



# The Global Summit on Civil Registration and Vital Statistics

18-19 April 2013 | Plaza Athenee Hotel  
Bangkok, Thailand | [www.globalsummitoncrvs.org](http://www.globalsummitoncrvs.org)

## GENERAL INFORMATION FOR PARTICIPANTS

### 1. Venue

The venue of the summit is:

**Plaza Athenee Bangkok,  
A Royal Meridien**

61 Wireless Road (Witthayu)

Bangkok 10330 Thailand

Tel: +66 2650 8800; Fax: +66 2650 8500-1

### 2. Accommodation

There are lots of good hotels in Bangkok and most are available at discount rate through major online hotel reservations. Besides the venue hotel, hotels along BTS (Bangkok rapid sky train) are recommended for your convenience.

The venue, The Plaza Athenee Hotel Bangkok, also offers special rate for participants with minimum of 2-night stay.

Deluxe Single Room rate THB 3,000.- net (38 SQ. M.)

Deluxe Double/Twin Room rate THB 3,400.- net (38 SQ. M.)

- Guestroom rates quoted are **inclusive of 10%** service charge and applicable government tax on room rate and service charge, effectively a total of 17.7% and non-commissionable. The hotel reserves the right to adjust the applicable VAT and/or tax according to any change in the government tax law or tax structure.
- Hot buffet breakfast for guests in residence is **included** within the room rate. Breakfast for guests who are not staying in the hotel will be charged at THB 850 net/per person.
- Rates will be applied for 3 days pre and/or post stays, subject to availability.
- The hotel is not responsible for any rates appearing on the Worldwide Web not operated by the hotel, or any rates appearing via tour operators/holiday brochures
- **Above rates are exclusive of High Speed Internet (Wi-Fi) access. Additional access will be charged at THB 350 net per day or THB 214 net per hour.**

To get the above special rates, participants need to book the room directly with hotel by using the **"Hotel Reservation Form"**. Please use the enclosed form and send to the hotel by fax (only) at +66 2 650 8845.

Participants are requested to settle their bills directly with the hotel for the room and any other charges. Please check the booking cancellation condition before making the reservation.

For further assistance regarding hotel reservation, please contact the reservation directly: Reservations Department Plaza Athenee Hotel, A Royal Meridien 61 Wireless Road (Witthayu) Bangkok 10330 Thailand Tel: +66 2 650 8800 Fax: +66 2 650 8500-1

### 3. Airport transfers

Metered taxis are available from the airport. It is encouraged to take metered taxis from the airport as the hotel transport is charged extra. The taxi stand is on the ground floor outside gate 4 and gate 7. Please make your way to the taxi stand by taking the escalator down. The passengers will need to pay an additional 50 Baht (Airport charge) on top of the meter and toll fee. Total taxi fee and toll fee from the airport to the hotel should be around 300-350 Baht up to traffic condition.

Airport Rail Link is another alternative public transport from the airport to the venue hotel. Airport Rail Link both City Line and Express start from Suvarnabhumi international airport to Phaya Thai station. One-way ticket for City Line and Express are 45 Baht and 90 Bath respectively. A transfer from Airport Rail Link to BTS is to be made at Phaya Thai Station. BTS ticket can be purchased at Phaya Thai Station ticket booth. It costs 25 Baht from Phaya Thai station to Ploenchit Station, the nearest station to the venue hotel. A walk from Ploenchit Station to Plaza Athenee Hotel on Wireless Road (Witthayu Road) takes about 10-15 minutes.

### 4. Passport and visa

Your passport should have at least 6 months validity and it is better to obtain visa prior to your travel to Thailand. Please note that the visa fee is not reimbursed by WHO. **Please be advised to urgently contact Royal Thai Embassy or Royal Thai Consulate office at your local residency for visa application since April is the major holiday month of Thailand.**

For more information about Thailand's visa, please visit <http://www.mfa.go.th/main/en/services/123>

### 5. Airport

The international airport is 'Suvarnabhumi International Airport' which is located in Bang Phli District, Samut Prakan Province. It is approximately 30km east of Bangkok.

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. Please note that the Don Muang Airport, the former Bangkok International Airport, currently handles domestic flights only.

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 Survarnabhumi Airport. In addition to toll fees, there is a 50 Baht surcharge to be added to the meter charge from airport to the city.

### 6. Currency

The currency used in Thailand is Thai Baht and the exchange rate is approximately US\$1 to 30 Thai Baht. Facilities for exchange of foreign currencies are available at the banks and authorized money changers around the international airport and nearby the hotel. Major credit cards are also widely accepted in tourist centers.

## **7. Banks**

The country's central bank is the Bank of Thailand. Major Thai commercial banks include the Bangkok Bank, Siam Commercial Bank, Krungthai Bank, Kasikorn Bank and Thai Military Bank. Their working hours are 08.30 – 15.30 (Monday to Friday). All major banks have extended their office hours for the branches located in the shopping centers to 19.00 – 20.00 hours for the working days and during the weekends. Several international banks also have offices in Thailand.

## **8. Health and medical facilities**

Bangkok has numerous clinics and hospitals catering to a variety of needs. Major public and private hospitals are equipped with the latest medical technology and internationally qualified specialists. Almost all pharmaceuticals are widely available. Drinking of tap water should be avoided.

## **9. Sight-seeing**

You are free to make sightseeing arrangements, not conflicting with the conference programme. Please contact the hotel travel desk for further assistance.

## **10. Climate**

Thailand is a warm and humid tropical country with monsoonal climate. Temperatures are highest in March and April with average temperature from 28 to 38 degrees Celsius and humidity averaging between 73% to 83%.

Cotton clothes are best suited for the climate in Thailand.

## **11. Electricity**

220 volts 50 cycles throughout Thailand.

## **12. Business hours**

Government and business offices are open from 08.30 to 16.30 hours, Monday to Friday.

## **13. Contact persons**

For assistance, please contact:

**Mr Ranjit Kathuria**  
WHO-South East Asia Regional Office

Email: [crvsglobalsummit@who.int](mailto:crvsglobalsummit@who.int)

Phone: +91 9873726628

#### 14. Map of Plaza Athenee Hotel

You are advised to show this map below to taxi drivers from the airport and indicating that you would like to go to the Plaza Athenee Hotel on Wireless Road (Witthayu) by using express way and exit at Ploenchit South Exit. Once exit, continue straight along Sukhumvit road. When you turn left to Wireless Road, you will see the Plaza Athenee Hotel on the left side.

There are several famous department stores near the hotel, for instance; Siam Paragon, Central World Department Store, Amarin Plaza, Gaysorn, etc. You may take the BTS sky train to Chidlom or Siam station to explore "Ratchaprasong Shopping District". There are also lots of shopping centers along the Sukhumvit Road. For more information, please ask the hotel receptionists.

