

Information on IOTC meetings to be held in Bangkok, Thailand in October 2008

**Working Party on Ecosystems and
Bycatch
20-22 October**

**Working Party on Tropical Tunas
23-31 October**

**Working Party on Methods
25 October**

**and (possibly)
Working Party on Temperate Tunas
(albacore)
1 November *tba***

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1 MEETINGS DATES AND VENUE

These following meetings are organized by the Department of Fisheries of Thailand in collaboration with IOTC Secretariat.

- 1.1 The Working Party on Ecosystems and Bycatch will meet 20 to 22 October.
 - 1.2 The Working Party on Tropical Tunas will meet 23 to 31 October
 - 1.3 The Working Party on Methods is likely to meet for half day on 25 October
 - 1.4 A special meeting of the Working Party on Temperate Tunas may meet on 1 November (to discuss a possible assessment for albacore).
- 1.2 The venue of the all the meetings will be:

Maruay Garden Hotel

Grand Ballroom C

1 Phaholyothin Road, Chatuchak, Bangkok 10900, Thailand ,

Tel: +(66) 2 561 0510-47

Fax: +(66) 2 579 1182, 561-0510-47

2 CONTACTS

2.1 The contacts in Thailand for these meetings are:

- i. Dr Smith Thummachua, Department of Fisheries, Thailand
(email: thuma98105@yahoo.com)
- ii. Ms.Montana Piromnim, Department of Fisheries, Thailand
(email: mtu1010@yahoo.com)

otherwise

Claudia Marie at IOTC cm@iotc.org

3 REGISTRATION

3.1 Please pre-register on-line at www.iotc.org as soon as possible.

3.2 The Registration Desk will operate at the Maruay Garden Hotel, Thailand, from Monday 20 October to Saturday 1 November 2008 as follows :

Monday 20 October 2008	08.30 hours – 9.00 hours
Thursday 23 October 2008	08.30 hours – 9.00 hours
Saturday 1 November 2008	08.30 hours – 9.00 hours

3.3 All participants are required to collect their ID badges at the Registration Desk. They will be required to present their identification when collecting the ID Badges. The ID badges SHOULD BE WORN AT ALL TIMES during the meetings.

4 TRAVEL ARRANGEMENTS AND ACCOMMODATION

4.1 Participants are requested to make their own travel arrangements and fund the expenses incurred.

- 4.2 Participants may wish to stay at the Maruay Garden Hotel, the venue of the meetings. There are also a number of other hotels, but far from the Maruay Garden Hotel. **Delegates are free to decide on their own choice of accommodation and are advised to make their reservations as soon as possible.**
- 4.3 Participants are required to make all arrangements for their accommodation directly with the hotels of their choice. These include making of reservations, guarantee and payment of their rooms and other expenses at these hotels directly. Rooms already been reserved on a first-come-first-serve basis at the Maruay Garden Hotel. Form for hotel reservation appears in Annex A.

5 ARRIVALS AND ENTRY FORMALITIES

- 5.1 All foreign delegates may be required to possess valid passports to enter Thailand. Their passports need to be valid for a minimum of 6 months. Delegates are responsible for arranging their own visa, if required.
- 5.2 For more information on visa requirements for entry to Thailand, please check at <http://www.consular.go.th>

6. TRANSPORTATION

- 6.1 Participants will need to make their own airport transfers and transport arrangements between their hotels and the meeting venue, if not the meeting venue.
- 6.2 Suvarnnabhumi Airport is about 35km/15.5miles from the hotel. At Suvarnnabhumi Airport, the taxi stand is located just outside the Arrival Hall on Level3. Taxi fares are by the meter with a starting fare ranging from \$1.50 to \$2.00, with varying area surcharges. The estimated cost for a taxi ride from Suvarnnabhumi Airport to the Maruay Garden Hotel is about \$18. Additional surcharges of \$1.50 , (charging for fee originating from the airport). All taxis have meters to indicate the fare charges. It will take about 45 minutes to travel by taxi from Suvarnnabhumi Airport to the Maruay Garden Hotel.
- 6.3 There are also well-marked taxi-stands available outside most major shopping centres and hotels.
- 6.4 Public transportation via bus or sky trains and subways are efficient, and extremely affordable. The system covers extension areas of Thai with signs in mainly English, and boarding instructions in Thai and English. The meeting venue, Maruay Garden Hotel is about two minutes walk away from the Bus stop.

7. DRESS CODE

The dress code for the meeting is Smart Casual.

8. DELEGATES' KIT

All delegates will be provided with a meeting kit containing the programme, handouts and other materials.

9. **GENERAL INFORMATION ABOUT THAILAND**

9.1 Thailand is an equatorial country, consisting of one main island which is Phuket and 75 Provinces. The uniform temperature and abundant rainfall give rise to the rich flora and fauna that typify a tropical country.

9.2 The population of Thailand is approximately 65 million.

9.3 The official currency used in Thailand is the Thai Baht. The exchange rate is around US\$1 = 34.80 Bahts. All major foreign currencies are exchangeable at banks and hotels. Most shopping complexes have licensed money changers. Visitors are discouraged from changing foreign currency with unlicensed money changers.

9.4 All major credit cards (American Express, MasterCard, Visa, Diners Card) are widely accepted by establishments in Thailand.

9.5 Thailand has an equatorial climate, which is warm and humid all year round. Rain is felt throughout the year. Thailand experiences two distinct monsoon seasons – the wetter Northeast Monsoon season from December to March and the drier Southwest Monsoon season from June to September. During the inter-monsoon months, winds are light and variable with afternoon to early evening showers.

Average daily temperature: 33-35 degrees Celsius

Average daily relative humidity: 77%

9.6 **Electricity and Water Supply**

Thai power sockets are 220-240 volts AC, 50 hertz. Power plugs used are two-pin and three-pin, square-shaped ones.

9.7 **Telephone services**

International Dialling Code

The International Dialling Code for Thailand is +66.

Mobile Services

The GSM (900 and 1800), systems operate in Thailand.

Delegates may wish to purchase a pre-paid SIM card for their mobile telephones for use in Thailand. These are available at any SIM card service provider such as the AIS shop and DTAC shop in Bangkok. You will need to show your passport for identification in order to purchase the SIM card. The SIM card and telephone number associated with it is valid for six months. Additional six months' validity can be extended with any value top-up before the expiry date.

Public phones can be found in abundance in Bangkok. These are in the form of coin-operated pay phones (1 Thai Baht for a 3-minute call), and credit card phones. Phone cards are available at all post offices and from phonecard agents everywhere.

9.8 **Internet**

Broadband and wireless internet services are available in all major hotels.

9.9 Medical Facilities & Emergencies

Thailand's medical facilities are among the finest in the world, with well-qualified doctors and dental surgeons. Pharmacies are readily available at supermarkets, department stores and shopping centres. Registered pharmacists generally work from 0900 hours to 1800 hours. For emergency services, patients can go at any time to the 24-hour Accident & Emergency (A&E) Departments located in the government hospitals. In case of a medical emergency, dial 191, for the Thai Civil Defence Force Emergency Ambulance Service (EAS). This emergency service is to transport accident and trauma cases and medical emergencies cases to the nearest general hospitals. The Thai Government assures visitors they will receive the emergency care they require. People who cannot pay immediately will be billed later.

Emergency numbers are below:

Police:	Tel: 191,123
Ambulance:	Tel: 1691
Fire Brigade:	Tel: 199

10 Tourism

Information on tourism and other information can be found at the following websites:
<http://www.tourismthailand.org>

Hotel Information**Maruay Garden Hotel (Meeting Venue):**

Conveniently located in the Chatuchuk district nearby Kasetsart University, Maruay Garden Hotel is just a 45 mins taxi ride from Suvarnabhumi Airport.

A special accommodation rate has been negotiated with the Maruay Garden Hotel, the meeting venue, for participants making their accommodation bookings **on or before Friday 10 October 2008.**

For booking of Maruay Hotel rooms, please **use the two-page reservation form attached in Annex B** 1 to enjoy the special rates below. The map of Maruay Garden is at **Annex B.**

ROOM TYPE	SINGLE	DOUBLE
Superior Room	2,000 Bt net per room per night <i>(Inclusive of Breakfast)</i>	2,000 Bt net per room per night <i>(Inclusive of Breakfast)</i>

Note: Due to the busy period and high occupancy of hotels in October, you are encouraged to make your accommodation arrangements early.



1 Phaholyothin Road, Ladyao Chatuchak, Bangkok 10900 Thailand
 Telephone : (66) - 2 - 561 - 0510 – 47 Facsimile : (66) - 2 - 561 – 0549 E - mail : maruay@maruaygardenhotel.com

Attn: Suchada Puthcharoen TEL: (66) 2 561 0510-47 Mobile: (66) 81 626 7295 FAX: (66)2 579 1182
 Director of Sales EMAIL : suchada3maruay@thaimail.com

Meetings of the IOTC Working Party on Ecosystems and Bycatch, Working Party on Tropical Tunas and Working Party on Methods

20 October-1 November 2008
 Maruay Garden Hotel, Bangkok, Thailand

RESERVATION AMENDMENT CANCELLATION

Please indicate accordingly

GUESTS' INFORMATION

FLIGHT DETAILS

Name : Prof/Dr/Mr/Ms/Mrs _____

Arrival Date: _____ Flight No : _____ Arrive Time: _____

Departure Date: _____ Flight No: _____ Departure Time: _____

ROOM TYPE	SINGLE	Please Tick	DOUBLE	Please Tick
Superior Room	2,000 Bt net per room per night (Inclusive of Breakfast)		2,000 Bt net per room per night (Inclusive of Breakfast)	

** All reservations subjected to room availability. The above rates will be valid for reservations form received by the hotel before 10 October 2008.*

Limousine Transfer from airport to hotel is at \$23 -38 nett

Required for Arrival Required for Departure 2-way

GUEST DETAILS

Address: _____

Country : _____ Nationality : _____ Date of Birth : _____

Passport No : _____ Place Issued : _____ Date Issued : _____

Telephone : _____ Facsimile: _____ E-mail : _____

Other requests: _____

GUARANTEED RESERVATION

Please hold this as a ‘Guaranteed reservation’ and ensure that room is held all night. If guest does not arrive, we will charge the full duration to the credit card as follow :

Our hotel accept VISA/MASTER CARD/DINERS

Credit Card Type : _____

Credit Card Name : _____

Credit Card No : _____

Expiry date : _____

Credit Card

Validation number : _____

(CCV2 : last 3 digit located behind the card)

RESERVATION POLICY

***For guaranteed reservations, rooms will be held till 12noon the next day. Any cancellation less than 72 hours prior to arrival is subject to a one-night room charge.*

*** For any no-show the full duration of the reservations will be charged.*

***Kindly take note that the Hotel’s Official check-in time is at 1400hr and check-out time is at 1200noon.*

***Any request on early check-in & late check-out there will be a one day charge.*

***Please note that any reservation received will be subjected to room availability*

***Credit Card details required for all confirmed reservations.*

Acknowledged By

Name :

Date :

THIS DOES NOT SERVES AS A CONFIRMATION OF THE ABOVE BOOKING. ALL RESERVATIONS SUBJECT TO ROOM AVAILABILITY.

For Official Use Only :

Confirmation Number :

Confirmed By :

Date :

Hotel’s Stamp & Signature

Map of Meetings Venue : Maruay Garden Hotel



Maruay Garden Hotel, Bangkok, Thailand

1 Phaholyothin Road, Ladyao Chatuchak, Bangkok 10900 Thailand
Telephone : (66) - 2 - 561 - 0510 – 47 Facsimile : (66) - 2 - 561 – 0549
E - mail : maruay@maruaygardenhotel.com