



United Nations
Educational, Scientific and
Cultural Organization



Third International Congress on
Technical and Vocational Education and Training
Shanghai, People's Republic of China, 13-16 May 2012

TVET-3/INF.1
Paris, 13 April 2012
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Third International Congress on Technical and Vocational Education and Training: “Building skills for work and life”

Shanghai, People's Republic of China: 14 – 16 May 2012

GENERAL INFORMATION DOCUMENT

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I. Venue of the Congress

1. The Third International Congress on Technical and Vocational Education and Training will be held in Shanghai, People's Republic of China from 13-16 May, 2012 at Oriental Riverside Hotel of Shanghai International Convention Center.

Address: 2727 Riverside Avenue Pudong
Shanghai 200120
Telephone: (86-21) 50370000
Fax: (86-21) 50370999
E-mail: hotel@shicc.net
Website: Oriental Riverside Hotel: <http://www.shicc.net>

2. All correspondence and enquires concerning the Congress should be addressed to:

Mr. Bohrene Chakroun
Chief of Section for Technical and Vocational Education and Training
UNESCO
7, Place de Fontenoy
75352 Paris 07 SP
France
Telephone : (331) 45681079
Fax : (331) 45685626
E-mail: b.chakroun@unesco.org

3. The Congress Secretariat will be at the Congress Venue from **11 May 2012**. All correspondence should be addressed to:

Mr. Bohrene Chakroun
Chief of Section for Technical and Vocational Education and Training
2727 Riverside Avenue Pudong
Shanghai 200120
People's Republic of China
Telephone: (86-21) 50370000
Fax: (86-21) 50370999
E-mail: b.chakroun@unesco.org

II. Registration of Participants and Information Service

4. Participants are required to register at the Congress website of UNESCO : <http://www.unesco.org/new/en/education/themes/education-building-blocks/third-international-congress-on-tvet/>
5. During the Meeting, the reception will be open from 08:00 a.m. to 19:00 p.m. The participants will receive a complete set of Congress documents, identification badge and other necessary documentation. They are requested to wear their badge throughout the duration of the Meeting, so as to facilitate their identification and their contacts with other participants and members of the Secretariat.

III. Opening Ceremony

6. The official Opening Ceremony will take place on Monday, 14 May 2012, 09:00 a.m. at Shanghai International Convention Center. Participants are advised to take their seats by 8:30 a.m. at the latest. Official transport will be provided from the

Congress Hotels at 8:15 a.m. on 14th May. The shuttle buses will be available from Congress Hotels to the Convention Center. Kindly take note of the times for the arrangement of the shuttle buses.

- * Participants will be notified of any changes in the times.

IV. Working Sessions

7. All sessions of the Congress will take place at the Oriental Riverside Hotel. The working hours of the Congress will normally be held as follows:

Morning: 9:00. – 12:30
Afternoon: 14:00 – 18:30

V. Side Events

8. The official reception will be held at 18:30 – 19:30 on Sunday, 13 May.
9. The ribbon-cutting ceremony for the TVET Exhibition will be after the Opening Ceremony at Mandrin Hall on the ground floor on the morning of Monday, 14 May.
10. Participants are invited to attend a cultural event at Shanghai Oriental Art Center from 19:00 – 20:30 on Tuesday, 15 May.

VI. Working Languages

11. Simultaneous interpretation will be provided in English, French, Arabic, and Chinese for the plenary sessions. English, French and Chinese for the parallel sessions. English and French for the Drafting Group. No simultaneous interpretation will be provided for the roundtables and special sessions.

VII. Press and Media

12. A UNESCO information and press liaison will be functioning at the Congress venue. The usual facilities will be made available to representatives of press agencies and radio, television and photographic services to enable them to follow the Congress proceedings. Only accredited journalists will have access to the TVET Congress. All journalists must register on the Congress registration site.

VIII. Entry Formalities for China

13. Upon confirmation of participation in the Meeting, a letter of invitation from the Chinese authorities will be issued to the participants. All participants entering the People's Republic of China must be in possession of a valid passport and an entry visa. Participants are advised to make inquiries in their country of residence. Participants residing in a country where China does not have a resident Diplomatic Mission are advised to obtain entry visas from one of the neighboring Missions closest to their country of residence.
14. Alternatively, participants should contact:

Secretariat
Chinese National Commission for UNESCO
People's Republic of China
Tel: (86-10)6609 6883

(86-10)6609 6249
Fax: (86-10)6601 7912
Email : TVET3@moe.edu.cn

IX. Health Regulations

15. Participants are responsible for making their own health insurance arrangement for coverage of medical treatment during their staying in China.
16. Participants are advised to consult their travel agency, airline or national vaccination centre to obtain all necessary information.
17. Please consult your doctor before departure in order to obtain advice on the best preventive treatment in your case.

X. Reception upon Arrival and Departure

18. Participants will find a reception service at Shanghai Pudong International Airport and Shanghai Hongqiao Airport.
19. All participants are requested to inform the local organizers of their flight schedule by 5 May 2012 to ensure their pick up in good time. The pick-up service will start from 12 May afternoon to 24:00 of 13 May, Shuttle bus will be available every half hour.

Secretariat (Attn: ZHU Haiwen)
Mobile: 0086 18918502174

Email: ada@ieas.net.cn

NB. Pick up cannot be assured to those who have not confirmed their flight schedule in time. If this is the case, please take the taxi from the airport to the hotel. Taxis in Shanghai are generally reliable and have meters. A one-way ride to the hotel should cost around 150 Chinese Yuan (approx. US \$24) from Pudong and 100 Chinese Yuan (approx. US \$16) including airport highway toll fee. It will take around one hour, depending on the traffic conditions.

20. At Shanghai Hongqiao and Pudong International Airports participants will be received by protocol officers stationed there.
21. VIP participants will be received at the VIP Lounge.

XI. Transport

22. Transport will be provided for all activities of the TVET between Congress Centre and hotels.

XII. Customs Formalities

23. Please check with your travel agent or the local Chinese Embassy.

XIII. Currency

24. The currency in China is the Chinese Yuan (CNY), more commonly referred to as the Renminbi (RMB).
25. The exchange rate as of April 2012 is approx. 6.32 Yuan to a dollar (US\$). The exchange rate may vary slightly in the currency exchange market. Please note that the Chinese Yuan is a non-convertible currency.

XIV. Banks

26. Foreign currency and travellers' cheques can be changed into RMB at most banks in Shanghai as well as at the airport and the hotel. The office hours of most banks are from 9 a.m. to 5.30 p.m., Monday to Saturday.

Major credit cards are accepted at most hotels, department stores and restaurants.

XV. Climate and Clothing

27. The average temperature in Shanghai during the month of May varies between 25°C and 30°C.

XVI. Electricity

28. Electrical voltage/frequency in China is 220 Volts, 50 Hz

XVII. Hotels

29. The addresses, room rates and contact details of the hotel as the following:

Shanghai International Convention Center (Oriental Riverside Hotel)

2727 Riverside Ave., Pudon
Shanghai 200120
People's Republic of China
Tel. : (86)(21)5037 0000
E-mail : hotel@shicc.net
<http://www.shicc.net>

Four Points by Sheraton Shanghai, Pudong

2111 Pudong Nan Road Shanghai China
Shanghai 200127
People's Republic of China
Tel.: (86) (21)5039 99999;
Website:
<https://www.starwoodmeeting.com/StarGroupsWeb/booking/reservation?id=1203027215&key=D879B>

Shanghai Pudong Shangri-la Hotel

33 Fu Cheng Road,
Shanghai 200120
People's Republic of China
Tel: (86)(21) 6882 8888

Website: <http://www.shangrila.com/en/property/shanghai/pudongshangrila/reservationsnew/checkavailability>

Sheraton Shanghai Pudong Hotel & Residence

No.38 Pujian Road
Shanghai 200127
People's Republic of China
Tel: (86)(21)5089 9999
Website:

<https://www.starwoodmeeting.com/StarGroupsWeb/booking/reservation?id=1203027215&key=D879B>

All the self-funded participants are kindly requested to book the rooms via special track online, established specifically for the congress as “UNESCO Group” by the hotel.

Note: Special rates are for Congress participants only.

XVIII. Meals

30. Breakfast will be available at the hotel. The reception and lunches will be organized at the Conference; please show your badge or invitation at each to gain entry. Vegetarian and pork-free dishes will be provided if you indicate this dietary preference on the **Registration Form**.

XIX. Internet access

31. WIFI is available in the Conference Center for free. As for the hotels, please consult the front desk of the hotel for details.

XX. Local time

32. The local time is +6 GMT.