

PRACTICAL INFORMATION FOR PARTICIPANTS

Rights of Migrants in Action

National Round Table for Implementing Partners

12 July 2016 | Bangkok, Thailand

Welcome

Country Cluster Support Team of IFRC extends our warmest welcome to all participants of the National Round Table for Implementing Partners Meeting that will be conducted in Bangkok, Thailand on 12 July 2016.

Arrival and departure date

The workshop will officially start at 08:30 hrs on 12 July 2016 and will finish at 17:00 hrs in the evening. To ensure your participation throughout the whole meeting, please plan your arrival to the venue in Bangkok on the evening of 11 July 2016 and departure after 18:00 hrs on the evening of 12 July 2016. For security and room reservation, participants should send their flight schedule before **1 July 2016** to Nutchapang Khowinij, nutchapang.khowinij@ifrc.org.

Accommodation for RCRC participants

Column Bangkok

48 Sukhumvit Soi 16, Klongtoey,
Bangkok, 10110 Thailand

Tel: +66 (0)2 302-2555

<http://www.columnbangkok.com/>

*Hotel map in Annex 1 can be shown to
taxi-drivers to facilitate transportation to
the hotel*



Organisers made a block booking for participants in non-smoking twin bedrooms. The special rate is 2,800 Thai Baht net per room. Please email to Nutchapang Khowinij, nutchapang.khowinij@ifrc.org if you require assistance with hotel reservation. Free internet (Wi-Fi) password will be provided upon check-in and in the meeting room.

Check-in time is 14:00 hrs. and check-out time is 12:00 noon.

Workshop Venue

The workshop will take place at “Column 2” meeting room, on the 2nd floor of Column Bangkok hotel. On 12 July 2016, the meeting will begin at 8:30 hrs and finish at 17:00 hrs.

Organisers will provide lunch and 2 coffee breaks for all participants. All menu for lunch and snack will be non-pork food.

Transportation

Please note that the airport transfer will not be provided. Participants should arrange their own transfer from the airport.

From the airport to the hotel, the most convenient transportation is “Taxi”.

As there are 2 airports in Bangkok; Suvarnabhumi airport (BKK) and Donmueang airport (DMK), there are different guidelines for taking taxi from different airports.

1. Suvarnabhumi airport (BKK)

After you claim/collect your luggage and pass through airport’s customs channels you will enter the arrival hall. The public metered taxi service is **located outside at level 1** (i.e. one floor down from the arrival floor). At the curb, there will be a taxi queue machine remarked “Public Taxi” sign. Press the button for taxi queue number, then walk to the number shown over the taxi parking and tell the driver the name of your hotel (and/or its address).

Passenger guide: <http://www.suvarnabhumiairport.com/en/99-international-flight>

2. Donmueang airport (DMK)

After you claim/collect your luggage and pass through airport’s customs channels you will enter the arrival hall. The public metered taxi service is **located outside at level 1** (same floor as the arrival floor) but the **public metered taxi** service desk is inside the building. You can follow the sign when arriving in the arrival hall. Simply tell the clerk the name of your hotel (and/or its address).

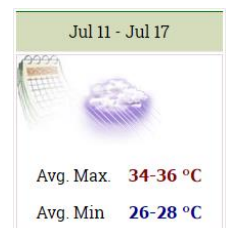
Cost and Payment: All public taxis are metered. Estimated cost from the airport to the hotel is around 400 Baht (approx. 35 min / 40 km drive from the airport, depending on traffic). You will need to pay for the meter reading (a taxi meter starts at 35 Baht), plus a speedway toll fare (70 Baht) and an airport service charge (50 Baht). **Never take a taxi whose driver refuses to put the meter on.** Very little taxi provides the receipt. If you don’t get the receipts, please remember how much you paid.

For the participants living in Bangkok, the most convenient transportation is BTS Sky train dropping off at Asoke station, then walking on the sky work to the direction of Exchange Tower, and continue to Ratchadapisek Road, direction to “Column Bangkok” around 10 minutes or less.

Weather

The forecast during the event period is scattered thundershowers and isolated heavy rain throughout the period. Minimum temperature 27-29 °C. Maximum temperature 31-36 °C. Southwesterly wind 15-30 km./hr.

The meeting room will be air-conditioned; participants are advised to bring a light jacket/pullover for the meeting hours.



Electricity

Thailand uses 220 volts, and the electrical outlets are 2 or 3 flat pin sockets.

However, bringing universal/travel plug adapter is advised.





Language

Thai is the official language. English is commonly spoken by the younger generation and those in the tourist industry. Simultaneous translation (English/Thai) will be provided during the whole meeting.

Currency

The local currency is Thai Baht which is equivalent to 32 Thai Baht to a US dollar. Currency can be exchanged at the airport or any bank or at the hotel or exchange bureau. Automated teller machines (ATM) are readily available.

Contact for workshop arrangements

For all logistical and administration matters please contact:

Ms. Nutchapang Khowinij (English, Thai)

Mobile: +66 (0)81 918 2240

Email: nutchapang.khowinij@ifrc.org

Contacts IFRC staff in case of emergency

Ms. Nutchapang Khowinij

Mobile: +66 (0)81 918 2240

Email: nutchapang.khowinij@ifrc.org

Ms. Elena Nyanenkova-Lowry

Mobile: +66 (0)62 594 5309

Email : elena.nyanenkova@ifrc.org

ANNEX 1

Map of the Hotel and direction



Direction from Suvarnabhumi airport to Column Bangkok Hotel, Sukhumvit 16 hotel

(Thai version is shown below)

From Suvarnabhumi Airport to the hotel, take the motorway direction Bangkok and then Rama 9 Expressway. Then take North Ploenchit exit, turn left onto Sukhumvit Road. Go straight to Asok junction and turn right at Asok junction, then keeping on the left lane. Turn left onto Sukhumvit Soi 16, continue for about 200 meters. Column Bangkok hotel is on your right before Foodland Supermarket. Please request taxi to drop you off in front of the hotel building.

เส้นทางจากสนามบินสุวรรณภูมิไปโรงแรม คอลัมน์ สุขุมวิท 16

- จากสนามบินเข้ามอเตอร์เวย์ทางไปกรุงเทพ จากนั้นขึ้นด่วนพระรามเก้า แล้วลงทางออกเพลินจิตเหนือ
- เลี้ยวซ้ายตรงทางลงทางด่วนเพื่อเข้าถนนสุขุมวิท จากนั้นแล่นตรงไป ซิดเลนขวาเมื่อใกล้ถึงแยกอโศก เพื่อเลี้ยวขวาที่แยกอโศก แล้วเบี่ยงเข้าเลนซ้าย เพื่อเลี้ยวซ้ายเข้าซอยสุขุมวิท 16 (ปากซอยห่างจากแยกเพียงประมาณ 150 เมตร)
- เข้าซอยไปประมาณ 200 เมตร โรงแรมคอลัมน์ กรุงเทพฯ จะอยู่ทางด้านขวามือ ก่อนถึงฟู้ดแลนด์ ซูเปอร์มาร์เก็ต กรุณาเลี้ยวขวาจอดหน้าอาคารโรงแรมเพื่อส่งผู้โดยสาร