

## UNESCO Bangkok

### Training Workshop on Education Policy Formulation and Monitoring

#### GENERAL INFORMATION

(As of 7 May 2013)

#### 1 Date

27-31 May 2013 (5 days)

#### 2 Venue

UNESCO Bangkok  
Asia-Pacific Regional Bureau for Education  
Mom Luang Pin Malakul Centenary Building  
920 Sukhumvit Road, Prakanong, Klongtoey  
Bangkok 10110, Thailand  
Tel: +662 391 0577

UNESCO Bangkok is conveniently located on the corner of Sukhumvit Road Soi 40 (sub-street) and is within walking distance from Thong Lo (E6) and Ekkamai (E7) BTS Skytrain stations. For more information on the BTS, please visit: <http://www.bts.co.th/customer/en/02-route-current.aspx>

#### 3 Accommodation

There are plenty of options as well as a wide price range for finding accommodation in Bangkok. If you begin your search before arriving to Bangkok, keep in mind that the UNESCO building is located in the south east of the city along the main road, Sukhumvit. You may want to choose accommodation that is near or within the vicinity of the BTS station (Bangkok's skytrain, Sukhumvit line).

You may refer to the list of accommodation/apartments recommended by UNESCO at the end of this document.

\*Wherever you end up staying, please be advised to take a hotel business card with contact details to facilitate your local travel, otherwise ask the hotel receptionist to write the hotel contact information down for you in Thai so that a taxi driver will be able to understand clearly your intended destination.\*

#### 4. Visa

Participants should ensure that their passport is valid for at least 6 months from their travel dates. If a visa to Thailand is needed, the application process should be started immediately. Please contact the Royal Thai Embassy/Consulate in your country or check: <http://www.mfa.go.th/main/en/services/123> for more information on visa requirements and applications. Should you encounter any issues with obtaining your relevant visa, please inform UNESCO Bangkok immediately.

#### 5. Provisions

For all participants, coffee breaks, lunch and a study visit are included in the course fees. Learning materials

and stationery will be provided by UNESCO during the training workshop period (27-31 May 2013). As there may be some mathematical calculation throughout the course, participants are recommended to bring with them a calculator.

#### **6. Meeting Room / Registration**

Registration will start on Monday, 27 May at 08:30 hrs and all participants are required to register at the 5<sup>th</sup> Floor meeting room of the UNESCO Building. The workshop will begin at 09:00 hrs and will end on Friday 31<sup>st</sup> May 2013 at 17:30 hrs approximately.

#### **7. Computer and Communication**

Participants are requested to bring a notebook computer for their own use during the workshop. Internet service is available free of charge; the internet password can be obtained at the registration desk on your first day workshop. One internet account is for one participant only.

#### **8. Currency Exchange Rate**

The commercial rate is subject to change daily. The exchange rate for cash is slightly lower than for travelers' cheques. There are banks and currency exchange kiosks located at the airport and near the hotel, but you may exchange from the hotel cashier as well. Currency exchange rate (counter rate) as of May 2013: **US\$ 1 = THB 29 to THB 30 approximately.**

#### **9. Climate in Bangkok**

Bangkok in May approaches the beginning of rainy season. This season is characterised by frequent torrential downpours and in Bangkok this can mean the flooding of many streets and areas close to the river. Despite the frequency of the rains, it tends not to last too long and have a welcome cooling off effect on the weather in Bangkok. The rainy season still produces plenty of hot, sunny days where the temperature is often well over 30°C/85°F and made worse by 90 per cent humidity. Showers can occur at any time of the day but usually arrive in the late afternoon as convection builds up. For more information regarding the weather in Bangkok please visit: <http://www.tmd.go.th/en/province.php?id=37>

#### **10. Transportation**

Bangkok's Suvarnamhumi airport is located about 30 km east of Bangkok. Please see the following website for a map of the Suvarnabhumi International Airport: <http://www.bangkokairportonline.com/node/85>. There is only one airport terminal; the arrival hall is located on level 2 while the departure hall is on level 4.

Participants are responsible for transport arrangements to and from the port of departure and arrival. In general, there are three ways to get to your hotel (please contact your hotel for direction): public meter-taxi, limousine service, and Airport Rail Link. For direction to/from your hotel to UNESCO Bangkok, please kindly refer to the map at the end of this General Information Note.

- Public meter-taxi can be found in front of the Terminal (level 1, ground level). There will be counters to queue at, and upon telling them your destination, both you and the taxi-driver will be given a taxi ticket. Travel to downtown Bangkok costs around B200 to B400 and there is a

compulsory airport surcharge of B50 which is added to the metered price. Journey time is anything from 30 minutes to over an hour depending on the traffic; you may instruct the taxi driver to take the expressway, in which case a toll fee of B45 should be paid up front by the passenger. Ensure you have small change of at least 100 baht denominations, as taxi-drivers usually do not have change for larger ones.

- Limousine: To get a limousine, contact the Limousine Service Center at the arrival level. The limousine pickup area is located along the outer curb, right outside the terminal building. Please be advised that the limousine services in Bangkok are much more costly than public meter-taxis, ranging from 1,000 up to 1,500 Baht per car.
- An Airport Rail Link is available. Getting to UNESCO Bangkok requires changing at the city station Phaya Thai into the sky train (BTS), see: <http://airporthaillink.railway.co.th/en/index.html>. For more information on the BTS, please visit: <http://www.bts.co.th/customer/en/02-route-current.aspx>

## 11. Medical Emergency

The nearest hospitals to UNESCO Bangkok are:

### 1) Sukhumvit Hospital

Address: 1411 Sukhumvit Road, Phra Kanong Nua, Wattana, Bangkok 10110

E-mail: [info@sukhumvithospital.com](mailto:info@sukhumvithospital.com)

Call Center: Int'l call: +662 391-0011 Domestic call: (02) 391-0011

<http://www.sukumvithospital.com>

### 2) Samitivej Hospital Sukhumvit

Address: 133 Sukhumvit 49, Klongtan Nua, Vadhana, Bangkok 10110

E-mail: [info@samitivej.co.th](mailto:info@samitivej.co.th)

Call Center: Int'l call: +662 711-8181; Domestic call: (02) 711-8181

<http://www.samitivejhospitals.com/Sukhumvit/en>

## 12. Language

English will be the working language of the workshop.

## 13. Further Information

Correspondence related to the logistics of the meeting may be addressed to:

Ms. Rachel McCarthy, Programme Assistant, at [r.mccarthy@unesco.org](mailto:r.mccarthy@unesco.org)

Ms. Maneerat Woramunee, Programme/Administrative Assistant, at [m.woramunee@unesco.org](mailto:m.woramunee@unesco.org)

## Location Map of UNESCO Bangkok

<http://www.unescobkk.org/about-us/asia-pacific-regional-bureau-for-education/location>



For Taxi:

องค์การยูเนสโก กรุงเทพฯ อาคารห่มอมหลวงปิ่นมาลากุล อยู่ระหว่างสุขุมวิท ซอย 40 และท้องฟ้าจำลอง (อยู่ฝั่งเดียวกับท้องฟ้าจำลอง / ตรงข้ามเมเจอร์เอกมัย)

## Hotel Rates for UNESCO Bangkok 2012

(currency: Thai Baht)

	Hotel		Location	Cost / person (Thai Baht)			Contact person	Contact numbes	Email
				Single	Double	Internet			
				(incl. breakfast)					
1	<b>Imperial Queen's Park Hotel</b>	4 stars	Sukhumvit 22 (BTS: Phrom-pong)	2,500	2,800	incl. in accom room charge; additional = THB 375 per account	Ms. Marisa Sutawimon (Khun Aom), Banquet Sales Manager	Tel: (02) 261-9300 ext. 4102; Cell: (081) 934-0435	<a href="mailto:marisa.s@imperialqueenspark.com">marisa.s@imperialqueenspark.com</a>
2	<b>The Davis Hotel</b>	4 stars	Sukhumvit 24 (near Rama 4 Road)	2,300		incl. in accom room charge	Ms. Ann Mekkhunthod, Guest Service Manager	Tel: (02) 260 8000; Cell: (085) 133-9170	<a href="mailto:ann@davisbangkok.net">ann@davisbangkok.net</a>
3	<b>Four Wings Hotel</b>	4 stars	Sukhumvit 26 (BTS: Phrom-pong)	2,250	2,250	incl. in accom room charge; additional = THB 600 per account	Ms. Risara Limprapakul (Khun Poo), Assistant Director of Sales	Cell: (081) 815-9637	<a href="mailto:risaral@fourwingshotel.com">risaral@fourwingshotel.com</a>
4	<b>Plaza Athenee</b>	5 stars	Wireless Road (BTS: Ploenjit)	3,000		350	Ms. Rujaporn Choogate (Khun Noi), Director of Sales	Tel: (02) 650 8800 Ext. 6209; Cell: (081) 835 9722	<a href="mailto:Rujaporn.Choogate@lemeridien.com">Rujaporn.Choogate@lemeridien.com</a>
5	<b>Grand Millennium</b>	5 stars	Asoke	3,300	3,700	incl. in accom room charge	Ms. Marisa Mongkoddara (Khun Pueng), Sales Manager Corporate	Tel: (02) 204-4010 ; Cell: (086) 987-9250	<a href="mailto:marisa.m@grandmillenniumskv.com">marisa.m@grandmillenniumskv.com</a>
6	<b>Novotel Ploenchit</b>	4 stars	Ploenchit Road (BTS: Ploenchit station)	2,500	2,500	incl. in accom room charge	Mr. Sitthidej Chirapanda (Khun X), Sales Manager	Tel: (02) 305-6000	<a href="mailto:H7176-SL9@accor.com">H7176-SL9@accor.com</a>
7	<b>Marriott Executive Apartments</b>	5 stars	Sukhumvit Road (BTS: Thong Lo station)	3,000	3,300	incl. in accom room charge	Ms. Sirirat Tanankitchotikul (jib), Business Alliances Manager	Tel: (02) 797-0024; Cell: (085) 071-7143	<a href="mailto:sirirat.t@marriotthotels.com">sirirat.t@marriotthotels.com</a>