I. Meeting-related information

Visa requirements

Participants who require entry visas to enter Thailand should obtain a visa from the Thai diplomatic or consular mission prior to entering Thailand. Visas should be obtained at least one week before your departure. For information about visa requirements please refer to the Thai Ministry of Foreign Affairs Website:

http://www.mfa.go.th/web/12.php

Please note that in most cases, a passport must be valid for at least six months in order to obtain a visa.

Meeting Venue and Opening Session

The Consultative Meeting and Launch of the Next Generation of Teachers Project will be held at Imperial Queens Park Hotel in Bangkok, Thailand, from 16-18 May 2006. Participants will include representatives from the Ministries of Education from 10 countries of the Asia-Pacific region, namely: India, Indonesia, Lao PDR, Malaysia, Pakistan, People’s Republic of China, Philippines, Sri Lanka, Thailand, and Viet Nam, as well as representatives from Teacher Education Institutes (TEIs) in these countries.

The address of the meeting venue, Imperial Queens Park Hotel, is:

The Imperial Queens Park Hotel
199 Sukhumvit Soi 22,
Bangkok, 10110, Thailand
Tel. (66 2) 261-9000 Fax. (66 2) 261-9530-4
Email: queenspark@imperialhotels.com

Registration will begin at 8:00 am on Tuesday, 16 May. The Opening Session will begin at 9:00 am.

Registration and identification badges

Participants are requested to register and obtain identification badges at the Registration Desk, located in front of the Conference Room, between 8:00 am and 9:00 am on 16 May. Participants who are not able to register on the opening day are requested to do so on subsequent days, to ensure that their names appear on the list of participants.
Documents
The meeting will be conducted in English. Documents that participants wish to circulate during the workshop should be forwarded to the secretariat (at the address below) by 1 May at the latest.

Secretariat
Questions regarding the meeting arrangements can be directed to the following persons:

<table>
<thead>
<tr>
<th>UNESCO</th>
<th>Mr. Permsak Chakapun</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms. Tanaporn Perapate</td>
<td>Administrative Assistant</td>
</tr>
<tr>
<td>Assistant to Project Officer</td>
<td>ICT Unit</td>
</tr>
<tr>
<td>UNESCO Bangkok</td>
<td>UNESCO Bangkok</td>
</tr>
<tr>
<td>920 Sukhumvit Road,</td>
<td>920 Sukhumvit Road,</td>
</tr>
<tr>
<td>Bangkok 10110, Thailand</td>
<td>Bangkok 10110, Thailand</td>
</tr>
<tr>
<td>Phone: (66-2) 391-0577</td>
<td>Phone: (66-2) 391-0577</td>
</tr>
<tr>
<td>ext. 219</td>
<td>ext. 227</td>
</tr>
<tr>
<td>Fax: (66-2) 391-0866</td>
<td>Fax: (66-2) 391-0866</td>
</tr>
<tr>
<td>E-mail: <a href="mailto:p.tanaporn@unescobkk.org">p.tanaporn@unescobkk.org</a></td>
<td>Email: <a href="mailto:c.permsak@unescobkk.org">c.permsak@unescobkk.org</a></td>
</tr>
</tbody>
</table>

Participation expenses
International participants who attend for the entire three days of the Meeting will receive an amount in local currency (Thai Baht) to cover expenses incurred as a result of attending the Meeting, including hotel bills, dinners, and other expenses. Lunches will be provided at the meeting venue. UNESCO regrets that pre-departure costs such as visa application fee and transport to and from the airport will not be covered.

Accommodation
UNESCO Bangkok will make a hotel reservation on your behalf at the Imperial Tara Hotel.

The cost of the hotel is at the special rate of USD52 per night inclusive of breakfast, service charges and government tax. Please be advised that hotel bills, including any additional costs incurred (telephone calls or mini bar charges), are the responsibility of the participants.

If you are making your own travel arrangements to get to Bangkok, please inform the secretariat of your hotel information, your arrival and departure dates and times.

Should you need to extend your stay at the hotel to take advantage of the special rate of USD 52 per night, please notify the secretariat no later than 1 May. Contact: Ms. Tanaporn Perapate, ICT Unit, UNESCO Bangkok (email: p.tanaporn@unescobkk.org; Fax: +66 2 391-0577).

International direct dialing and internet access is available in all rooms. Faxes can be transmitted through the hotel business centre.

There are two computers with internet access provided for meeting participants and can be used free of charge during meeting breaks. These computers will be located outside the meeting room. For more information, please contact the secretariat.
The address of the Imperial Tara Hotel is:

THE IMPERIAL TARA HOTEL
18/1 Sukhumvit Soi 26, Bangkok 10110 Thailand
Tel. (66 2) 259-2900 Fax. (66 2) 259-2896-7
Email : tara@imperialhotels.com

Meals
Lunches and snacks will be provided for the three days of the meeting (16 to 18 May). Should you have any special dietary requests, please contact Ms. Tanaporn Perapate by email at p.tanaporn@unescobkk.org by 1 May.

Arrival at the airport
Participants should make their own transportation arrangements from Bangkok International Airport (Don Muang Airport) to their hotel. The journey will take approximately 40-60 minutes, in normal traffic conditions.

Public metered taxi
Go out of the airport terminal building and go to the taxi booth on the sidewalk. When you have informed the officer in the taxi booth of your destination, they will give you a form. The passenger then gives a section of this form to the taxi driver.

Cost: Fare shown on meter, plus 50 Baht surcharge. The tollway and expressway charges of 30 Baht and 40 Baht are additional. Taxi fares to hotels near UNESCO should be between 200 and 300 Baht.

Thai Limousine Service
Pre-pay at the limousine counter inside the airport terminal building and obtain a coupon. Cost: Between 1,000 and 1,500 Baht per car.
It is strongly recommended that when booking a taxi or limousine, you only deal with officials manning legitimate booths or counters.

The card below has the name of the Imperial Tara Hotel written in Thai. This may assist you in explaining your destination to your taxi driver.

ชื่อไปส่งที่โรงแรม อิมพีเรียล ทารา (Imperial Tara) หน่อยครับ/ ค่ะ

For male traveler, please say: Chuay-Pai-Song-Tee Rong-ram-Imperial Tara Noi-Krab
For female traveler, please say: Chuay-Pai-Song-Tee Rong-ram-Imperial Tara Noi-Ka

Return bookings
Participants are advised to ensure that their return bookings are confirmed soon after their arrival in Bangkok. For this purpose, they should contact their airline. If participants have questions relating to airline tickets booked through UNESCO, they are advised to contact SEA Tours, the in-house travel agent located on the first floor of the UNESCO Building.

Departure from Bangkok
Queues at the check-in counters and at passport control can be long. You are therefore advised to check in for your flight at least two hours before departure.

Please check on your itinerary which Terminal your airline departs from (Terminal 1 or 2) and inform your taxi driver accordingly. The journey from the city to the airport can take an hour or more, depending on the traffic.

Airport departure tax is payable at the airport tax counters next to the passport control entrance. The cost is currently 500 Baht for international flights. Please have Thai Baht with you for this since they will take cash only, and no other currency is accepted.
II. Other Information

Climate
The climate in Bangkok in May is quite hot, with the temperature ranging between 30 and 37 degrees Celsius, and averaging 35 degrees Celsius. Light tropical clothing will be appropriate when outdoors. The conference room where the meeting is to be held is air-conditioned and the temperature is maintained in the range of 21-26 degrees Celsius. June to October is the rainy season, with uncertain weather and heavy rain from time to time, which can cause flooding in some areas.

Foreign exchange
Exchange facilities are normally available at the airport, hotels, banks, and currency exchange kiosks. The April 2006 exchange rate is approximately 38 Thai Baht to 1 US dollar.

Participants may be required to declare the amount of currency or travellers’ cheques in their possession upon arrival at Bangkok International Airport.

Health and Insurance
Participants are advised to take out full insurance cover for medical treatment and accidents, including evacuation to their home country. It is also advisable to also have insurance cover for unexpected losses and expenses (e.g. cancelled flight, lost passport, stolen cash, credit cards, passport or luggage).

Vaccinations may be necessary. Discuss your vaccination requirements with your doctor. Please note that some vaccinations must be administered several weeks before departure.

Visitors to Thailand are advised to wear mosquito repellent, including during daylight when the dengue-carrying mosquito is most active. Long sleeves and long trousers are also recommended. Mosquito repellents are available locally. All major cities and towns are malaria-free, but if you plan to travel to rural areas, it may be advisable to seek advice from your doctor regarding prevention of malaria.

It is not advisable to drink tap water anywhere in Thailand. Most hotels and restaurants provide bottled water. It is generally safe to take ice in established hotels, but we suggest you avoid ice in drinks in small restaurants and from roadside vendors.

If you wear contact lenses or glasses, bring spares with you, as well as your prescription. Please ensure you have an adequate supply of any medications you require and bring the prescription and package (showing the generic name of the medication) as it will make getting replacements simpler.

Doctors do not usually make house calls. If you wish to consult a doctor during your stay in Bangkok the usual way is to visit a hospital or clinic, and unless you require an ambulance, the quickest way to do so is to take a taxi. Most major hospitals and clinics usually have doctors who speak English. Most hospitals and clinics take major credit cards. Pharmacies are usually well stocked and can be found in most shopping areas and department stores.
The following private hospitals and clinics in Bangkok are amongst those that can be recommended:

- **Bumrungrad Hospital, Sukhumvit 3**  
  Tel: (02) 667 1000  or (02) 253 0250-6
- **Samitivej Hospital, Sukhumvit 49**  
  Tel: (02) 392 0011 - 9
- **Bangkok Nursing Home, 9 Convent Road**  
  Tel: (02) 266 5444-8 or (02) 233 2610-9

HIV/AIDS and STDs are a major problem in Thailand, and there is a high incidence of infection amongst prostitutes and intravenous drug users. Under Thai law, sexual relations with anyone under the age of 18 years is illegal.

**Electrical Systems in Thailand**

The standard voltage in Thailand is 220 Volts at 50Hz. Plugs are Type A (flat blade attachment plug) and Type C (round pin attachment plug).

**Getting around Bangkok**

The main options for visitors are hotel limousine, public taxi and skytrain. Tuk-tuks or motorised tricycles are sometimes cheaper, but less safe, and you need to bargain for your fare and destination before setting off. Buses are very cheap, but usually crowded and uncomfortable. Traffic is very heavy in Bangkok, especially during peak hours in the mornings and early evenings; ask for advice as to how long it will take to get to an appointment.

**Taxis**

Metered taxis are generally available. Be streetwise when using public taxis and you should experience no problems.

Public taxis all have the sign ‘taxi-meter’ on the roof. It is advisable to ask the hotel staff to write down the destination in Thai as not all drivers understand English.

Please ensure that the taxi meter is switched on, showing a red display of the number ‘35’ (minimum fare charge) at the bottom of the dashboard, before you start your journey. There are many separate companies, with different coloured taxis.

It is usually best to hail a moving taxi, which will have a red light at the windscreen if it is available for hire. Stationary taxis may expect you to bargain for a price, rather than use the meter.

**Skytrain (BTS) - overhead monorail**

The Skytrain (BTS) is a convenient mode of transport along the main routes in the centre of the city - that is the main shopping streets of Sukhumvit and Silom, down to the river at the Shangri la hotel and up to the famous weekend market at Chatuchak.

**Metro-underground**

The Metro is also convenient although it only runs along one route. The Kampaeng Phet station is conveniently inside Chatuchak Market, and one terminus is at Hualomphong main railway station.
Annex 1

Shopping in the inner city area:

1. **MBK (Mah Boon Krong) Centre** is an indoor market which sells everything from cheap clothes to mobile phones, and the price is very reasonable. You can bargain up to 20-30% off the original price. Tokyu Department Store is at the back of MBK, on all floors. Prices are as stated, and you cannot bargain in the store.

2. **The Emporium** is a department store and shopping centre, selling luxury goods. There are a lot of brand name shops such as Chanel, Fendi, Prada, Louis Vuitton, etc. within the Emporium complex. There is also a branch of Kinokuniya, an excellent English language bookshop with an extensive selection of books and magazines. Take the skytrain (Sukhumvit route) to Prompong station. Get off at the station and you can walk straight into Emporium by a footbridge.

3. **Siam Paragon** is a large shopping complex, which held its grand opening in December last year. Thousand of leading brands and business allies will join in holding a range of marketing activities. Please visit [http://www.siamparagon.co.th](http://www.siamparagon.co.th) for further information.
Annex 2

Bangkok MassTransit System (BTS)

A quick guide to the system

Stations
The typical station consists of two levels - concourse and platform. The concourse provides ticketing facilities and other passenger amenities as well as access to the system. The platform is for waiting, boarding and alighting from the train. Please be aware that the train may approach the platform at anytime, from either direction.

Trains
Our trains are designed to high international standards. Doors open / close automatically. Beeper sounds will warn you when the doors are about to close. If standing please stand clear of the doors at all times.

Track
Stay away from the track and electrified rails. Pay attention to all warning signs. Trespassing onto the track area can cause severe injury to yourself or others.
Types of Tickets

1) Single-Journey Ticket: this is a pay-per-trip ticket, it is available at any Ticket Issuing Machine, located in every station. The machines accept coins only and give change. Commuters can also get exact change at any ticket office, located near a Ticket Issuing Machine.

2) Stored-Value Ticket: the value of the ticket will be deducted according to the distance of each journey, and is most suitable for regular commuters or for multiple journeys. Stored-Value Tickets are available and can be refilled at any ticket office, located in every station.

Ticket Usage

1.) Purchase a ticket from the Ticket Issuing Machine or ticket office.
2.) To enter the skytrain system, insert the ticket into the entry gate and be sure to hold on to it - you will need it to exit.
3.) To exit, insert the ticket into the exit gate. The Single-Journey Ticket will be taken; the Stored-Value Ticket will be returned to commuters for future rides.

Sites / Monuments / Shopping Centres at the Skytrain

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<td>Hua Lampong Main Railway Station</td>
<td>Lumpini</td>
<td>Bamrungrad Hospital</td>
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<td>North-eastern Bus Terminal (Mo Chit 2)</td>
<td>Suan Luang (Rama 9) + Botanical Garden + Dusit Zoo</td>
<td>Bangkok Christian Hospital</td>
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<td>ECOM Thailand / Sawadee.com</td>
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<td>Santipharp (Peace) Park</td>
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<td>Siam Discovery / Siam Centre</td>
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<td></td>
<td>Siam Square World Trade Centre</td>
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+ further transportation required
Bangkok Underground System

Website: www.bangkoksite.com/MRTA/Route1A.htm