up the registration process.

ACCOMMODATION:
The following hotels, located relatively close to ESCAP, have been designated as recommended hotels for which the room rates indicated below are inclusive of service charge and value added tax.

<table>
<thead>
<tr>
<th>Name and address</th>
<th>Driving distance to UNCC (min.)</th>
<th>Located near BTS or MRT (I) line</th>
<th>Shuttle service to and from ESCAP</th>
<th>Hotel Airport Pick Up Service Available</th>
<th>Room type</th>
<th>Daily room rates (Baht)</th>
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<tbody>
<tr>
<td>**Hotel Dé Moc *****&lt;br&gt;78 Prajatipatai Road, Bangkok&lt;br&gt;Tel: +66.2. 6292100-4&lt;br&gt;Fax: +66.2.2801299&lt;br&gt;E-mail: <a href="mailto:rsvn@buddyhotelsresorts.com">rsvn@buddyhotelsresorts.com</a>&lt;br&gt;Website: <a href="http://www.hoteldemoc.com">http://www.hoteldemoc.com</a>&lt;br&gt;Contact person: Mr. Sonthi Saiklai</td>
<td>5-10</td>
<td>No</td>
<td>Yes (One way transfer from hotel to UNCC)</td>
<td>Standard, Superior</td>
<td>Single</td>
<td>1,400 a/c 1,600 c/a 1,800 a/c</td>
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<td>**Nouvo City Hotel ******&lt;br&gt;2 Samsen 2, Samsen Road, Banglumphu, Pranakorn, Bangkok&lt;br&gt;Tel: +66.2.2827500 ext. 0110&lt;br&gt;Fax: +66.2.2821243</td>
<td>5-10</td>
<td>No</td>
<td>Yes</td>
<td>Superior, Deluxe, Grand</td>
<td>Single</td>
<td>1,600 a/c 1,800 b/a 1,900 b/a 2,100 b/a 2,200 b/a 2,400 b/a</td>
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</table>
| E-mail: adamb@nouvocityhotel.com  
Website:  
http://www.nouvocityhotel.com  
Contact person:  
Mr. Adam Phadungsilp | 5-15 | No | Yes | Yes | Single Deluxe | 2,800 a/b/c | 3,000 a/b/c |
| Royal Princess Larn Luang Hotel **** | 269 Larnluang Road, Bangkok  
Tel: +66.2.2813088  
Fax: +66.2.2801314  
E-mail:  
rsvn@royalprincesslarnluang.com  
Website:  
http://www.royalprincesslarnluang.com  
Contact person:  
Ms. Benjarat Rushakul | 5-10 | No | Yes | Yes | Superior Deluxe | 1,400 a/b | 1,600 a/b |
| | 5-15 | No | Yes | Yes | Superior Deluxe | 1,700 a/b | 1,900 a/b |
| Trang Hotel *** | 99/1 Wisutkasat Road, Bangkok  
Tel: +66.2.2822141-4  
Fax: +66.2.2803610  
E-mail:  
reservations@tranghotelbangkok.com  
Website:  
http://www.tranghotelbangkok.com  
Contact person:  
Ms. Thongtem Lerknawapairoj | 5-10 | No | Yes | Yes | Superior Deluxe | 1,800 a/b | 1,800 a/b |
| Prince Palace Hotel | 488/800 Bobae Tower Damrongk Road  
Klong Mahanak ,Pomprab, Bangkok  
Tel: +66.2.628-1111  
Fax: +66.2 628-1000, 628-1800  
E-mail:  
reservation@princepalace.co.th, reservation1@princepalace.co.th  
Website: www.princepalace.co.th  
Contact person:  
Ms. Jutharat Srimeak | 5-10 | No | Yes | Yes | Superior Executive | 3,500 a/b | 3,500 a/b |

(1) BTS = Bangkok Skytrain  
MRT = Metropolitan Rapid Transit (subway)  

Inclusive of daily American breakfast, service charge and value added tax.  
b. Complimentary transport services provided according to fixed schedules, from the hotel to UNCC in the morning and back to the hotel in the evening,  
c. Free Internet Access.  

Participants are requested to contact the hotel directly at least 10 working days in advance and provide their full name, date and time of check-in and check-out, flight numbers and contact details.  

The rates provided in the table are as of April 2017 and subject to change without notice. Please confirm the room rates with the hotel directly.
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 centre 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.

TRANSPORTATION:

- Transport from and to the Airport

Participants should make their own transportation arrangements from the 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 www.suvarnabhumiairport.com.

To avail themselves of the limousine and public metered-taxi services as indicated above, it is strongly recommended that participants approach only authorized staff at the official counters located in the airport arrival zone, who, upon request, 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 Survarnabhumi Airport. In addition to toll fees, a 50-baht surcharge is added to the meter fare from the airport to the city.

- Transport to attend meetings

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

BANKING FACILITIES:

Banking services are available at the Siam Commercial Bank, United Nations Branch, located on the 1st floor of the Service Building, from 0830 to 1530 hours during weekdays (telephone extension 2168).

DAILY SUBSISTENCE ALLOWANCE:

Participants whose travel is sponsored by ESCAP will be provided with a daily subsistence allowance at prevailing United Nations rates in local currency. In order to facilitate the payment of subsistence allowance, eligible participants are requested to submit copies of their passports, boarding passes, arrival/departure forms and air tickets to the secretariat staff in the meeting room.

Participants who are unable to stay for the duration of the meeting are requested to inform the secretariat in advance or as soon as possible after arrival, so that the subsistence allowance can be adjusted accordingly.

TRAVEL AGENT:
The office of American Express/GBT Travel Co., Ltd. is located on the 4th Floor of the Service Building. It is open from 0800 to 1700 hours on weekdays, and can be contacted at extensions 2820, 2821, 2822 and 2823.

MEDICAL SERVICE:
First aid and emergency medical services are available at the ESCAP Medical Centre, which is located on the ground floor of UNCC. The ESCAP Medical Officer and Nurse are available Monday through Friday from 0730 to 1200 hours and from 1245 to 1545 hours. Appointments may be made through the receptionist at extensions 1352 or 1353.

POSTAL SERVICE:
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 to Friday, and can be contacted at extensions 1260 and 2911.

SOUVENIR SHOP:
The souvenir shop is located on the 1st floor of UNCC.

WEATHER
The weather in Bangkok is usually warm and humid. Light tropical clothing would be appropriate. The conference rooms where the meetings are to be held are air-conditioned and the temperature is maintained in the range of 23-24 degrees Celsius (73-75 degrees Fahrenheit).

ELECTRIC PLUG AND SOCKET
The electric power in Thailand is 220V running at 50Hz and the plug types used are either type A, type B, or type C*. Delegates are strongly encouraged to carry their own adapters for use with laptops and other electrical appliances as the Secretariat will not be able to provide these.