

23 May 2010

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منظمة الأغذية
والزراعة
للأمم المتحدة

联合国
粮食及
农业组织

Food
and
Agriculture
Organization
of
the
United
Nations

Organisation
des
Nations
Unies
pour
l'alimentation
et
l'agriculture

Продовольственная и
сельскохозяйственная
организация
Объединенных
Наций

Organización
de las
Naciones
Unidas
para la
Agricultura
y la
Alimentación

THIRTIETH FAO REGIONAL CONFERENCE FOR ASIA AND THE PACIFIC

Gyeongju, Republic of Korea

27 September – 1 October 2010

INFORMATION NOTE

Conference arrangements

1. The FAO Regional Conference for Asia and the Pacific will be held at Hotel Hyundai Gyeongju from 27 September - 1 October 2010. The inaugural ceremony of the plenary session will take place at 10:00 hours on 30 September 2010.
2. The normal working hours of the Conference will be 09:00 to 12:00 hours and 14:00 to 17:00 hours, unless otherwise decided by the Conference. The plenary session starting on 30 September, however, will begin at 10:00 hours.
3. An "Order of the Day" will be issued daily, giving detailed information of the Conference business, the timetable of meetings, items to be discussed and other information of general interest.
4. The Provisional Timetable (APRC/10/INF/1) has been circulated with the invitation letter.
5. FAO will provide the Secretary of the Conference, assisted by a number of FAO staff whose names and functions will be included in a list to be issued on the first day of the Conference.

Working languages

6. Simultaneous interpretation will be provided in Chinese, English and French. The documentation will be issued in Chinese, English and French.

Press liaison and information

7. For the duration of the Conference, an FAO Information Officer together with a Press Officer of the Government of the Republic of Korea will liaise with the press and be responsible for matters concerning information to the public.

This document is printed in limited numbers to minimize the environmental impact of FAO's processes and contribute to climate neutrality. Delegates and observers are kindly requested to bring their copies to meetings and to avoid asking for additional copies. Most FAO meeting documents are available on the Internet at www.fao.org

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8. Journalists will be accredited on presentation of two passport size photographs and a letter of assignment from their editor or employer to the accreditation desk at the Conference venue.

Documentation

9. The working documents will be sent before the holding of the Conference to all governments and organizations invited. Documents drafted during the Conference will be available at the document distribution desk outside the conference hall. The desk will also deliver mail and messages and deal with general inquiries.

Draft recommendations and amendments

10. Delegates who wish to submit draft recommendations or other documents requiring a decision by the Conference are requested to hand their texts in English or French to the Conference Secretary, if possible in three typewritten copies. Delegates wishing to circulate other written material related to the agenda of the Conference are requested to deliver 15 copies in Chinese, 100 copies in English and 25 copies in French to the Secretariat for distribution.

Advance communications of text of speeches and statements

11. When prepared speeches or statements are to be made, it helps the Secretariat and ensures accuracy in interpretation if three typed copies of the texts are handed to the Secretariat of the Conference beforehand.

Correspondence

12. All correspondence concerning the Regional Conference should be addressed to the Conference Secretary at the FAO Regional Office for Asia and the Pacific, 39 Phra Atit Road, Bangkok 10200, Thailand, Tel: (+66) 2 6974236, Fax: (+66) 2 6974445, E-mail: APRC@fao.org and copied to the Government Liaison Officer at the address below:

Mr Kwangil YOON
Deputy Director, General Division of International Cooperation
Ministry for Food, Agriculture, Forestry and Fisheries (MIFAFF)
88 GwanMun-Ro, GwaCheon-Si, GyeongGi-Do, 427-719
Republic of Korea
Tel: (+82) 2 500 2230, (+82) 31 440 9085
Fax: (+82) 2 504 6659
E-mail: secretariat@aprc2010.org

During the Conference the address of the Conference Secretary is:

Mr Purushottam K. Mudbhary
Conference Secretary
30th FAO Regional Conference for Asia and the Pacific
E-mail: APRC@fao.org

13. Telephone and facsimile services as well as a travel and tourist information desk will be provided at the Conference premises. Postal services are available at the hotel concierge.

Formalities for entry into the Republic of Korea

14. An entry visa to the Republic of Korea should be obtained from the nearest Embassy or Consulate of the Republic of Korea. For some countries, visas can be obtained upon arrival. For more information, please visit the following link:

http://www.hikorea.go.kr/pt/InfoDetailR_en.pt?categoryld=2&parentld=385&catSeq=401&showMenuId=375

15. Participants are advised to provide advance notice at least four weeks prior to arrival of the name of carrier, flight number, time of arrival and other related information to the Government Liaison Officer in the Republic of Korea, to ensure that they are properly met on arrival at the Gimhae International Airport (PUS), located in Busan. Participants are advised to mark their luggage clearly in order to facilitate identification.

16. Upon arrival at the Gimhae International Airport, Republic of Korea, participants will be met and transported to their respective hotels. Entrance formalities (customs and immigration) will be facilitated. Transport from hotels to the airport will be arranged at the end of the Conference.

17. All participants to the Conference are advised to finalize, at an early date, return travel arrangements. Upon arrival in the Republic of Korea, participants are advised to contact the travel desk at the conference premises for special internal visits for spouses and for the reconfirmation of their departure date and time.

18. In accordance with UN rules, UN personnel should obtain security clearance, if necessary, from the Designated Official in the Republic of Korea prior to travel. Reference may be made to the “Monthly Advisory on Field Security Status and Security-Related Travel Restrictions” published by the Office of the United Nations Department of Safety and Security (UNDSS). Additional information may be obtained from UNDSS Communications Centre: Tel: (+1) 917-367-9438 and Fax: (+1) 212 963-9053/1-917-367-9441, Email: UNDSSComscen@un.org.

Foreign exchange and banking

19. The monetary unit is the Korean Won (KRW, denoted by ₩). At the conference premises, a bank/foreign exchange desk will be available to convert foreign currency. All major credit cards such as American Express, Visa and Master Card are accepted for payment of hotel bills. The exchange rate is approximately 1 150 KRW /1 USD (as of May 2010).

Medical services and first aid

20. First aid services and medical personnel will be available at the conference premises.

Hotel accommodation

21. Requests for hotel reservations should be made on the printed form appearing in Annex A, as soon as possible, but not later than Friday, 27 August 2010, by sending the original copy to Ms Irene Kim and a copy to the Conference Secretary in Bangkok, Thailand.

Ms Irene KIM
Tel: (+82) 70 7425 5224
Fax: (+82) 2 3461 1340
E-mail: registration@aprc2010.org
Website: www.aprc2010.org

Mr Purushottam K. Mudbhary
Conference Secretary
Fax: (+66) 2 697 4445
E-mail: APRC@fao.org

22. Accommodation will be available for participants and their families in the hotels listed in Annex B.

Registration

23. All delegates and observers are requested to register, soon after arrival, at the “30th APRC Registration Desk” located at the Conference venue in the Hotel Hyundai Gyeongju so that they can be provided with identification badges and document bags. The registration desk will be open from 13:00 hours to 18:00 hours starting on Sunday, 26 September 2010. During other days, the registration desk will be open from 08:00 hours to 18:00 hours. The Conference Secretariat will issue a Provisional List of Participants on the first day of the Conference. The Secretariat should be notified of any corrections or additions to this list. Only registered participants will be issued special badges permitting access to the Conference venue.

Weather and time

24. Korea has four distinct seasons - spring, summer, fall and winter. Fall lasts from September to November. During the month of September the average temperature in Gyeongju ranges from 14° to 24°C. Gyeongju is 9 hours ahead of GMT (standard time).

Electricity

25. The standard voltage in Korea is 220 volts at 60 Hz.

Registration Form	 The 30th FAO Regional Conference for Asia and the Pacific
Please complete and return this form to: Ms Irene KIM Tel: (+82) 70 7425 5224 Fax: (+82) 2 3461 1340 and (+66) 2 697 4445 E-mail: registration@aprc2010.org and APRC@fao.org Website: www.aprc2010.org	27 September ~ 1 October 2010 Gyeongju, Republic of Korea

SECTION A

DELEGATE DETAILS

Please note, the details completed within this section will be reproduced, exactly as they appear, in the delegate list.

Family Name _____

Given Name _____

Title and Position _____

Organization _____

Address (Postal) _____

Country _____ Postcode _____

Passport No. _____ Date of Birth _____

Telephone _____ Facsimile _____

Email _____ Nationality _____

Attending as Head of Delegation Delegate Observer Secretariat

ACCOMPANYING PERSON

Family Name _____ Given Name _____

Passport No. _____ Date of Birth _____

Family Name _____ Given Name _____

Passport No. _____ Date of Birth _____

SECTION B

SPECIAL NEEDS

Please let us know if you have any special needs (e.g. dietary requirements, wheelchair access). Every attempt will be made to meet your needs. Please specify: _____

SECTION C**SOCIAL FUNCTIONS (free of charge)**

Code	Function	Date	Time	No. of person(s)
<input type="checkbox"/> FN01	Welcome dinner hosted by the Government	29 Sept.	18:30-21:00	
<input type="checkbox"/> FN02	Dinner hosted by Director-General of FAO	30 Sept.	18:30-21:00	
<input type="checkbox"/> FN03	Farwell lunch hosted by the Government	1 Oct.	12:00-14:00	

SECTION D**LETTER OF INVITATION**

Please send me a letter of invitation in order to arrange the appropriate visa to enter Korea to attend the Conference.

SECTION E**ACCOMMODATION**

Note : All prices shown are in Korean Won (Unit : ₩). Please tick appropriate room type.

1. Hotel Hyundai Gyeongju

<input type="checkbox"/> 1-1 Twin	₩142,780	Main Hotel
<input type="checkbox"/> 1-2 Double	₩154,880	
<input type="checkbox"/> 1-3 Junior Suite-Twin	₩324,280	
<input type="checkbox"/> 1-4 Junior Suite-Double	₩324,280	
<input type="checkbox"/> 1-5 Senior Suite-Double	₩384,780	

2. Gyeongju Hilton

<input type="checkbox"/> 2-1 Deluxe	₩163,350	20 Minutes on foot
<input type="checkbox"/> 2-2 Juniper Suite	₩242,000	
<input type="checkbox"/> 2-3 Residential Suite	₩363,000	
<input type="checkbox"/> 2-4 Maple Suite	₩423,500	

3. Hotel Concord

<input type="checkbox"/> 3-1 Twin	₩85,000	7 Minutes on foot
<input type="checkbox"/> 3-2 Double	₩85,000	

NOTE: RESERVATION DEADLINE for Conference Rate: 3 September 2010

※ All rates above include VAT (10%) and service charge (10%). Breakfast for only 1 person is included in the above room rates.

※ Room will be reserved on a first-come, first-serve basis.

※ The exchange rate is approximately KRW 1 150 / 1 US\$ (as of May 2010).

※ Please write the hotel name according to preference priority.

First Choice _____ Second Choice _____ Third Choice _____

Accommodation required : I will be sharing with _____

Check in (arrival) date : __/__/____

Arrival time : _____ Flight No. _____ Airport: _____

Check out (departure) date : __/__/____

Departure time : _____ Flight No. _____ Airport: _____

No. of nights : _____ I require a Smoking room Non smoking room

I do not require accommodation.

I have made my own arrangements and will be staying at : _____

Signature _____ Date : _____

ANNEX B

LIST OF HOTELS

Address	Distance to Conference venue	Room	Tariff* (KRW)
<p><u>Hotel Hyundai Gyeongju</u> 477-2, Shinpyeong-dong, Gyeongju City, Gyeongsanbuk-do, 780-290, Republic of Korea</p> <p><u>Contact</u> Tel: (+82) 54 748 2233 Fax: (+82) 54 748 8234 Website:www.hyundaihotel.com/gyeongju_en/</p>	Conference Venue	Twin room Double room Junior Suite-T Junior Suite- D Senior Suite	₩142,780 ₩154,880 ₩324,280 ₩324,280 ₩384,780
<p><u>Gyeongju Hilton</u> 370, Shinpyeong-dong, Gyeongju City, Gyeongsanbuk-do, 780-290, Republic of Korea</p> <p><u>Contact</u> Tel: (+82) 54 745 7788 Fa x: (+82) 54 745 7799 Website: www.gyeongjuhilton.co.kr or www.hilton.com</p>	20 min. on foot	Deluxe Juniper Suite Residential Suite Maple Suite	₩163,350 ₩242,000 ₩363,000 ₩423,500
<p><u>Hotel Concorde</u> 410, Shinpyeong-dong, Gyeongju City, Gyeongsanbuk-do, 780-290, Republic of Korea</p> <p><u>Contact</u> Tel: (+82) 54 745 7000 Fax: (+82) 54 745 7010 Website:www.concorde.co.kr/concorde/eng/index_eng.html</p>	7 min. on foot	Twin room Double room	₩85,000 ₩85,000

- * All rates above include VAT (10%) and service charge (10%).
Breakfast for only 1 person is included in the above room rates.
The standard currency rate is the Korean Won (KRW).

General Information

Republic of Korea

The Republic of Korea is situated on the Korean Peninsula, which spans 1 100 kilometers from north to south. The Peninsula lies in the northeastern part of the Asian continent, where Korean waters meet the waters of the Western Pacific. The Peninsula shares its northern border with China and Russia. The Peninsula encompasses a total of 222 154 km² – almost the same size as Britain. With rapid economic growth in the 1960s, Korea's role in the global community has become more significant, holding such international events as the 1988 Seoul Olympic Games, 2000 Asia Europe Summit Meeting, and 2002 FIFA World Cup-Korea/Japan. With a concentrated investment in science and technology, Korea ranks number one in the world in terms of the supply of high speed internet, which stands at 57.3 percent. Also, 70 percent of the population uses mobile telecommunications service, thus allowing the IT industry to thrive.

Gyeongju

The history of Gyeongju (located in the southeast of Korea) dates back to ancient times when the city was the capital of the Silla Dynasty (BC 57-935), the longest period of reign in the history of Korea. Today, more than a thousand years later, evidence of Gyeongju's rich cultural heritage is still evident in every corner of the city. Since the ancient relics are such an integral part of the area, the whole city has been designated as a UNESCO World Cultural Heritage under the name 'Gyeongju Historic Areas'. As such, Gyeongju is often referred to as a 'roofless museum'.

Transportation

It is recommend that you schedule your flight via direct routes to **Gimhae International Airport (PUS)** as below;

- From Cambodia: Siem Reap
- From China: Guangzhou / Beijing / Shanghai / Shenyang / Xian / Yanji / Yantai / Weihai / Qingdao / Hangzhou
- From Germany: München
- From Hong Kong Special Administrative Region: Hong Kong SAR
- From Japan: Nagoya / Tokyo (Narita) / Sapporo / Osaka / Fukuoka
- From Philippines: Manila / Cebu
- From U.S.A.: Honolulu
- From Taiwan Province of China: Teipei
- From Thailand: Bangkok
- From Viet Nam: Hanoi / Ho Chi Minh

For the convenience of delegations, free shuttle (car) services for all delegates will be available at the Gimhae International Airport (PUS).

- Gimhae International Airport ↔ the Official Hotels in Gyeongju: 1 hour 30 min.

Clothing

The weather in Gyeongju during September/October is mild. Fall, a season for trench coats, is the best season to visit Korea because of clear skies and low humidity. Long slacks, long-sleeved shirts, and cardigans or jackets are ideal.

Mobile Phone (roaming)

CDMA cellular systems are widely used in Korea. SK Telecom and KTF are providing a SIM card roaming service to allow you to use your GSM subscription in Korea. At the Gimhae International Airport, you can rent a special CDMA cellular phone which accepts your SIM card. Please check the links below for more details.

- KTF roaming service

http://www.ktfroaming.com/english/inbound/02_use/01_gsm_01.jsp

- SK Telecom roaming service

<http://www.sktelecom.com/eng/>

Useful Websites

- Korean Government's 30th APRC homepage www.aprc2010.org
- Korea National Tourism Organization www.knto.or.kr
- Korea Information Service www.korea.net
- Gimhae International Airport www.airport.co.kr/doc/gimhae_eng/
- Gyeongju-si www.gyeongju.go.kr/english/open_content/index.jsp