

Economic and Social Commission for Asia and the Pacific
Statistical Institute for Asia and the Pacific
Governing Council

Fourteenth session

Incheon, Republic of Korea, 26-27 November 2018

Information for participants

I. General

1. The fourteenth session of Governing Council of the Statistical Institute for Asia and the Pacific (SIAP) is scheduled to be held in Incheon, Republic of Korea, on 26 and 27 November 2018.

Songdo Convensia

Songdo Convensia
123 Central Street, Yeonsu-gu, Incheon 21998 Korea
TEL: +82 032-210-1114
FAX: +82 032-210-1005
URL: <http://www.songdoconvensia.com/>

2. The opening of the session will take place at 0900 hours on Monday 26th 2018, in Room No 116-118 where all subsequent sessions will also be held.
3. The second day of the session will start 0800 hours for distribution of the draft report and session will start 0815 hours. **Please note,** it is necessary for all participants of the fourteenth session of Governing Council need to register with OECD World forum to have access to the Convention centre on the second day of the GC meeting on the 27th November, 2018. On 27th November, it will be necessary for you to have “RFID” card which is issued only to the registered participants of OECD world forum.
4. The meeting will be conducted in English and all documentation will be in English. No translation/interpretation services will be provided.

II. Meeting room and identification badges

5. Participants are requested to come the Room 116-118, between 0830 and 0900 hours on the opening day of the event to obtain meeting badges. Participants who are not able to come during the time indicated above are requested to contact SIAP secretariat staff. Only the names of duly registered participants will be included in the list of participants.

5. For identification and security reasons, all participants are requested to wear their meeting badges at all times during meetings and social functions. The loss of a badge should be reported to the SIAP secretariat staff, so that a new one can be issued immediately.

III. Meeting documents

6. Meeting documents have been posted on the SIAP website, <http://unsiap.or.jp/about/gc14.html> for advance information for the participants.

IV. Visa requirements

7. It is the responsibility of the participant to obtain a visa. Participants should check with the relevant diplomatic or consular mission of the Government of Korea IN PERSON on visa requirements and, where required, obtain appropriate entry visas while informing the officer that a support document has been issued by SIAP. **Participants should note that their passports must be valid for at least 6 months from the date of entry into the Republic of Korea.**

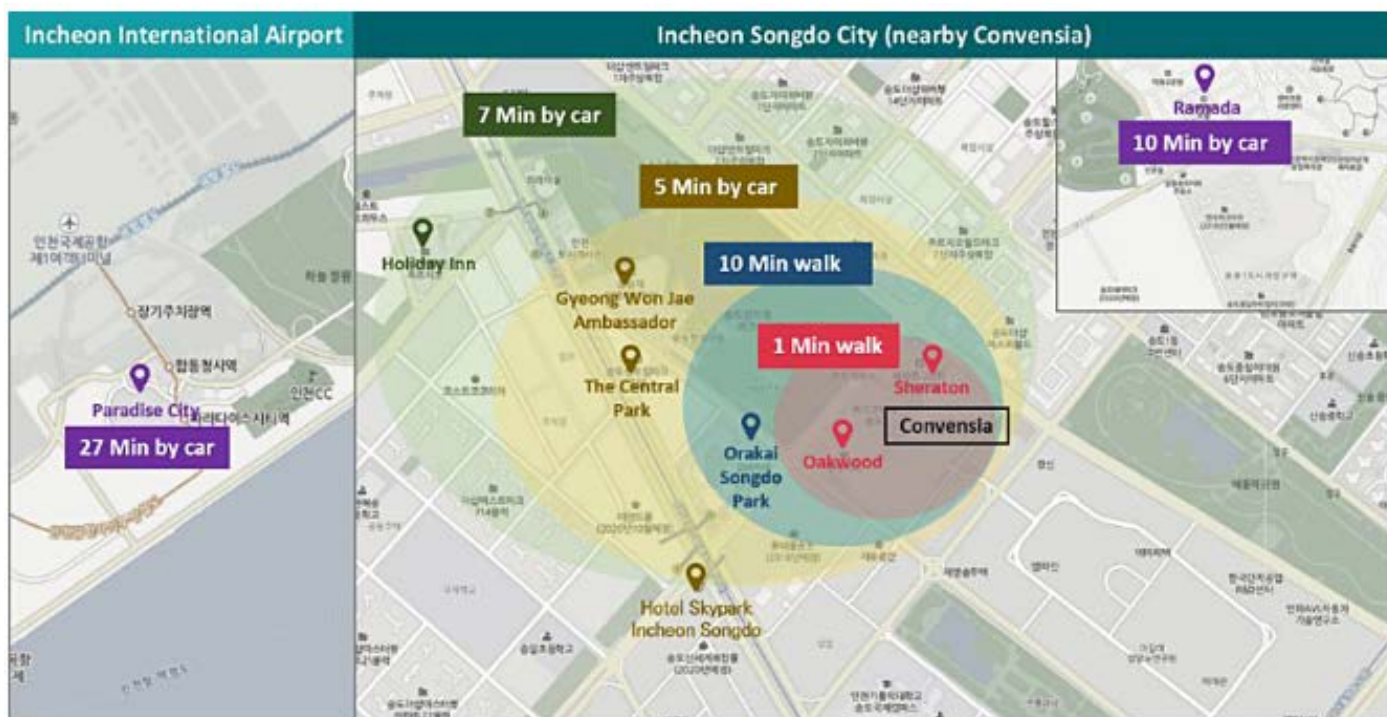
Information on entry visa requirements can be obtained through the Internet Ministry of Foreign Affairs of Republic of Korea. https://www.hikorea.go.kr/pt/InfoDetailR_en.pt?catSeq=&categoryId=2&parentId=382&showMenuId=374

List of Parties to the Visa Waiver Agreement are as follows. https://www.hikorea.go.kr/pt/InfoDetailR_en.pt?categoryId=2&parentId=385&catSeq=401&showMenuId=375

Participants who need to stopover in other countries should also obtain appropriate transit visas. Participants are requested to take early action in applying entry and/or transit visa(s).

V. Hotel accommodation

8. Participants have to arrange their own accommodations at hotels. List of hotels located near Songdo Convencia is provided below.



Hotel	Room Type	Room Rate			Breakfast	Distance from Venue
		Single Occupancy	Double Occupancy			
			Double	Twin		
5 Star Hotels ★★★★★						
Oakwood Premier Incheon	Studio Superior	211,750	211,750	211,750	32,670	1 Min Walk
Sheraton Grand Incheon Hotel	Deluxe	211,750	211,750	211,750	24,200	1 Min Walk
Gyeong Won Jae Ambassador	Deluxe Double	212,000	269,200	269,200	Included	5 Min Drive
	Deluxe Double&Single	245,000	302,200	302,200		
Paradise City	Deluxe	247,500	247,500	247,500	33,000	30 Min Drive
4 Star Hotels ★★★★						
Orakai Songdo Park Hotel	Deluxe	154,000	154,000	154,000	20,900	10 Min Walk
The Central Park Hotel	Deluxe	140,000	140,000	140,000	16,500	5 Min Drive
Holiday Inn Incheon	Superior	141,000	141,000	141,000	19,800	7 Min Drive
Ramada Songdo	Deluxe	105,000	105,000	105,000	Included	10 Min Drive
3 Star Hotels ★★★						
Hotel Skypark Incheon Songdo	Deluxe	95,000	115,000	115,000	Included	5 Min Drive

For more information and booking, please go to the below link.

<https://www.oecd-6wf.go.kr/eng/info/accom/transportation.do>

VI. Travel

Arrival at the Incheon airport

9. Participants should make their own transportation arrangements from the Incheon International Airport to their respective hotels.
10. Upon arrival at the Incheon International Airport, please take the bus or taxi as below if you have the plan to go to Songdo Convensia directly.

http://iwss2018.org/sub4/4_1.php

Incheon Airport



Fee.	Taxi Fare ranges from 30,000 – 40,000 KRW. Approx. 27-36 USD
Hours.	Available 24 hours
About.	Take Taxi at Exit 7C for an arrival to Songdo ConvensiA



KAL Limousine (Korean Airlines)	No 6703
Fee.	Adult : 7,000KRW/ Approx. 6 USD
Hours.	Every hour (05:00am – 10:00pm)
Travel Time.	30-40 minutes
Contact.	(82 32) 835 1215

Bus Stop. Terminal 1 : The bus stops are No. 3b and 4A located in front of arrival exit 4 at Incheon Airport. Tickets will be available from the guide at the bus stop or the KAL Limousine counter located in the arrival hall between exit #4 and #5.

Terminal 2 : The bus stops are No.17,18,19 located in the middle of traffic center B1 at Incheon Airport. Tickets will be available from the ticketing office at transportation center.

Arrival Point: Sheraton Hotel

VII. Other information

Weather

- The average temperature during November in Incheon, Korea ranges from 1.7 - 6 degrees Centigrade. Participants are advised to check from the Internet on the weather forecast of Korea 2-3 days before departure.

Foreign exchange

- Foreign Exchange -- The Incheon International Airport provides foreign currency exchange service. Participants carrying foreign currencies worth more than US\$10,000 with them are required to declare the amount of traveler's checks or currency on arrival at the Airport. When you need to exchange your foreign currency into Korean won, you should visit a bank or an authorised exchange service center. Banks are generally open 09:00-16:00 on weekdays.

Electricity Voltage

13. The voltage for all electric appliances used in Korea is 220 Volts.

Time Difference

14. 9 hours ahead of GMT (standard time).