

As of 1 April 2011



ADMINISTRATIVE INFORMATION

Asia - Europe Meeting (ASEM) High - Level Conference on Food Security

**Chiang Mai, Thailand
9 - 11 May 2011**

BACKGROUND

The Helsinki Declaration made at the 6th Asia-Europe Meeting (ASEM 6) requested ASEM members to take on the role of Issue-based Leadership to drive projects and initiatives in a certain policy area with a view to producing tangible benefits for all ASEM members. In doing so, Thailand as one of the most important food-supplying countries of the world and the Ministry of Agriculture and Cooperatives (MOAC) as Thailand's core agency for this issue, volunteered to be the leader on food security at ASEM 7 in Beijing in October 2008. To achieve the commitment, during the 8th Asia-Europe Meeting (ASEM 8) in Brussels, Thailand announced to host the ASEM Conference on Food Security. The forum aims to motivate members to initiate cooperation through knowledge exchange and transfer technology.

DATE AND VENUE

Asia - Europe Meeting (ASEM) High - Level Conference on Food Security will be held in Chiang Mai, Thailand, on **May 9 - 11, 2011**. The venue of this forum will be:

Shangri-La hotel Chiang Mai
89/8 Changklan Rd., Muang Chiang Mai, Thailand 50100
Phone: +66 53 253 888
Fax: +66 53 253 800
Email: sirichan.kongnonthachai@shangri-la.com

CONFERENCE FACILITIES AND REGISTRATION

SITE OFFICE OF THE SECRETARIAT

On-site Asia - Europe Meeting (ASEM) High - level Conference on Food Security Secretariat will be operated from 8 - 11 May 2011.

COMMON DELEGATION ROOM

A common delegation room equipped with computers and internet access will be operated from 9 May 2011 through 10 May 2011, open from 08.00 am to 07.30 pm local time. The common delegation room will also include printer and photocopier for common use.

WORKING LANGUAGE

The working language of the meeting will be English.

REGISTRATION

All delegates are kindly requested to submit the completed registration form (attached as **Annex A**) **by April 15, 2011**.

COUNTRY STATEMENT/PAPER

ASEM members are kindly requested to submit their country statements/papers **no later than April 25, 2011**.

VISA ARRANGEMENTS AND ENTRY FORMALITIES REQUIREMENTS

Participants should ensure that they have valid passports and other necessary travel documents. Participants are advised to contact the Royal

Thai Embassies in their respective countries to check the visa requirements for entering Thailand.

Any costs for visa application and airport tax should be shouldered by the concerned participants.

HOSPITALITIES

Participants are expected to bear the costs of international airfares and accommodation in Thailand. The host will cover (1) the organization, administrative, and field trip costs of the Conference and (2) the participation cost (economy air tickets and accommodation - a maximum of 4 (four) nights stay (8 - 11 May 2011) at Shangri-La hotel Chiang Mai) of guest speakers and each presenter from Cambodia, Lao PDR, Myanmar, Viet Nam, Philippines and Indonesia. Any other additional charges, such as IDD calls, incidentals such as meals, beverages, laundry, room services will not be covered by the host.

HOTEL ACCOMMODATION

For convenience, Shangri-La hotel Chiang Mai recommended for delegates. Alternatively, delegates may make individual reservations at a hotel of their own choice.

Front view of Shangri-La hotel Chiang Mai



Guest Room Category	Room Rate/Night (THB)
Deluxe Room	Single: 2,500 Double: 3,000
Premier Room	Single: 3,500 Double: 4,000

View of Deluxe Room



View of Premier Room



HOTEL PAYMENT

Before departure, delegates are required to settle directly to the hotel all outstanding hotel bills, including additional room charges and other expenses attached to the room they stay in, telephone calls, mini bar, room service and other incidental charges.

ALTERNATIVE ACCOMODATION

Delegates may also choose hotels within the vicinity of the conference venue. The following is list of hotels located nearby:

Hotel	Address	Room Rate/Night (THB)
The Empress	199/42 Chang Klan Road, Chiang Mai, 50100 Tel: + (66-53) 270 240 Fax: + (66-53) 272 467 Email: rsvn@empresshotels.com http://www.empresshotels.com	Superior: 2,152 Deluxe: 2,478 Suite: 5,868 (including breakfast)
Royal Princess	112 Chang Klan Road, Chiang Mai 50100 Tel: +66 (0) 5325 3900 Fax: +66 (0) 5328 1044 http://www.dusit.com/dusit-princess/princess-chiang-mai	Superior: 1,500 Deluxe: 1,900 Excusive Plus: 2,500 Junior Suit: 4,200 Suite: 8,200 (including breakfast)
Chiang Mai Plaza	92 Sridonchai Rd., Chiang Mai, 50100 Tel: 66 5390 3161-80 Fax: 66 5327 9457 http://www.cnxplaza.com	Superior: 1,400 / 1 person Superior: 1,600 / 2 persons Deluxe: 1,600 / 1 person Deluxe: 1,800 / 2 persons Junior Suite: 12,000 (including breakfast)

TRANSPORTATION

Transportation between Chiang Mai Airport and Hotels will be arranged/provided for all delegates on arrival and departure.

GENERAL INFORMATION ABOUT CHIANG MAI

Chiang Mai, a city surrounded by a ring of mountains, has weathered seven hundred years of fascinating history. Chiang Mai has its own very distinctive culture, arts, festivals, and traditions as well as an exciting mix of local, ethnic

as well as expatriate communities from all over the world. It has been voted one of the top destinations to live in Asia and is a modern and cosmopolitan city, while not having lost its traditional old charm

LOCAL TIME

Time in Thailand is seven hours ahead of Greenwich Mean Time (GMT+7).

BUSINESS HOURS (MONDAY TO FRIDAY)

Government sector: 8.30 to 16.30 hrs.

Bank: 8.30 to 15.30 hrs.

Public agency: 8.30 to 16.30 hrs.

Shopping centres: 10.00 to 21.00 hrs.

CLIMATE AND WEATHER

The average temperature in Chiang Mai during early March to end of May is 29.9°C and is cooler at night.

LANGUAGE

The national and official language is Thai while English is widely spoken and understood in major cities and in business circles.

ELECTRICITY AND WATER

220 volts 50 cycles throughout the country.

Tap water is not potable. Most hotels provide bottled water.

CURRENCY AND BANKING

The Baht is the standard currency unit.

1 Baht = 100 satangs

Bank notes: 10, 20, 50, 100, 500, 1,000 Baht

Coins: 1, 5 and 10 Baht

1 USD = approx. 30.44 Baht

MAKING PHONE CALL

Area phone code is (+66 2 - XXXXXXX)

Please consult the phone directory at your hotel to make an international call from the hotel.

SECURITY

All necessary measures will be taken to ensure the safety of all delegates. Delegates are requested to wear their identification badges at all times to gain admittance to the meeting venues, meals and other functions and might be requested to pass through a security gate.

USEFUL NUMBERS

Emergency Numbers

City Police Force	199
Mobile Police	191
Ambulance Police	199
Fire Brigade	199, 053-222852
Tourist Police	1699, 053-248130
Main Police Station	053-276040
Rescue Foundation	053-218888

Government Offices

Customs Office	053-277692
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Immigration 053-277510

TAT (Tourist Authority of Thailand) 053-248604

Hospitals

Central Memorial 053-277090-3

Changpuek 053-220022

Chiang Mai Ram 053-224861

Global Doctor 053-217762-3

Lanna 053-357234-53

Maharaj (Suandok) 053-221122, 053-222082

Mc.Cormik 053-241311

Rajchawet 053-802394

Ruampath 053-273576-7

CONTACTS

Ministry of Foreign Affairs

Ms. Chaksuda Chakkaphak

Department of European Affairs

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Annex A



ATTENDANCE FORM

**Asia - Europe Meeting (ASEM) High - Level Conference on Food Security
Shangri-La Hotel, Chiang Mai, Thailand
9 - 11 May 2011**

Registration Preview

Country Origin		
Family Name	(Mr./Mrs./Ms.)	
Given Name		
Title		
Institution		
Status	Head of Delegation <input type="checkbox"/>	Member <input type="checkbox"/>
Contact Information	Tel:	Fax:
	Email:	
Passport No.		Place / DOB
Flight Itinerary	Arrival	
	Departure	
Dietary Requirement	Vegetarian <input type="checkbox"/>	Halal <input type="checkbox"/>
	Others (<i>Please specify</i>)	
Field Trip (May 11, 2011) <input type="checkbox"/> Route 1: Huai Hong Khrai Trip <input type="checkbox"/> Route 2: Royal Project Trip <input type="checkbox"/> Route 3: Queen Sirikit Botanic Garden Trip Hotel Reservation <u>Shangri-La Hotel</u> Check in Date: _____ Check out Date: _____ (please tick one box only) <input type="checkbox"/> Deluxe Room (Single) THB 2,500 <input type="checkbox"/> Deluxe Room (Double) THB 3,000 <input type="checkbox"/> Premier Room (Single) THB 3,500 <input type="checkbox"/> Premier Room (Double) THB 4,000		

Alternative Hotel

The Empress Hotel

Check in Date: _____

Check out Date: _____

(please tick one box only)

- Superior Room THB 2,152 / 2 persons
- Deluxe Room THB 2,478 / 2 persons
- Suite THB 5,868

Royal Princess Hotel

Check in Date: _____

Check out Date: _____

(please tick one box only)

- Superior Room THB 1,500
- Deluxe Room THB 1,900
- Excusive Plus THB 2,500
- Junior Suite THB 4,200
- Suite THB 8,200

Chiang Mai Plaza Hotel

Check in Date: _____

Check out Date: _____

(please tick one box only)

- Superior Room THB 1,400 / 1 person, 1,600 / 2 persons
- Deluxe Room THB 1,600 / 1 person, 1,800 / 2 persons
- Junior Suite THB 12,000

• Kindly return the completed form by fax to (66 2) 579 5832 or email to uthaiwanlek@gmail.com or mesarat@oae.go.th **NO LATER than April 15, 2011.**

• Kindly submit country statements/ papers to secretariat via uthaiwanlek@gmail.com or mesarat@oae.go.th **NO LATER than April 25, 2011.**

• Kindly specify the version of PowerPoint and Word programme of your document.