Regional Workshop on the Recognition of Higher Education Qualifications in Asia and the Pacific

21-23 October 2015
Bangkok, Thailand

INFORMATION NOTE

1) Venue

Pullman Bangkok Grande Sukhumvit (3rd floor, Junior Ballroom 2)
(Aka) Grande Millennium Sukhumvit Bangkok
30 Sukhumvit 21 (Asoke) Road
Klongtoey Nua
Bangkok 10110
THAILAND
Tel. +66 (0)2 204 4000
Fax. +66 (0)2 204 4199
Email: sm@pullmanbangkokgrandesukhumvit.com

2) Travel from the airport to the Meeting Venue

All participants are responsible for arranging their own transportation from and to the airport. Most airlines will land in Bangkok’s Suvarnabhumi International Airport, but some budget airlines such as AirAsia have relocated to Don Muang International Airport. Please check with your airline/travel agent to confirm your destination.
a. Taxi

The most convenient way to get from the airport to the city is by taxi. There are two kinds of taxis: the more expensive limousine taxi and the public meter taxi. If you wish to take an airport limousine, check with the limousine counter inside the airport.

**Traveling from Suvarnabhumi International Airport to the hotel**

To travel from Suvarnabhumi International Airport to your hotel, use a metered taxi located outside the airport building one floor below the arrival hall. Follow signs for “Public Taxi”. There are kiosks which issue you a ticket with the number of the parking space where the taxi should be waiting. (Note: Sometimes the taxi may not be at the spot. Please wait until one shows up.) Tell the taxi driver your destination. You need to pay the expressway toll when you get to the toll gates (around Baht 75). The taxi fare to the hotel is around Baht 300, but you have to pay an additional service surcharge of Baht 50 on top of the price shown on the meter for taxis leaving the airport.

**Traveling from Don Muang International Airport to the hotel**

Taking a metered taxi is the most convenient ground transport option when getting to/from the airport. The taxi stand is located outside the Arrival Hall. Most destinations to downtown Bangkok cost around Baht 250. Add an additional Baht 50 surcharge to your fare when you pay the driver upon arrival at your destination. All tollway charges will be paid by the passenger at the toll gates.
IMPORTANT: Please print the address of the Pullman Bangkok Grande Sukhumvit to show to the taxi driver if you have difficulties in communicating with the driver.

ไปส่งที่
โรงแรมพูลแมน แกรนด์ สุขุมวิท
(หรือ โรงแรม แกรนด์ มิลเลเนียม สุขุมวิท)
ถนนอโศก ซ. สุขุมวิท 21
โทร. 02-204 4000

b. Train – Airport Link to Suvarnabhumi International Airport only

The Airport Link operates from 6.00 am to midnight daily. A single-trip journey costs between Baht 15 and 45 for the commuter service. The Suvarnabhumi Station is located under the main terminal building (B1 Level, two floors below the Arrival Hall). This line provides services between Suvarnabhumi Airport and Phaya Thai Station at the end of the line. The entire journey, covering a distance of 28 kilometers, takes about 30 minutes, with 6 stops along the way.

You can take the Airport Link to the terminal station at Phaya Thai then take BTS skytrain to Sukhumvit line and get off at Asoke station, Pullman Bangkok Grande Sukhumvit is walking distance from Asoke Station.


For more detail about the Skytrain routes, go to http://www.bts.co.th/customer/en/02-route-current_new.aspx
3) Accommodation

UNESCO has reserved a room (single occupancy) at the Pullman Bangkok Grande Sukhumvit for participants to check in on Tuesday, 20 October 2015 and to check out on Saturday, 24 October 2015. Please present your passport and inform hotel staff that your room has been reserved by UNESCO when checking-in at the hotel.

Room benefits:
• Daily International buffet breakfast
• Complimentary Wi-Fi service

Check in / out time:
• Standard check-in time is 14:00 and check-out time is 12:00 noon.

Note: UNESCO Bangkok will pay the hotel directly for the cost of the room only for the duration of the meeting. All other personal charges (e.g. telephone, fax, mini-bar, laundry, room service, etc.) and late check out on 24 October will be borne by the participant and/or his/her companion(s) which will be charged to the participant when checking out. Please clear the account directly with the hotel before your departure.

4) Telephone

International direct dialing is available in all the guestrooms. This will be at your own expense. Please contact the hotel’s reception directly to make your connection.

5) Visa

Participants are required to obtain, if necessary, entry visa to Thailand from the Royal Thai diplomatic or consular mission in their own countries in advance. Please note that in most cases, a passport must be valid for at least six months in order to obtain a visa.
Note: Holders of UNLP’s are NOT necessarily accorded automatic entry, please check the website below for your nationality whether you need a visa and where to obtain one: http://www.mfa.go.th/main/en/services/4908

6) Climate in Bangkok

It is the rainy season in Bangkok during the time of the meeting. Temperatures are expected to range between 30° to 34°C. Since the meeting rooms are air-conditioned, it can be rather cold inside. The dress code for the meeting is smart casual, and a light jacket or shawl would be appropriated.

7) Currency Exchange

The commercial rate is subject to daily fluctuations. The exchange rate for cash is slightly lower than for travelers’ cheques. There are banks and currency exchange kiosks located at the airport and near the hotel.

8) Medical Emergency

In case of medical emergency, please contact the hotel’s information desk.

9) Contact Information

For programmatic matters, please contact:
Mr. Libing Wang, APEID Coordinator, Senior Programme Specialist in Higher Education, UNESCO Asia-Pacific Regional Bureau for Education
Email: l.wang@unesco.org

Ms. Eunsun Lee, Associate Programme Specialist, APEID Unit, UNESCO Asia-Pacific Regional Bureau for Education
Email: eu.lee@unesco.org

Mr. Wesley Teter, Senior Consultant, APEID Unit, UNESCO Asia-Pacific Regional Bureau for Education
Email: wr.teter@unesco.org
For logistics, please contact:

Ms. Jurairat Pongpinyo-opas, Programme Assistant, APEID Unit, UNESCO Asia-Pacific Regional Bureau for Education
Email: j.pongpinyo-opas@unesco.org