



WMO-IOC Workshop on the GTS for effective Exchange of Tsunami Warnings, related Information and other Warnings in the Indian Ocean
(sponsored by NOAA-NWS)
18-20 December 2007, Bangkok, Thailand

Information Note for Participants

Date and Place

The Workshop on the GTS for effective Exchange of Tsunami Warnings, related Information and other Warnings in the Indian Ocean (sponsored by NOAA-NWS and organized by WMO) will be held at Novotel Accor Bangna Hotel, Bangkok, Thailand, from 18 to 20 December 2007, and will be conducted in English only.

Visa/Entry Requirement

Visitors entering the Kingdom of Thailand are generally required to have a valid passport and visa. All participants are recommended to contact the nearest Royal Thai Embassy/Consulate of Representative of Thailand in their respective countries and/or obtain information from <http://www.mfa.or.th> for visa requirements. ASEAN Member countries may not need an entry visa to Thailand. As there is no Royal Thai Embassy in Maldives, Mauritius, Mozambique, Seychelles and Tanzania, participants from these countries should kindly note the following information:

1. Participants from Maldives and Mauritius can apply for visa upon arrival at Suvarnabhumi International Airport, Bangkok;
2. Participants from Tanzania and Seychelles have to apply for visa at the Royal Thai Embassy in Nairobi, Kenya which is the nearest embassy to their respective countries;
3. Participant from Mozambique can apply for visa at the Royal Thai Consulate in his/her country.

Registration of Participants

Registration of participants will start on Tuesday, 18 December 2007 from 08h00 in front of the meeting room, Chalalai-Chalothon Room, first floor, Novotel Accor Bangna Hotel. Participants will receive identification cards at the time of registration.

Opening/Closure

The Workshop's Opening Ceremony will be held on Tuesday, 18 December 2007 at **09h30** at Chalalai-Chalothon Room, first floor, Novotel Accor Bangna Hotel, and the Closing Ceremony will be held at the same venue, on Thursday, 20 December 2007 from **15h00**

Social events

Thai Meteorological Department will host a party dinner for all participants. Place and date of the event will be decided and participants further informed. Excursion will also be arranged (if time available). All participants are invited to participate in the events.

Documents for the training workshop

It is planned that most of the documents will be posted on the WMO Web site prior to the meeting under:

http://www.wmo.int/pages/prog/www/ISS/Meetings/Wkshop-GTS-TWI-IO_Bangkok

Participants may also receive documents in electronic form by e-mail, upon specific request. Any late documents will be made available at the time of the meeting.

Documentation for the Workshop will be comprised of presentations (PowerPoint or similar) and reference documents. All documentation will be collected on a CD that will be mailed to participants after the Workshop.

Coffee Break and Lunches

Morning and afternoon coffee/tea as well as lunch during the Workshop's sessions are provided free of charge by the support of NOAA-NWS.

Internet

The hotel can provide internet service, wired access, in individual accommodation rooms, upon request, at THB 502 /account/24 hours. A few PCs with Internet connection, wireless access, will also be available at the meeting room during the sessions.

Accommodation

All participants are requested to stay at the **Novotel Accor Bangna Hotel** which is also the venue of the training workshop. Accommodation rooms, at the agreed special rates of THB 2,500 (a single room/night) or THB 2,750 (a twin room/night), inclusive of breakfast, 7%VAT, 10% service charge and round trip limousine services from/to airport-hotel, have been arranged for all participants. The hotel has offered the special government rates only for this workshop, including free transportation, with a condition of minimum guaranteed 4 nights stay; therefore, participants are requested to stay at the hotel at least 4 nights and pay his/her hotel room upon check out. (room rate will be automatically increased with additional charge of THB 300.-net per room per night, if guest stays less than 4 nights).

Reservation for accommodation

Reservation for accommodation has to be made by 28 November 2007. Credit card number is required at the time of booking in order to guarantee the reservation. All participants are requested to fill in Hotel Reservation Form and send it to Thai Meteorological Department via the following fax number or e-mail addresses:

Ms. Phanumat Lewcharoenthrap
Fax: + 662 398 9875
E-mail: tmd_inter@tmd.go.th,
tmd_inter@hotmail.com

Cancellation for Accommodation

There is no penalty if cancellation is made to the Hotel's Reservation Department by phone (Tel: + 662 366 0505), facsimile (Fax: + 662 366 0501-2) or e-mail (ados@novotelbangnabangkok.com) at least seven days (local Thai time working day) in advance. If cancellation is made after period mentioned above, the hotel will charge 1 night room rate.

Transportation between Airport and Hotel

All participants will be met on arrival at the airport. Free round trip transportation between airport and hotel will be provided by the Novotel Accor Bangna Hotel (Mercedes Benz limousine service). All participants are requested to carefully check their arrival and departure schedules and send their flights details to Thai Meteorological Department by 28 November 2007 via the following fax number or e-mail addresses:

Ms. Phanumat Lewcharoenthrap

Fax: + 662 398 9875
E-mail: tmd_inter@tmd.go.th,
tmd_inter@hotmail.com

Currency

Thai currency is the Baht (THB). Information on the day-to-day exchange rates can be found at <http://www.bot.or.th> (USD1 @ THB 34.50). Foreign currency can be exchanged at the Bangkok International Airport upon arrival and in other banks located in Bangkok. Hotels and stores also accept major currencies at reasonable rates of exchange.

Contact Details for the Venue

As the accommodation and the workshop venue will be arranged at Novotel Accor Bangna Hotel during the workshop, participants can be reached via the Hotel's telephone and fax numbers at:

Novotel Accor Bangna Hotel
Srinakarin Road, Nongbon, Prawet Bangkok 10250, Thailand
Tel: + 662 366 0505
Fax: + 662 366 0506, 366 0501-2
E-mail: ados@novotelbangnabangkok.com

Contact persons for the Workshop

WMO: Mr. Jean-Michel Rainer
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World Meteorological Organization
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TMD: Mr. Kumpol Luengpetngam
Director, Meteorological Telecommunication and Information Division,
Thai Meteorological Department
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Ms. Phanumat Lewcharoenthrap
International Relations Officer
Thai Meteorological Department
Tel and Fax: + 662 398 9875
E-mail: tmd_inter@tmd.go.th, tmd_inter@hotmail.com

Local Weather and Clothing

Information on the climate of Thailand for December is given below:

Mean temperature	25°C
Mean Minimum temperature	20°C
Mean Maximum temperature	31°C
Mean Humidity	70 %

Casual and light attire will be appropriate while warmer clothing for air-conditioned premises is suggested.
