

**22<sup>nd</sup> MEETING OF THE  
UNAIDS PROGRAMME COORDINATING BOARD  
CHIANG MAI, THAILAND – 23-25 APRIL 2008**

**INFORMATION FOR PARTICIPANTS**

**Venue**

The twenty-second meeting of the Programme Coordinating Board (PCB) will be held in the Holiday Inn Hotel in Chiang Mai, Thailand.

Holiday Inn Chiangmai  
318/1 Chiangmai-Lamphun Road  
Wat Kate, Muang  
Chiangmai 50000  
Thailand

Tel: +66 5327 5300

Fax: +66 5327 5299

E-mail: [reservations.chiangmai@ihg.com](mailto:reservations.chiangmai@ihg.com)

[www.holidayinn.com/chiangmai](http://www.holidayinn.com/chiangmai) [www.chiangmai.holidayinn.com](http://www.chiangmai.holidayinn.com)

**Accommodation**

**1. Holiday Inn:** please see above for contact details. When making a reservation please quote the UNAIDS booking reference U18:

<b>Rates:</b>	Superior (single)	Baht 2,500
	Superior (twin/double)	Baht 2,700
	Deluxe corner	Baht 3,000
	Ping River Suite	Baht 5,200

All room rates are inclusive of breakfast, airport transfers, 10% service charge and 7% government tax.

**NOTE FOR UNAIDS-FUNDED DELEGATES:** reservations will be made for you at the Holiday Inn. Please do not call the hotel directly to arrange or change your reservations. Once your travel itinerary has been received changes can be made to your booking by contacting Melanie Johnston at [johnstonm@unaids.org](mailto:johnstonm@unaids.org) UNAIDS will cover the cost of your room and pay 50% of the UN per diem rate for each day of your stay related to the PCB meeting. You are welcome to stay longer at the hotel, based on availability, at your own expense.

## 2. Lotus Hotel – Pang Suan Kaew:

**Contact:** 21 Huay Kaew Road  
Chiangmai 50000  
Thailand

Tel: +66 5322 4333

Fax: +66 5322 4493

E-mail: [lotuspskhotel@hotmail.com](mailto:lotuspskhotel@hotmail.com) [pskhotel\\_bkk@hotmail.com](mailto:pskhotel_bkk@hotmail.com)

[www.lotuspskhotel.com](http://www.lotuspskhotel.com)

<b>Rates:</b>	Single superior	Baht 1,200
	Twin superior	Baht 1,400
	Single deluxe	Baht 1,600
	Twin deluxe	Baht 1,800
	Suite	Baht 3,500

All room rates are inclusive of breakfast. A shuttle bus will be provided between the Lotus Hotel and the Holiday Inn on meeting days. However, airport transfers to and from the Lotus Hotel are not included.

### **Travel to Chiang Mai**

The international airport in Bangkok is called Suvarnabhumi. Your international and domestic flights to/from Chiang Mai will arrive and depart at/from this airport. Those delegates who wish to stop over in Bangkok can take domestic flights to Chiang Mai from either Suvarnabhumi or Don Muang airports. There are a number of daily flights to Chiang Mai from both airports. Chiang Mai International Airport provides services for both domestic and international flights.

Those who have checked flights through to Chiang Mai, when the plane lands at Suvarnabhumi airport, should: walk through to the transfer area; get the onward boarding pass (if not received already) at the TG International transfer area; proceed to the immigration counters (at the transfer area) to clear immigration; and, to then walk to the domestic counters behind the immigration area. Your luggage will be available for collection at the international section of the Chiang Mai airport.

For those delegates who do not have tickets checked through to Chiang Mai: at Suvarnabhumi airport you will be required to clear immigration and to collect your luggage. After obtaining your bags walk out of the baggage claim area to the TG domestic check-in counters which are located on the 4<sup>th</sup> floor of the building.

### **Entry into Thailand**

Delegates will need to check their requirement for a Thailand visa. The requirement for visas is based on the nationality of the passport and UN staff intending to travel on the UN Laissez Passer may still require a visa on the basis of their nationality. Delegates living in a country that does not have a Thai Consular service should send a copy of their completed PCB registration to the following email address:

[paworn@health2.moph.go.th](mailto:paworn@health2.moph.go.th)

The Thai authorities will then issue a letter enabling delegates without visas to board their flights to Thailand where a visa may be obtained on arrival. The cost of such visas

is Baht 2,000 for single entry and Baht 5,000 for multiple entry. Travelers requiring a visa must have a valid passport with at least six months before the expiration date.

For more information please go to: <http://www.mfa.go.th/web/12.php>

**IMPORTANT NOTE:** April 13-15 is Thai New Year and the country (including the UN) will be on holiday. Requests for per diem payments to UNDP Bangkok must be received before 10 April. Delegates are advised to apply for visas well in advance of April.

### **Time**

The meeting will open at 08.30am on 23 April and is anticipated to close at approximately 6pm on 25 April.

### **Registration of participants/Information Desk**

A UNAIDS welcome desk will be open at the Holiday Inn from 09.00-17.00 on 21-25 April, where access badges and meeting documentation and information will be distributed to delegates. The desk will be situated on the mezzanine level of the hotel in the Mengrai II room.

### **Meeting Security**

All delegates must register for the meeting when they will be given security badges. The badges must be worn and visible at all times and access to the meeting rooms will be denied to anyone not wearing a badge.

### **Reception for participants**

A reception is planned to take place on 23 April from 6.30pm to 8.30pm at the Holiday Inn. All delegates will receive an invitation during registration. Transport will be available after the reception to take delegates back to the Lotus Hotel.

### **Transport to the Holiday Inn**

Shuttle buses will run from the Lotus Hotel to the Holiday Inn at 8am and 8.15am each morning and after the meeting each day including after the reception. Additional transport will be organized for members of the drafting group who are staying at the Lotus Hotel at the conclusion of the evening session on 24 April.

### **Documents**

All meeting documents will be available at the entrance to the meeting room. Documents will also be posted on the UNAIDS website in English and French as soon as they are available:

[www.unaids.org/en/AboutUNAIDS/Governance/PCBArchive/22nd\\_PCB\\_Meeting\\_April\\_2008.asp](http://www.unaids.org/en/AboutUNAIDS/Governance/PCBArchive/22nd_PCB_Meeting_April_2008.asp).

### **Catering**

Lunch will be provided for delegates on all three meeting days (23-25 April) at the Holiday Inn. A variety of restaurants are available locally and in both hotels.

### **Field Visits**

Field visits are being scheduled for April 22<sup>nd</sup>. Delegates should indicate on the registration form whether or not they wish to participate and their first, second and third choice of type of programme to be visited. Logistical arrangements will be available on

registration in Chiang Mai. A maximum of 120 places are available and will be offered on a first-come, first-served basis. Choices will be accommodated to the greatest extent possible but cannot be guaranteed.

### **Sickness or accident**

Participants are advised to ensure that they have adequate insurance coverage, either at their own expense or at the expense of their nominating organization. UNAIDS cannot accept responsibility or liability for such contingencies.

### **Currency regulations**

The unit of currency in Thailand is the Baht (THB).

Facilities for the exchange of foreign currencies are available at the banks and authorized money changers. Major credit cards are also widely accepted in the tourist centers.

The rate of exchange in February 2008 was:

1 Euro = 46.3 THB

1 US Dollar (USD) = 31.2 THB

### **Climate**

April is summer in Chiang Mai and temperatures are expected to be in the mid-40° Celsius with humidity around 90%. Most buildings are fully air-conditioned. Cotton clothes are best suited for the climate in Chiang Mai.

### **Language**

Thai is the official language but English is widely spoken throughout Thailand.

### **Local time**

Local time in Thailand is Greenwich Mean Time (GMT) +7 hours.

### **Electric current**

The voltage of electrical current in Thailand is 220 volts – AC 50 HZ.

**For further information please go to:** <http://www.mfa.go.th/web/2634.php>