



**The Preparatory Meeting for the 14th Session of the General Assembly of the APT**  
14 November 2017, Bangkok, Thailand

**The 14th Session of the General Assembly of the APT**  
15-17 November 2017, Bangkok, Thailand

**The 41st Session of the Management Committee of the APT**  
19-22 November 2017, Bangkok, Thailand

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## **INFORMATION FOR PARTICIPANTS**

The 14th Session of the General Assembly of the Asia-Pacific Telecommunity (GA-14) and the 41st Session of the Management Committee of the Asia-Pacific Telecommunity (MC-41) will be held from 15 to 17 November 2017 and 19 to 22 November 2017, respectively, in Bangkok, Thailand. The GA-14 and MC-41 will be preceded by the Preparatory Meeting for the 14th Session of the General Assembly of the APT (GA14-Prep) on 14 November 2017. All events will be hosted by the Ministry of Digital Economy and Society (MDES), Thailand.

The detailed arrangements are as follows:

### **1. VENUE**

The GA14-Prep, GA-14 and MC-41 will be held at the Centara Grand & Bangkok Convention Centre at Centralworld. The contact details of the hotel are as follows:

**Centara Grand & Bangkok Convention Centre at Centralworld**

999/99 Rama 1 Road, Pathumwan

Bangkok 10330, Thailand

Tel: +66 (0)2 100 1234

Fax: +66 (0)2 100 1235

URL: [www.centarahotelsresorts.com](http://www.centarahotelsresorts.com)

### **2. LETTER OF CREDENTIALS FOR ATTENDING GA-14**

According to the Rules of Procedure of the GA, each Member and Associate Member at the GA shall be represented by an accredited representative. For participation in the GA, representatives should be authorized by a letter of credentials signed by a competent Government authority. A representative may be accompanied to the session of the GA by alternate representatives and advisers.

### 3. LETTER OF NOMINATION FOR ATTENDING MC-41

According to the Rules of Procedure of the MC, each Member and Associate Member shall be represented at the MC by a nominated representative. The nomination shall be made in writing to the Secretary General by an official at an appropriate level representing a Member or an Associate Member. The representative may be accompanied to the meeting by alternate representatives and advisers.

An Affiliate Member may participate in the deliberations of the General Assembly and Management Committee as an observer.

### 4. REGISTRATION AND NAME BADGES

Registration of delegates can be done online at <http://www.apt.int/content/online-registration>. **Preferred date to receive your registration by APT Secretariat is 18 September 2017 for making necessary arrangements.**

On-site registration and distribution of badges will commence from 08:30 hrs. on Tuesday 14 November 2017 for the GA14-Prep, from 08:30 hrs. on Wednesday 15 November 2017 for the GA-14 and from 08:30 hrs. on Sunday 19 November 2017 for the MC-41. The registration desk will be located outside the meeting room. Participants are required to bring their passports or other photo identification to receive their badges.

### 5. HOTEL ACCOMMODATION AND RESERVATION

Centara Grand & Bangkok Convention Centre at Centralworld is recommended for all participants to stay during the meetings. Please make your hotel booking in order to be eligible for the special rates given below at the earliest possible date or not later than **13 October 2017**.

Hotel Reservation Form is attached herewith. Please send the Hotel Reservation form to the Centara Grand & Bangkok Convention Centre at Centralworld; e-mail address: [cgcwreservation@chr.co.th](mailto:cgcwreservation@chr.co.th); [nichasi@chr.co.th](mailto:nichasi@chr.co.th); [sroipetchki@chr.co.th](mailto:sroipetchki@chr.co.th); [warrawan@apt.int](mailto:warrawan@apt.int) or fax no.: 66 2 100 6200.

Room Type	Single Room	Double Room
Superior and Deluxe World Room	THB 3,400 net	THB 3,800 net
Premium World Room	THB 5,600 net	THB 6,000 net

*\*\*These group room rates are inclusive of high speed broadband Internet access, buffet breakfast, 10% service charge and 7% VAT*

Each type of room is available on a first come first served basis. Participants are recommended to make early reservation in order to get the room of their choice. All bookings must be secured by major credit card. **Any cancellation which is less than 72 hours before the scheduled arrival date will be charged penalty fee of one night room charge.** Check in time is at 15:00 hrs. Check out time is at 12:00 hrs.

Due to the limited room availability, APT Secretariat may not be able to guarantee hotel reservation and special rates after the closing date: **13 October 2017**.

## 6. DOCUMENTS AND INTERNET FACILITIES

Meeting documents will be available at the APT website, <http://www.apt.int> and wireless Internet will be available at the meeting room.

Since all meetings are paperless meetings, APT encourages all participants to bring their own laptops. Limited number of computers (with Internet access) and printers will be available for use by the participants during the meeting.

## 7. TRANSPORTATION FROM THE AIRPORT TO THE HOTEL:

Participants are requested to use public transportation facilities of the Suvarnabhumi International Airport, Thailand. For more information, please visit website: <http://www.bangkokairportonline.com/>.

The following types of transportation are available from Suvarnabhumi International Airport to the Hotel:

- **Public Meter Taxi** - located on the 1st floor of the Arrival Hall, entrance 4 and 7. The fare is shown on meter, plus THB 50 surcharge for boarding at the airport, plus any expressway toll charges.
- **Airport Limousine Service** - the limousine service to various destinations in the city is located at the arrival floor of the airport.
- **Hotel Limousine Services**
  - Toyota Camry (3 guests maximum) THB 1,500 net/car/way
  - Mercedes Benz E220 CDI (3 guests maximum) THB 2,500 net/car/way
  - Toyota Commuter (5 guests maximum) THB 2,500 net/van/way

It takes about 50 minutes by car from Suvarnabhumi International Airport to hotel via express way.

## 8. VISA AND IMMIGRATION INFORMATION

Visa requirements to Thailand may vary for the citizens of different countries. Please check the visa requirements with your nearest Royal Thai Embassy or Consulate General. Kindly visit <http://www.mfa.go.th/main/en/services/4908> for more details. If you require a visa supporting letter from APT, please contact:

Ms. Warawan Thapanasakul  
Asia-Pacific Telecommunity  
Telephone: +66 2 573 0044 (Ext.: 112)      Telefax: +66 2 573 7479  
E-mail: [aptadmin@apt.int](mailto:aptadmin@apt.int)

## 9. INSURANCE

Each administration/ organization is requested to make necessary arrangements for insurance and medical coverage of its participants before travel.

## 10. PRACTICAL INFORMATION

Bangkok is always among the world's top tourist destinations. The city is a true tourist paradise, proved by the growing number of travelers coming each year. There are a great variety of tourist places in Bangkok, mostly historical attractions and temples with elaborate architecture and art. Famous temples are Wat Phra Kaew, Wat Pho, Wat Arun, Wat Phu Khao Thong, Wat Ratchanadda, Wat Traimit, Wat Benchamabopit, Wat Bowon, and Wat Sutat.

There are also palaces, museums, parks, and a big array of shopping places, from luxury malls to flea and street markets like Chatuchak Weekend Market, Sampeng Market, and Pahurat Textile Market. Bangkok nightlife is another highlight that has attracted many of tourists from all over the world.

Bangkok is also surrounded by many interesting provinces worth visiting.

- The **north** of Bangkok borders Nonthaburi and Pathum Thani Provinces, with tourist attractions like Koh Kret and Lotus Museum.
- The **east** of the city is next to Chachoengsao, a small province which is full of interesting places and activities. Tourists can pay homage to Luang Pho Sothon Buddha Image at Wat Sothon Wararam Worawihan, watch flying foxes or fruit bats at Wat Pho, see the golden church at Wat Paknam Jolo, and pray to the giant reclining Ganesh statue at Wat Saman Rattanaram. There are also old markets for you to visit and shop such as Ban Mai Market, Nakhon Nuang Khet Market, and Khlong Suan Market.
- The **south** of the city borders Samut Prakan Province and the Gulf of Thailand, with tourist attractions like Bang Pu, Ancient City, and Samut Prakan Crocodile Farm and Zoo.
- The **west** of the city is next to Samut Sakhon and Nakhon Pathom Provinces. Tourist attractions include Don Kai Dee Benjarong Village, Phra Pathom Chedi, Sanam Chandra Palace, Don Wai Floating Market, Sampran Riverside, and Thai Human Imagery Museum.

\* *Source: Tourism Authority of Thailand*

**Weather:** Average temperature in November is between 27 and 35 degree Celsius.

**Time Zone:** GMT + 7 hours.

**Banks & Currency:** The unit of Thai currency is Thai Baht (THB). The exchange rate as of August 2017 is THB 33.37 to USD 1.

**Electricity:** Supply voltage is 220V, 50Hz. A standard grounded Thai outlet supports European 2-pin plugs and earthed and unearthed American plugs (see picture). Please bring the right adapter for your equipment.



## 11. CONTACT INFORMATION:

### APT Secretariat

Asia-Pacific Telecommunity (APT)  
12/49 Soi 5 Chaeng Watthana Road  
Bangkok 10210, Thailand  
Tel: +662 573 0044 ext 135 Fax: +662 573 7479  
Email: [aptgamc@apt.int](mailto:aptgamc@apt.int)

## 12. MAP OF THE HOTEL



Access to Bangkok Convention Centre at CentralWorld is easily available by car, coach and Bangkok Transit System - BTS, Sky Train which links to MRTS Subway network.

Rajdamri Road and Rama 1 Road provide convenient access to other areas in the city centre and the Inbound and outbound expressway.

Transportation options to the hotel and convention centre

To / From	Kms	Mins	By
Suvarnabhumi International Airport	25	30	Car via expressway
Chidlom BTS Station	1	10	Walking via Sky-Walk
Siam BTS Station	1.5	15	Walking via Sky-Walk
Airport rail link	2	10	Car
City Air Terminal in Makkasan			

### Places of interest in the vicinity

- The Erawan Shrine, one of Bangkok's most famous landmarks
- The Jim Thompson House & Museum and a world-class designer brand of Thai silk
- The Suan Pakkad Palace Museum, a complex of Thai houses with a large collection of Thai and Asian art and antiques
- Lumpini Park and Suan-Lum Night Bazaar
- Pratu Nam, one of the most famous and biggest wholesales and retails markets for ready-made clothes, dresses and accessories

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 999/99 Rama1 Road, Pathumwan Bangkok 10330, Thailand T (0)2 100 1234 F (0)2 100 1235 E cgcw@chr.co.th  
[www.centarahotelsresorts.com](http://www.centarahotelsresorts.com)

### Attachment

Hotel Reservation Form for Centara Grand & Bangkok Convention Centre at Centralworld