
Economic and Social Commission for Asia and the Pacific
Committee on Energy

First session

Bangkok, 17-19 January 2017

Information for participants*

I. General

1. The first session of the Committee on Energy is scheduled to be held at the United Nations Conference Centre (UNCC) in Bangkok, from 17 to 19 January 2017.

2. The session will be opened by the Executive Secretary of ESCAP at 0900 hours on Tuesday, 17 January 2017, in Conference Room 3, UNCC. All subsequent meetings will be held from 0900 hours to 1200 hours and 1400 hours to 1700 hours.

II. Registration and identification badges

3. In order to enable more effective access control and speed up the screening by security personnel, the Economic and Social Commission for Asia and the Pacific (ESCAP) uses photo badges for meeting participants, who are requested to register and obtain meeting badges with photo at the registration counter, located on the ground floor, UNCC, from 0800 hours to 0850 hours on the opening day of the event. Participants who are not able to register during the time indicated above are requested to do so upon their arrival at UNCC before going to the conference room. Only the names of duly-registered participants will be included in the list of participants.

4. Participants are requested to submit a duly-accomplished nomination/attendance form to the secretariat at email: escap-energy@un.org, well in advance, but no later than 16 December 2016. Participants are also encouraged to submit their photo in advance in order to speed up the registration process. Furthermore, kindly note that prior registration is mandatory in line with the standard United Nations security procedures to facilitate security clearance.

5. For identification and security reasons, all participants are requested to wear their meeting badges at all times during meetings, social functions and while in the United Nations complex. The loss of a meeting badge should be communicated to the Conference Management Unit located on the ground floor of UNCC behind the registration counter, so that a new one can be issued immediately.

* This document is being issued without formal editing.

III. Travel Advisory

6. On 13 October 2016 the death of His Majesty King Bhumibol Adulyadej, who was highly revered by the people of Thailand, was announced. During the official mourning period of one year, Thai citizens are encouraged to wear black or polite colour and others may also choose to do so. Visitors are advised to be respectful of Thai customs and may choose to wear polite or plain colour, modest clothing out of respect.

IV. Visa requirements

7. Participants are REQUIRED to obtain an appropriate entry visa from the Thai Embassy or Consulate before entering Thailand, EXCEPT for nationals of countries listed below.

List of countries and territories entitled for visa exemption and visa on arrival

A. Ordinary passport

Visa exemption for a maximum of 14 days

1. Cambodia
2. Myanmar (international airports only)

Visa exemption for a maximum of 30 days

- | | |
|--------------------------------------|--|
| 1. Australia | 27. Malaysia |
| 2. Austria | 28. Monaco |
| 3. Bahrain | 29. Mongolia |
| 4. Belgium | 30. Netherlands |
| 5. Brunei Darussalam | 31. New Zealand |
| 6. Canada | 32. Norway |
| 7. Czechia | 33. Oman |
| 8. Denmark | 34. Philippines |
| 9. Estonia | 35. Poland |
| 10. Finland | 36. Portugal |
| 11. France | 37. Qatar |
| 12. Germany | 38. Russian Federation |
| 13. Greece | 39. Singapore |
| 14. Hong Kong, China | 40. Slovakia |
| 15. Hungary | 41. Slovenia |
| 16. Iceland | 42. South Africa |
| 17. Indonesia | 43. Spain |
| 18. Ireland | 44. Sweden |
| 19. Israel | 45. Switzerland |
| 20. Italy | 46. Turkey |
| 21. Japan | 47. United Arab Emirates |
| 22. Kuwait | 48. United Kingdom of Great Britain and Northern Ireland |
| 23. Lao People's Democratic Republic | 49. United States of America |
| 24. Liechtenstein | 50. Viet Nam |
| 25. Luxembourg | |
| 26. Macao, China | |

Visa exemption for a maximum of 90 days

- | | |
|--------------|----------------------|
| 1. Argentina | 4. Peru |
| 2. Brazil | 5. Republic of Korea |
| 3. Chile | |

B. Diplomatic/Official Passport**Visa exemption for a maximum of 30 days**

- | | |
|-------------------------------------|---|
| 1. Brunei Darussalam | 8. Macao, China |
| 2. Cambodia | 9. Mongolia |
| 3. China | 10. Myanmar |
| 4. Ecuador | 11. Oman |
| 5. Hong Kong, China | 12. Pakistan (diplomatic passport only) |
| 6. Indonesia | 13. Singapore |
| 7. Lao People's Democratic Republic | 14. Viet Nam |

Visa exemption for a maximum of 90 days

- | | |
|--|--|
| 1. Albania | 23. Mexico |
| 2. Argentina | 24. Montenegro (as of 31 October 2015) |
| 3. Austria | 25. Nepal |
| 4. Belgium | 26. Netherlands |
| 5. Bhutan | 27. Panama |
| 6. Brazil | 28. Peru |
| 7. Chile | 29. Philippines |
| 8. Colombia | 30. Poland |
| 9. Costa Rica | 31. Republic of Korea |
| 10. Croatia | 32. Romania |
| 11. Czechia | 33. Russian Federation |
| 12. Estonia (diplomatic passport only) | 34. Slovakia |
| 13. France (diplomatic passport only) | 35. South Africa |
| 14. Germany | 36. Spain (diplomatic passport only) |
| 15. Hungary | 37. Sri Lanka |
| 16. India | 38. Switzerland |
| 17. Israel | 39. Tajikistan |
| 18. Italy | 40. Tunisia |
| 19. Japan | 41. Turkey |
| 20. Liechtenstein | 42. Ukraine |
| 21. Luxembourg | 43. Uruguay |
| 22. Malaysia | |

C. Visa on arrival (for a maximum of 15 days)

- | | |
|---------------|------------------------------|
| 1. Andorra | 11. Maldives |
| 2. Bhutan | 12. Malta |
| 3. Bulgaria | 13. Mauritius |
| 4. China | 14. Romania |
| 5. Cyprus | 15. San Marino |
| 6. Ethiopia | 16. Saudi Arabia |
| 7. India | 17. Taiwan Province of China |
| 8. Kazakhstan | 18. Ukraine |
| 9. Latvia | 19. Uzbekistan |
| 10. Lithuania | |

Updated as of 10 February 2016 by the Department of Consular Affairs,
Ministry of Foreign Affairs of Thailand

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

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

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

11. Participants who may need further assistance from ESCAP on their visa application should contact their meeting organizer in order to coordinate with the Visa and Shipment Unit, Division of Administration, ESCAP for necessary action.

12. Participants who wish to apply for a visa on arrival at Suvarnabhumi International Airport or at Don Mueang International Airport should follow the below requirements:

(a) The applicant must be in possession of a passport, with the validity of at least six months, and 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 the airport, supply one recent passport-sized photograph and a fee of 1,000 baht.

NOTE: The information provided above is accurate as of December 2015. All participants are advised to consult with the Thai Embassy/Consulate in their respective countries/areas regarding the latest applicable immigration requirements prior to their departure to Thailand.

13. Furthermore, in line with security procedures for United Nations staff, travel notification through the Travel Request Information Process (TRIP) is required prior to any official travel to a non-phase area. Upon notification of travel on TRIP, United Nations staff members will automatically receive an updated security advice for United Nations visitors to Thailand. Please visit <https://dss.un.org> to apply for this travel notification. United Nations staff members are required to complete the “BASIC SECURITY IN THE FIELD” training before travelling.

V. Weather

14. 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).

VI. Electric Plug and Socket

15. The electric power in Thailand is 220V running at 50Hz and the plug types used are either type A, type B, or type C. A hybrid socket is almost universally found, which accepts a combination of the above plug types.

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. In case of need, adapters can be purchased from shops in the city dealing in electronic and electrical items.



Type A

Type B

Type C

Hybrid Socket

VII. Health and vaccination

16. Upon arrival at the port of entry in Thailand, participants who are the nationals of or have traveled from/through countries listed below which have been declared yellow fever infected areas must provide an International Health Certificate proving that they have received a **valid yellow fever vaccination at the Health Control Office 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.

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

- | | |
|--------------------------------------|---------------------------|
| 1. Angola | 24. Guyana |
| 2. Argentina | 25. Kenya |
| 3. Benin | 26. Liberia |
| 4. Bolivia | 27. Mali |
| 5. Brazil | 28. Mauritania |
| 6. Burkina Faso | 29. Niger |
| 7. Burundi | 30. Nigeria |
| 8. Cameroon | 31. Panama |
| 9. Central African Republic | 32. Paraguay |
| 10. Chad | 33. Peru |
| 11. Colombia | 34. Rwanda |
| 12. Congo | 35. Sao Tome and Principe |
| 13. Cote d'Ivoire | 36. Senegal |
| 14. Democratic Republic of the Congo | 37. Sierra Leone |
| 15. Ecuador | 38. Somalia |
| 16. Equatorial Guinea | 39. Sudan |
| 17. Ethiopia | 40. Suriname |
| 18. French Guiana | 41. Tanzania |
| 19. Gabon | 42. Togo |
| 20. Gambia | 43. Trinidad and Tobago |
| 21. Ghana | 44. Uganda |
| 22. Guinea | 45. Venezuela |
| 23. Guinea-Bissau | |

18. Thailand is currently experiencing ongoing sporadic transmission of the mosquito-borne Zika virus. All travelers are advised to protect themselves from mosquito bites while in Thailand. Given possible transmission of the disease to unborn babies, pregnant women should consider postponing travel

to Thailand or talk to their doctor about the implications of traveling to Thailand during this time.

19. In addition to the above, Medical Services Division at HQ advises that pregnant United Nations Personnel should not undertake duty travel or be relocated to countries/areas where local transmission of Zika virus is known to occur. Women who are seeking pregnancy should obtain individual advice from their medical practitioner on risk management regarding their plans to travel into a Zika-affected area. For further information, please read the attached Zika virus FAQ.

20. First-aid and emergency medical service is available during weekdays at the Medical Centre, which is located on the ground floor of the UNCC. The Medical Officer and Nurse are available from 0730 to 1545 hours, with the exception of lunch time from 1200 to 1245 hours. Appointments may be made by contacting relevant staffs at extensions 1352 or 1761.

21. The United Nations buildings are smoke-free areas. Smoking is permitted only in the designated areas outside of the buildings.

22. Delegates are strongly encouraged to subscribe to a travel or health insurance which is valid in Thailand, in order to cover any medical bills or hospitalization fees.

VIII. Foreign currency declaration

23. Any person who brings into or takes out of Thailand an aggregate amount of foreign currency exceeding US\$ 20,000 or its equivalent shall declare the amount to a customs official. Failure to make such a declaration or making any false declaration to a customs official is a criminal offence.

24. Currency exchange facilities are available at hotels and all over Bangkok. Such services are also available at the Siam Commercial Bank, United Nations Branch, which is located on the 1st floor of the Service Building (telephone extension 2168). The Bank opens from 0830 to 1530 hours, with no lunch break, from Monday to Friday.

IX. Airline reservations

25. Many international airlines operate regular services to and from Bangkok. Participants are advised to secure their return bookings prior to their departure for Bangkok. If this is not possible, they should make firm return bookings immediately upon arrival in Bangkok. Travel services are available through the American Express Travel office located on the 4th floor of the Service Building.

X. Hotel accommodation

26. 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.

Name and address	Driving distance to UNCC (min.)	Room type	Daily room rates (Baht)	
			Single	Double
Shangri-La Hotel***** 89 Soi Wat Suan Plu, New Road Bangkok Tel: +66.2.2367777 Fax: +66.2.2368579 E-mail: thiptera.tanthasri@shangri-la.com Website: www.shangri-la.com <i>Contact person:</i> Ms. Thiptera Tanthasri	30-40	Deluxe room	3,600 ^{a/c}	4,100 ^{a/c}
The Sukosol***** 477 Si Ayuthaya Road, Phayathai Bangkok Tel: +66.2.2470123 Fax: +66.2.2470165 E-mail: ratchanikrit@sukosolhotels.com Website: www.sukosolhotels.com <i>Contact person:</i> Ms. Ratchaneekrit Khankath	15-25	Deluxe	2,700 ^{a/c}	2,900 ^{a/c}
Amari Watergate Hotel & Spa***** 847 Petchaburi Road Bangkok Tel: +66.2.6539000 Ext. 5122 Fax: +66.2.6539045 E-mail: sutrapat.k@amari.com Website: www.amari.com/watergate <i>Contact person:</i> Ms. Sutrapat Kumwan	20-30	Deluxe	3,000 ^{a/c}	3,200 ^{a/c}
Pullman Bangkok Kingpower***** 8 Rangnam Road, Kweang Thanon-Phayathai Rachathewi, Bangkok Tel: +66.2.6809813 Fax: +66.2.6809998 E-mail: sm@pullmanbangkokkingpower.com Website: www.pullmanbangkokkingpower.com <i>Contact person:</i> Ms. Darunee Khongbhakdee	20-25	Superior Deluxe Executive Executive suite	3,055 ^{a/c} 3,376 ^{a/c} 4,018 ^{a/c} 5,088 ^{a/c}	3,269 ^{a/c} 3,590 ^{a/c} 4,232 ^{a/c} 5,302 ^{a/c}
Anantara Siam Bangkok Hotel***** 155 Rajadamri Road Bangkok Tel: +66.2.1268866 Fax: +66.2.2545390 E-mail: narumon_ru@anantara.com Website: http://siam-bangkok.anantara.com/ <i>Contact person:</i> Ms. Narumon Runchamroon	30	Deluxe	3,900 ^{a/c}	4,600 ^{a/c}

Name and address	Driving distance to UNCC (min.)	Room type	Daily room rates (Baht)	
			Single	Double
Crowne Plaza Bangkok Lumpini Park Hotel***** 952 Rama 4 Road Bangkok Tel: +66.2.6329000 Fax: +66.2.6329001 E-mail: chalita.chokvanit@ihg.com Website: www.crowneplaza.com <i>Contact person:</i> Ms. Chalita Chokvanit	30	Superior	3,700 ^{a/c}	3,700 ^{a/c}
Novotel Bangkok on Siam Square**** 392/44 Siam Square Soi 6 Rama 1 Road, Pathumwan Bangkok Tel: +66.2.2098888 Fax: +66.2.2551824 E-mail: h1031-sl1@accor.com Website: www.novotelbkk.com/unitednations/ <i>Contact person:</i> Ms. Jarunun Sripromma	30	Standard	3,414 ^{a/c}	3,767 ^{a/c}
		Superior	4,002 ^{a/c}	4,355 ^{a/c}
		Executive Premier Floor	5,179 ^{a/c}	5,179 ^{a/c}
Royal Princess Larn Luang Hotel**** 269 Larnluang Road Bangkok Tel: +66.2.2813088 Fax: +66.2.2801314 E-mail: benjarat@royalprincesslarnluang.com Website: www.royalprincesslarnluang.com <i>Contact person:</i> Ms. Benjarat Rusakul	5-10	Superior	2,800 ^{a/b/c}	3,000 ^{a/b/c}
		Deluxe	3,400 ^{a/b/c}	3,600 ^{a/b/c}
Siam @ Siam Design Hotel**** 865 Rama 1 Road, Wangmai, Patumwan Bangkok Tel: +66.2.2173000 Ext. 1103 Fax: +66.2.2173030 E-mail: assist.dos2@siamatsiam.com Website: www.siamatsiam.com <i>Contact person:</i> Ms. Natkhanit Chirawacharanant	15-20	Superior	3,200 ^{a/c}	3,500 ^{a/c}
Nouvo City Hotel**** 2 Samsen 2, Samsen Road Banglumphu, Pranakorn Bangkok Tel: +66.2.2827500 Ext. 0110 Fax: +66.2.2821243 E-mail: adam@nouvocityhotel.com Website: www.nouvocityhotel.com <i>Contact person:</i> Mr. Adam Phadungsilp	5-10	Superior	1,600 ^{a/b/c}	1,800 ^{a/b/c}
		Deluxe	1,900 ^{a/b/c}	2,100 ^{a/b/c}
		Grand Deluxe	2,200 ^{a/b/c}	2,400 ^{a/b/c}

Name and address	Driving distance to UNCC (min.)	Room type	Daily room rates (Baht)	
			Single	Double
Riva Surya – Bangkok**** 23 Phra Arthit Road Bangkok Tel: +66.2.6335000 Fax: +66.2.6335050 E-mail: info@rivasuryabangkok.com Website: www.rivasuryabangkok.com <i>Contact person:</i> Ms. Thannaree Ketkaew	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*** 99/1 Wisutkasat Road Bangkok Tel: +66.2.2822141-4 Fax: +66.2.2803610 E-mail: reservations@tranghotelbangkok.com Website: www.tranghotelbangkok.com <i>Contact person:</i> Ms. Thongtem Lerknawapairoj	5-10	Superior	1,400 ^{a/b}	1,400 ^{a/b}
		Superior Premium	1,600 ^{a/b}	1,600 ^{a/b}
		Deluxe	1,800 ^{a/b}	1,800 ^{a/b}
Hotel Dé Moc (former Thai Hotel)*** 78 Prajatipatai Road Bangkok Tel: +66.2. 6292100-4 Fax: +66.2.2801299 E-mail: rsvn@buddygrouphailand.com Website: www.hoteldemoc.com <i>Contact person:</i> Mr. Sonthi Saiklai	5-10	Standard	1,300 ^{a/b*}	1,500 ^{a/b*}
		Superior	1,500 ^{a/b*}	1,700 ^{a/b*}

^a Inclusive of daily American breakfast, service charge and government 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.

* Hotel Dé Moc has one way transfer from hotel to UNCC.

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

28. 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.

29. Rooms are available to participants on a first-come, first-served basis. Any cancellations, postponements or other changes should be notified to the hotel at least 48 hours in advance. Rooms not occupied in accordance with the latest advice will be held for 24 hours at the participant's expense and then released.

XI. Payment of hotel accounts

30. Before departure from Bangkok, participants should settle all accounts directly with the respective hotels, including room charges and other expenses, such as local and long-distance telephone calls, Internet use, business centre use, laundry, room and hotel transportation services, and 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.

XII. Transport from and to the airport

31. 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 International Airport can be found at www.suvarnabhumiairport.com.

32. For the limousines and public metered-taxi services as indicated above, **it is strongly recommended that participants contact only authorized staff at official counters located in the airport arrival zone.** In addition to toll fees, there is a 50 baht surcharge to be added to the meter charge from airport to the city.

XIII. Transport to attend meetings

33. Some hotels indicated in paragraph 26 offer complimentary transport, according to fixed schedules, to and from UNCC. Otherwise, participants must make their own transport arrangements in order to attend meetings.

XIV. Internet services

34. Free wireless Internet access is available in all conference and meeting rooms and in the public areas of the UNCC. No password is required.

XV. Catering services

35. Catering services are available at the cafeteria, which is located on the 1st floor of UNCC, from 1100 to 1400 hours for lunch. Rajapruek Lounge, on the ground floor of UNCC, is open from 0700 to 1700 hours on Monday to Thursday, and from 0700 to 1900 hours on Friday. The canteen, on the ground floor of the Service Building, is open from 0700 to 1300 hours. In addition, the Coffee Corner, which serves sandwiches, pastries, coffee, tea and soft drinks, is located on the 1st floor of UNCC and is open from 0700 to 1700 hours.

XVI. Communications

36. Mail intended for participants during the session should be addressed as follows:

(Name of the meeting participant.)
c/o Energy Division, ESCAP Secretariat
United Nations Building
Rajdamnern Nok Avenue
Bangkok 10200
Thailand
Fax: +66 2 288 1059
E-mail address: escap-energy@un.org

XVII. Meeting documents

37. Pre-session documents, to be issued in all official languages of the Commission, will be available for downloading from www.unescap.org/events/committee-on-energy-first-session. To facilitate downloading and access to documents, all meeting rooms and public areas will be fully equipped with Wi-Fi connections and power sources.

38. Participants are requested to bring with them copies of the meeting documents distributed prior to the session by the ESCAP secretariat to their Governments/Agencies/Organizations. Only a limited number of copies of such documents will be available during the session.

39. Documents for circulation or distribution at the session should be handed to Conference Officer on duty within the conference room. In accordance with the United Nations regulations for the control and limitation of documentation, the secretariat cannot undertake to process and/or reproduce documents or a statement submitted by individual delegations, unless the Commission specifically takes a decision to that effect and approves the financial implications thereof.

XVIII. Accessibility support for persons with disabilities

40. In order to enhance accessibility to UNCC for persons with diverse disabilities, whether visual, physical, brain lesions, or hearing or speech impairments, a set of assistive devices are available upon request in a designated area at the Accessibility Centre, 1st floor, UNCC. For more information please email escap-conference-management@un.org or call +66.2.2881806.

XIX. Library facilities

41. ESCAP Library facilities are available on the 1st floor of the Service Building from 0730 to 1600 hours, Monday to Friday. For details on the use of the Library facilities, please consult the staff on duty at the Library or call extensions 1329 and 1360. Further information can be found at www.unescap.org/library.

XX. Banking facilities

42. 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 (extension 2168, and 2169).

XXI. Postal services

43. 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.

XXII. Souvenir shop

44. The souvenir shop is located on the 1st floor of UNCC.

XXIII. Travel agent

45. American Express Travel office 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.
