GENERAL INFORMATION NOTE

1 Date: 4-5 June 2015

2 Venue:
   **NIST International School**
   Address: 36 Sukhumvit Soi 15, Klongtoey-nua, Wattana, Bangkok 10110 Thailand
   Tel: +66 (0)2 651 2065, Fax: +66 (0)2 253 1193
   Website: [http://www.nist.ac.th/](http://www.nist.ac.th/)

3 Accommodation
   UNESCO Bangkok will reserve a single room (inclusive of breakfast) for each participant at the **U Sukhumvit Bangkok**:
   81 Sukhumvit Soi 15, Sukhumvit Road, Klongtoey-Nua, Wattana, Bangkok Thailand 10110
   Office Telephone +66 02 651 3355; Mobile Telephone +6691 718 4195
   Email: gadmin@usukhumvitbangkok.com

   A superior room for up to 2 persons (king bed only) can be booked at a corporate rate of 2,200 THB, or a deluxe room for 2 persons (twin and king bed) can be booked at a corporate rate of 2,700 THB.

   The Hotel is located nearby the Asoke BTS, a BTS sky train station, and within five minute walk to/from NIST. More details about the services of the Hotel can be found on the hotel website: [www.usukhumvitbangkok.com](http://www.usukhumvitbangkok.com)

Lunch will be hosted by NIST International School during the seminar for both 4 and 5 June 2015. All participants are also invited to a dinner reception, hosted by UNESCO Bangkok, on 4 June 2015 at the U Sukhumvit Hotel.

Any other personal expenses (e.g. telephone, fax, mini-bar, laundry, etc.) incurred by the participant shall be cleared directly with the hotel upon check-out.
4 Registration
Registration will take place at the ‘The Hub Lounge’ at NIST International School at 9:00am on Thursday 4th June. Further details will be communicated to participants directly.

5 Visa
Participants should ensure that their passport is valid for at least 6 months from their travel dates. If a visa to Thailand is needed, the application process should be started immediately. Please contact the Royal Thai Embassy/Consulate in your country or check Thailand’s Ministry of Foreign Affairs website: http://www.mfa.go.th/main/en/services/123 for more information on visa requirements and applications. Should you encounter any issues with obtaining your relevant visa, please inform UNESCO Bangkok immediately.

6 Currency Exchange Rate
The commercial exchange rate is subject to change daily. The exchange rate for cash is slightly lower than for travelers’ cheques. There are banks and currency exchange kiosks located at the airport. Currency exchange rate (counter rate) as of May 2015: USD1 = Thai Baht 33 approximately (http://www.scb.co.th/en/personal-banking).

7 Climate in Bangkok
Bangkok in June approaches the rainy season. Temperatures are expected to range between 23 to 33 °C approximately. Weather is likely to be slightly windy and cloudy, with a relative humidity of around 80%. Isolated rain showers can be expected hence an umbrella would be useful. For more information on the weather forecast, please visit http://www.tmd.go.th/en/province.php?id=37.

8 Transportation
One-way transportation from Bangkok’s Suvarnmamhumi International Airport to the U Sukhumvit hotel will be provided. Upon arrival, the driver will be carrying a sign with NIST and UNESCO’s logos, as well as your names. The exact meeting point location and driver details will be communicated to participants directly. Participants are responsible for their transportation upon departure from the U Sukhumvit Hotel to Suvarnamhumi Airport.

Bangkok’s Suvarnamhumi airport is located about 30 km east of Bangkok. Please see the following web site (http://www.bangkokairportonline.com/node/85) for a map of the Suvarnabhumi International Airport: There is only one airport terminal; the arrival hall is located on level 2 while the departure hall is on level 4.

There are three ways to get to the airport from the U Sukhumvit Hotel: public meter-taxi, limousine service, and Airport Rail Link.

- **Public meter-taxi:** You may request the hotel to arrange a taxi for you upon your departure. Travel from downtown Bangkok to the airport costs around THB200 to THB400. Journey time is anything from 30 minutes to over an hour depending on the traffic; you may instruct the taxi driver to take the expressway, in which case a toll fee of THB50 should be paid up front by the passenger. Ensure you have small change of at least THB100 denominations, as taxi-drivers usually do not have change for larger ones.

- **Limousine:** The hotel may also arrange a limousine service. Please be advised that the limousine services in Bangkok are much more costly than public meter-taxis, ranging from THB 1,000 up to 1,500 per car.

- **An Airport Rail Link is available,** see: http://www.srtet.co.th/internet/en/index.html. Getting to the International Airport from U Sukhumvit hotel requires taking the BTS Sky Train:
1) Take the hotel’s Tuk Tuk Shuttle to Asok BTS station
2) Take the BTS in the direction of Mochit for 6 stops, getting off at Phaya Thai BTS station.
3) At Phaya Thai BTS station, follow the signs for the airport rail link. The normal (30m) train departs regularly, whereas the express (15m) train departs once per hour on the hour.

For more information on the BTS, please visit: http://www.bts.co.th/customer/en/02-route-current.aspx

9 Medical Emergency
In the event that you should require urgent medical attention, please contact the hotel’s information desk (24 hours). The hotel has first-aid kit available for basic medical care. The nearest hospital to the hotel is:

Bumrungrad International Hospital
33 Sukhumvit 3 (Soi Nana Nua), Wattana, Bangkok, 10110 Thailand
Telephone: +662 667 1000
Emergency: +662 667 2999
Website: https://www.bumrungrad.com/thailandhospital

10 Language
English will be the working language of the event.

11 Further Information
Correspondence related to the logistics of the meeting may be addressed to:

- Ms. Aliénor Salmon, Research Assistant (a.salmon@unesco.org)
  Tel. (+66) 23910577 ext. 213
- Ms Ratchakorn Kulsawet, Senior Programme Assistant (r.kulsawet@unesco.org)
  Tel. (+66) 23910577 ext. 307
  Education Policy and Reform Unit, UNESCO Bangkok

Location Map of NIST International School and U Sukhumvit Hotel:
Location Map of NIST International School Campus:

Location map of NIST International School: