

2024



TOYOTA

ADMINISTRATIVE & LOGISTICS INFORMATION

THE 8TH IUCN ASIA REGIONAL
CONSERVATION FORUM (RCF 2024)

3–5 SEPTEMBER 2024

ROYAL ORCHID SHERATON HOTEL AND TOWERS
BANGKOK, THAILAND

2.3 Working Language

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Participants requiring a visa should apply to the consular office or embassy of Thailand in their respective countries. The official invitation letter will be sent to participants in each country focal point is requested.

3.4 Travel Insurance

All participants are strongly recommended to arrange travel insurance before travelling. IUCN will

NOT be liable for any costs related to hospital/medical claims in case of an accident or illness.

Kindly note that for Sponsored Delegates, IUCN will not cover the following:

- x daily allowance (DA) for days en route (prior to arrival in Bangkok or after departure) except for the allowance indicated in 3.2.2;
- x costs for local transport to/from the airport in the country of residence and in Bangkok;
- x hotel extras such as minibar, double room occupancy, room service, laundry, phone calls;
- x visa fee or service fees for processing visa applications as well as visa fees for any transit country, if applicable;
- x travel & health insurance; and
- x any other expenditure not listed in section 1. above.

Should the Sponsored Delegates stop on the way to or from Bangkok, the cost for the above mentioned items will be USD 1000 per person.

payments in cash and/or credit cards.

4.3 Airport pickup

IUCN will **NOT** provide local transportation to participants. From the airport journey to the hotel takes around 1.30 hours. Participants can choose the following options for public transportation

A. Airport rail link + BTS skytrain

Bangkok Airport Rail Link is a commuter rail line connecting Suvarnabhumi Airport to Phaya Thai (BTS) station via Makkasan Station (MRT Phetchaburi). It operates daily from 05:30 AM to 12:00 PM with commuter City Line trains departing every 2 minutes during peak hours (06:00-09:00 AM and 04:00-08:00 PM) and every 15 minutes off peak and weekends.

The fare from Suvarnabhumi Airport to Phaya Thai Station (BTS interchange) is THB 45 and the estimated time is 26 minutes. Then from Phaya Thai Station, participants can transfer to the BTS skytrain (Si line) from Phaya Thai Station (N2) to Sapha Taksin Station (S6). Its fare is THB 47 and the estimated time is 6 minutes.

At Sapha Taksin Station, please use exit no.2 to go to Sathorn Pier, where you can board the Royal Orchid Sheraton Shuttle Boat, which operates every 30 minutes from 09:10 AM to 10:10 PM. Alternatively, participants can take a public taxi from the exit No.3. The taxi fare is metered.

For more information, please check on <http://www.srtet.co.th/> (Airport rail link) and <https://www.bts.co.th/eng/index> (BTS Skytrain).

B. Public taxi

Public taxis are available at Level 1 (Ground Floor) of the airport near entrances 4, 7 and 8. Participants should firstly obtain a ticket from the taxi queue machine, which indicates the lane number. The taxi fare is metered plus THB 50 for airport surcharge.

The AOT Limousine service operates from the Arrival Hall on the 2nd Floor of the airport. Advance booking is recommended via AOT Limousine Call +66 2 641 2329, mobile +66 6 342 1445, +66

5.1 Language

Thai, the official language of the country, is the principal language of education and government and spoken throughout the country. English is widely spoken and understood in Bangkok.

5.2 Time Zone

UTC+7

5.3 Currency and Credit Cards

Thailand uses the Baht (THB) as the currency. The exchange rate is approximately USD 1: THB 36. Most credit/debit cards are widely accepted. There are several ATMs dispensing local currency around the city.

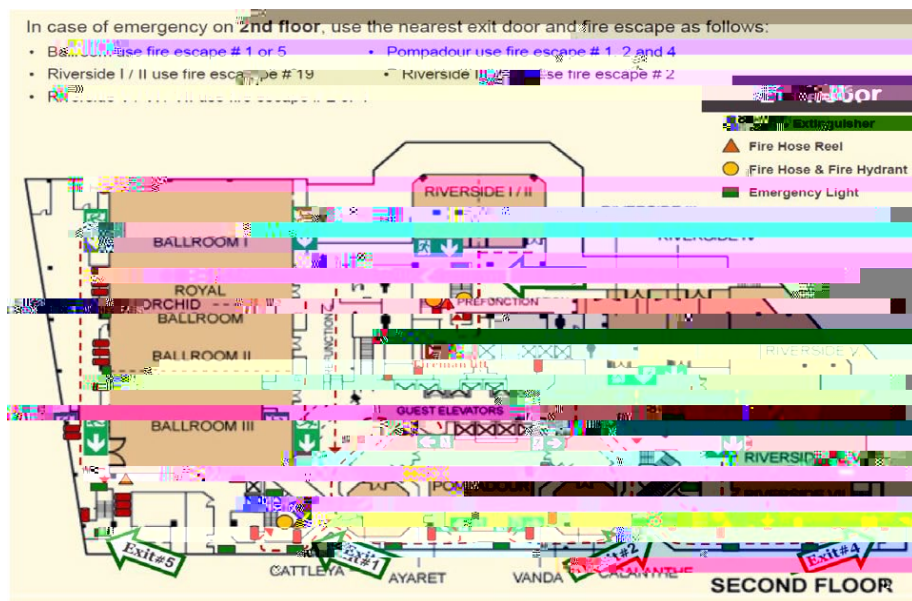
5.4 Electricity

Thailand uses 220 volts, 50 Hz electricity. The power sockets are of type A, B, C, F and O. Power outlets most commonly feature one ground or flat socket. The following plugs are used:

5.5 Security

The security situation in Thailand is good and the police are present, ready to provide support or help. Registered taxis are available at all places. Usual precautions at public places and hotels are advised.

Please also find the fire exit below for information.



5.6 Weather

The weather in Bangkok is characterized by a tropical monsoon climate with three main seasons: hot season from March to June, rainy season from July to October and cool season between November and February. Despite being the winter season, average temperature is expected to be in the range of 30 deg. C. with moderate to high humidity levels.

5.7 Emergency contact numbers

The emergency contact numbers are below for your information.

| | |
|------------|----------------------------------|
| 191 | Emergency call/Police |
| 1155 | Tourism Police |
| 1669 | Ambulance Service Centre |
| 02 1321888 | Suvarnabhumi Airport Call Center |

6. HEALTH INFORMATION FOR MEETING PARTICIPANTS

6.1 Information of the COVID-19 and Prevention measure

The COVID-19 is no longer classified as a pandemic in Thailand, as the government has effectively controlled transmission, resulting in low community spread. While wearing masks in public places is no longer mandatory, it is important to seek medical care immediately

6.2 List of contact hospitals nearby the Royal Orchid Sheraton

In case you develop symptoms, please contact the hospital nearby as soon as possible. Please also find the list of hospitals below for information.

1. Lerdsin Hospital Tel: 02 353 9800 (call center)
2. Mahesak Hospital Tel: 02 635 7123
3. BNH Hospital Tel: 026862700
4. Bangkok Christian Hospital/ Tel: 02 625 9000, 02 760 9000, 02 235 1000
5. Bumrungrad Hospital Tel: 0266710000, 026671555
6. Phyathai Hospital Tel: 026401111
7. Phyathai 2 Hospital Tel: 026172444
8. Samitivej Sukhumvit Hospital Tel: 02 71 8181
9. Samitivej Srinakharin Hospital Tel: 023789000
10. Vichaiyut Hospital Tel: 022657777

7. CONTACT PERSONS

For further administrative information, registration and travel arrangements, please contact the following staff in the IUCN Regional Office

REGISTRATION

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LOGISTIC AND HOTEL RESERVATION

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For any additional information in particular on programme related matters, please contact:

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