

General Information on
APT Training Course on Preparing for International Conference 2023
(Funded by Extra Budgetary Contribution of Japan)

1. **Title of Training Course:** APT Training Course on Preparing for International Conference 2023 (TCPIC-2023)
2. **Organization (hosted by):** Asia-Pacific Telecommunity (APT)
3. **Duration:** 7-10 March 2023
4. **Place:** Swissôtel Bangkok Ratchada
5. **Venue:**

Swissôtel Bangkok Ratchada

Address: 204 Ratchadapisek Road,
Huay Kwang, Bangkok 10320,
Thailand

Tel: Tel: +66 2 694 2222

URL: <https://www.swissotelbangkok.com/>

6. Hotel Accommodation:

Swissôtel Bangkok Ratchada is recommended for all participants to stay during the training. Please make your hotel reservation in order to be eligible for the special rates given below at the earliest possible date or not later than **10 February 2023**. Please send the Hotel Reservation form to the Swissôtel Bangkok Ratchada; e-mail address: Reservations.Bangkok@swissotel.com and chayada.t@swissotel.com.

Hotel reservation form



Reservation Form for
APT_TCPIC-2023.doc

Room Type	Room Rate
Swiss Premier Room (Single)	THB 2,700
Swiss Premier Room (Double/Twin)	THB 3,000
Swiss Advantage (Single)	THB 3,000
Swiss Advantage (Double/Twin)	THB 3,300
Swiss Executive (Single)	THB 4,500
Swiss Executive (Double/Twin)	THB 4,800

**** Room rates are inclusive of breakfast 06.30am-10.30am., Complimentary Wi-Fi throughout the hotel area and in room., 10% service charge and 7% VAT**

The above-mentioned types of room are available on a first come first served basis. Participants are recommended to make early reservations in order to get the rooms of their choice. The hotel cancellation policy is as follows:

- 100% of the reservation must be paid upon arrival. If the reservation is not cancelled 72 hours before arrival, the first night will be charged. If the reservation is cancelled less than 24 hours before arrival, the total amount will be charged.
- In case of No Show, the hotel will charge the full amount of your reservation to your credit card.
- Advance reservation is required. Last minute booking will be subjected to room availability.

Check in at 14:00 hours; check out before 12:00 hours.

All bookings must be secured by a major credit card.

Due to the limited availability of rooms, APT Secretariat may not be able to guarantee hotel reservation and special rates after 10 February 2023.

7. Transportation from the Airport to Hotel:

Participants are requested to use public transportation facilities of the Suvarnabhumi International Airport, Thailand. For more information, please visit website: <http://www.bangkokairportonline.com/>.

For your general information, the following transportations are available from Suvarnabhumi International Airport to the Hotel:

- Public Meter Taxi is located on 1st floor of the Arrival Hall, entrance 4 and 7. Fare shown on meter, plus THB 50 surcharge for boarding at the airport.
- Airport Limousine Service, the limousine service to various destinations in the city, is located at the arrival floor of the airport.
- Hotel Limousine (HOTEL/Suvarnabhumi Airport/HOTEL - One Way):
 - Toyota Camry THB 1,700 net per car per way (max 3 persons)
 - Benz E-Class THB 2,800 net per car per way (max 3 persons)
 - Toyota van commuter THB 2,300 net per van per way (max 7 persons)

It takes about 50 minutes by car from Suvarnabhumi International Airport to the hotel via express way.

8. Visa and Immigration Information:

Thailand's visa requirements may vary for the citizens of different countries. Please check the visa requirements with a Royal Thai Embassy or a Royal Thai Consulate-General in your respective country in advance. Kindly visit

<https://consular.mfa.go.th/th/page/cate-7393-general-information?menu=5d68c88d15e39c160c00827e> for more details.

If you require a visa supporting letter from the APT, please contact aptadmin@apt.int.

9. Conditions for traveling to Thailand (as of 10 January 2023)

Please refer to Attachment:

Attachment 1: Conditions for traveling to Thailand as of 10 January 2023

Please check with a Royal Thai Embassy or Royal Thai Consulate General in your country for updated information on the requirements for travelling to Thailand at the time of making your travel arrangements.

10. Insurance:

APT will not be able to bear any cost of medical or travel insurance for the participant including any measures for Covid-19 such as quarantine, PCR test, etc. APT requests Administrations/Organizations to kindly make necessary arrangements for medical, travel insurance and others covering the whole period of the event and overseas travel for the participant.

11. Computer and Network Connection:

APT encourages all participants to bring their own laptops for paperless and electronic working during the Training Course. Internet access over wireless network will be available during the Training Course at the hotel.

12. Others:

Bangkok¹: There are a great variety of tourist places in Bangkok, mostly historical attractions and temples with elaborate architecture and art. Famous temples are Wat Phra Kaew, Wat Pho, Wat Arun, Wat Phu Khao Thong, Wat Ratchanadda, Wat Traimit, Wat Benchamabophit, Wat Bowon, and Wat Sutat.

There are also palaces, museums, parks, and a big array of shopping places, from luxury malls to flea and street markets like Chatuchak Weekend Market, Sampeng Market, and Pahurat Textile Market. Bangkok nightlife is another highlight that has attracted many of tourists from all over the world.

¹ Source: Tourism Authority of Thailand

Bangkok is also surrounded by many interesting provinces worth visiting.

- **North** - borders Nonthaburi and Pathum Thani Provinces, with tourist attractions like Koh Kret and Lotus Museum.
- **East** - is next to Chachoengsao, a small province which is full of interesting places and activities. Tourists can pay homage to Luang Pho Sothon Buddha Image at Wat Sothon Wararam Worawihan, watch flying foxes or fruit bats at Wat Pho, see the golden church at Wat Paknam Jolo, and pray to the giant reclining Ganesh statue at Wat Saman Rattanaram. There are also old markets for you to visit and shop such as Ban Mai Market, Nakhon Nuang Khet Market, and Khlong Suan Market.
- **South** - borders Samut Prakan Province and the Gulf of Thailand, with tourist attractions like Bang Pu, Ancient City, and Samut Prakan Crocodile Farm and Zoo.
- **West** - is next to Samut Sakhon and Nakhon Pathom Provinces. Tourist attractions include Don Kai Dee Benjarong Village, Phra Pathom Chedi, Sanam Chandra Palace, Don Wai Floating Market, Sampran Riverside, and Thai Human Imagery Museum.

Weather: Average temperature in March is between 30 and 35 degree Celsius.

Time Zone: GMT + 7 hours.

Banks & Currency: The unit of Thai currency is Thai Baht (THB). The UN exchange rate as of January 2023 is THB 33.34 to USD 1.

Electricity: Supply voltage is 220V, 50Hz. A standard grounded Thai outlet supports European 2-pin plugs and earthed and unearthed American plugs (see picture). Please bring the right adapter for your equipment.



13. Contact Information:

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14. MAP OF THE HOTEL

For map of Swissôtel Bangkok Ratchada: please click [see the map](#) inside this below link:

<https://www.swissotelbangkok.com/>

Hotel name in Thai language to be shown to taxi driver:

“โรงแรมสวิสโฮเต็ล กรุงเทพ รัชดา”

Note: Many taxi drivers do not have a clear understanding of English. Therefore, please collect the hotel card and show to the taxi driver on your return to the hotel.



กรมควบคุมโรค
Department of Disease Control

Public Health Measures for Foreign Travelers Entering Thailand

(10th January 2023)

1. Proof of vaccination is NO longer required.
2. Travelers from the listed countries requiring negative RT-PCR test results before departure from Thailand should have health insurance covering at least 10,000 USD for COVID-19 treatment that covers the duration of stay in Thailand plus 7 additional days.
 - Those with business arrangements, including flight crews and students, may have an official letter from the host or other form of insurance to cover such need.
 - The quarantine officer will randomly check the proof of insurance of travelers from the listed countries. If that traveler does not have proof of insurance, the traveler will have to purchase health insurance before immigration.
3. Holders of Thai passports and transit/transfer passengers are exempted from the health insurance checks.
4. The airlines must adhere to related regulation and comply with the guidance as appropriate such as asking passengers to wear mask at all times except during meals or emergency situations.
5. Any passenger having symptoms of COVID-19 on arrival shall be recommended to get a COVID-19 test at arrival.

If you have any questions, please contact the **DDC Hotline 1422** or visit <https://ddc.moph.go.th/index.php> for more information.

List of countries that require all travelers showing negative RT-PCR test results before departure from Thailand

(10th January 2023)

1. China Mainland
2. India

Division of International Disease Control Ports and Quarantine (DIPQ)