



UNECE



Information for participants of the 28th UN/CEFACT Forum

General

The [United Nations Centre for Trade Facilitation and E-business \(UN/CEFACT\)](#) will hold the [28th UN/CEFACT Forum](#) at the United Nations Conference Centre (UNCC) in Bangkok, Thailand from 26 to 30 September 2016.

This Forum is co-organized and hosted by the [United Nations Economic and Social Commission for Asia and the Pacific \(ESCAP\)](#) and the [Electronic Transactions Development Agency of Thailand \(ETDA\)](#).

Priorities at the Forum are:

- Advancing current projects and domain activities
- Ongoing maintenance tasks (such as UN/EDIFACT Data Maintenance Requests)
- Formulating and approving a series of new projects to be conducted within the framework of the approved programme of work
- Continuing liaison and cooperation activities with external organizations (governmental as well as industry and standards consortia)
- Advancing UN/CEFACT's current and forthcoming technical framework

Forum sessions are held bi-annually in different locations throughout the world. Information on previous Forums is available at: <http://www.unece.org/index.php?id=3145>.

Registration and identification badges

All participants are required to register and obtain meeting badges with photo at the registration counter located on the ground floor of the UNCC from 07:45 to 09:30 on 26 September 2016. Participants who are not able to register during this time are requested to do so upon their arrival at UNCC before going to the meeting room.

For identification and security reasons, all participants are requested to wear their meeting badges at all times while in the United Nations complex and during meetings and social functions. The loss of a badge should be communicated to the Conference Management Unit, which is located on the ground floor of UNCC behind the registration counter, so that a new one can be issued immediately.

Visa Requirements

Participants are REQUIRED to obtain an appropriate entry visa from the Royal Thai Embassy or the Royal Thai Consulate-General before entering to Thailand, EXCEPT for those nationals listed below.

| List of countries and territories entitled for visa exemption and visa on arrival | | |
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| Ordinary passport | | |
| A. Visa exemption for a maximum of 14 days | | |
| 1. Cambodia | 2. Myanmar (International Airports only) | |
| B. Visa exemption for a maximum of 30 days | | |
| 1. Australia | 18. Ireland | 35. Poland |
| 2. Austria | 19. Israel | 36. Portugal |
| 3. Bahrain | 20. Italy | 37. Qatar |
| 4. Belgium | 21. Japan | 38. Russian Federation |
| 5. Brunei Darussalam | 22. Kuwait | 39. Singapore |
| 6. Canada | 23. Liechtenstein | 40. Slovak Republic |
| 7. Czech Republic | 24. Lao People's Democratic Republic | 41. Slovenia |
| 8. Denmark | 25. Luxembourg | 42. South Africa |
| 9. Estonia | 26. Macao, China | 43. Spain |
| 10. Finland | 27. Malaysia | 44. Sweden |
| 11. France | 28. Monaco | 45. Switzerland |
| 12. Germany | 29. Mongolia | 46. Turkey |
| 13. Greece | 30. Netherlands | 47. United Arab Emirates |
| 14. Hong Kong, China | 31. New Zealand | 48. United Kingdom of Great Britain and Northern Ireland |
| 15. Hungary | 32. Norway | 49. United States of America |
| 16. Iceland | 33. Oman | 50. Vietnam |
| 17. Indonesia | 34. Philippines | |
| C. Visa exemption for a maximum of 90 days | | |
| 1. Argentina | 3. Chile | 5. Peru |
| 2. Brazil | 4. Republic of Korea | |
| Diplomatic / Official Passport | | |
| A. Visa exemption for a maximum of 30 days | | |
| 1. Cambodia | 8. Macao, China | |
| 2. Brunei Darussalam | 9. Mongolia | |
| 3. China | 10. Myanmar | |
| 4. Ecuador | 11. Oman | |
| 5. Hong Kong, China | 12. Pakistan (Diplomatic Passport only) | |
| 6. Indonesia | 13. Singapore | |
| 7. Lao People's Democratic Republic | 14. Vietnam | |
| B. Visa exemption for a maximum of 90 days | | |

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|---|---------------------------------------|---|
| 1. Albania | 16. India | 31. Poland |
| 2. Argentina | 17. Israel | 32. Romania |
| 3. Austria | 18. Italy | 33. Russian Federation |
| 4. Belgium | 19. Japan | 34. Slovak Republic |
| 5. Bhutan | 20. Republic of Korea | 35. South Africa |
| 6. Brazil | 21. Liechtenstein | 36. Spain (Diplomatic Passport only) |
| 7. Chile | 22. Luxembourg | 37. Sri Lanka |
| 8. Colombia | 23. Malaysia | 38. Switzerland |
| 9. Costa Rica | 24. Mexico | 39. Tajikistan |
| 10. Croatia | 25. Montenegro (as of 31 Oct 2015) | 40. Tunisia |
| 11. Czech Republic | 26. Nepal | 41. Turkey |
| 12. Estonia (Diplomatic Passport only) | 27. Netherlands | 42. Ukraine |
| 13. France (Diplomatic Passport only) | 28. Panama | 43. Uruguay |
| 14. Germany | 29. Peru | |
| 15. Hungary | 30. Philippines | |
| Visa on arrival (for a maximum of 15 days) | | |
| 1. Andorra | 11. Maldives | |
| 2. Bulgaria | 12. Malta | |
| 3. Bhutan | 13. Mauritius | |
| 4. China | 14. Romania | |
| 5. Cyprus | 15. San Marino | |
| 6. Ethiopia | 16. Saudi Arabia | |
| 7. India | 17. Taiwan | |
| 8. Kazakhstan | 18. Ukraine | |
| 9. Latvia | 19. Uzbekistan | |
| 10. Lithuania | | |

*Updated as of 26 October 2015 by the
Department of Consular Affairs,
Ministry of Foreign Affairs of Thailand*

Participants holding UN Laissez-Passer (UNLP) travelling on official business to Thailand are REQUIRED to obtain appropriate visa before entering.

To apply for an appropriate entry visa to Thailand, participants are required to contact the respective Royal Thai Embassy/Consulate-General for accurate information regarding to their visa application procedures and required documents. The list of Royal Thai Embassy/Consulate-General can be found at www.thaiembassy.org

Participants who may wish to apply for visa application outside of their country of residence or reside in a country where there is no Royal Thai Embassy/Royal Thai Consulate should check the location where it is possible for them to apply for Thai visa. Please note that certain nationality, for security reasons, is not allowed to apply for visa where else except at the Royal Thai Embassy/Consulate-General which is holding the jurisdiction over the territory. For more information, please consult the UNECE secretariat.

Participants who may need further assistance from UNECES for their visa application should contact the secretariat as soon as possible.

Participants who wish to apply for visa on arrival at Suvarnabhumi International Airport should follow the below requirements:

- (a) The applicant must possess a passport with the validity of at least six months and must be in possession of a valid return ticket with date of departure within 15 days of the date of entry;
- (b) The applicant must fill out an application form, which is available at the Visa-on-Arrival counter at Suvarnabhumi International Airport, supply one recent passport-sized photograph and a fee of Baht 1,000.

NOTE: The information provided above is accurate as of December 2015.

All participants are advised to consult with the Royal Thai Embassy/Consulate in their respective countries regarding the latest applicable immigration requirements prior to their departure to Thailand.

Weather

The weather in Bangkok is usually warm and humid. Light tropical clothing would be appropriate. The conference rooms where the meetings are to be held are air-conditioned and the temperature is maintained in the range of 23-24 degrees Celsius (73-75 degrees Fahrenheit).

Health and vaccination

Upon arrival at the port of entry in Thailand, participants who are nationals of or have travelled from/through countries listed below, which have been declared Yellow Fever infected areas must provide an International Health Certificate proving that they have received a valid Yellow Fever vaccination at the Health Control Office upon arrival before proceeding to immigration. A valid vaccination certificate means that the vaccine was administered at least 10 days prior to travel to the affected country. The International Health Certificate must also be submitted together with the visa application form.

The countries/areas listed below have been declared yellow fever infected areas:

- | | |
|-----------------------------|----------------|
| 1. Angola | 24. Guyana |
| 2. Argentina | 25. Kenya |
| 3. Bolivia | 26. Liberia |
| 4. Brazil | 27. Mali |
| 5. Benin | 28. Mauritania |
| 6. Burkina Faso | 29. Niger |
| 7. Burundi | 30. Nigeria |
| 8. Cameroon | 31. Panama |
| 9. Central African Republic | 32. Paraguay |
| 10. Chad | 33. Peru |
| 11. Colombia | 34. Rwanda |

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|----------------------------------|-------------------------|
| 12. Republic of Congo | 35. Sao Tome & Principe |
| 13. Cote d'Ivoire | 36. Senegal |
| 14. Democratic Republic of Congo | 37. Sierra Leone |
| 15. Ecuador | 38. Somalia |
| 16. Equatorial Guinea | 39. Sudan |
| 17. Ethiopia | 40. Suriname |
| 18. French Guiana | 41. Tanzania |
| 19. Gabon | 42. Togo |
| 20. Gambia | 43. Trinidad & Tobago |
| 21. Ghana | 44. Uganda |
| 22. Guinea | 45. Venezuela |
| 23. Guinea-Bissau | |

In view of the current outbreak of Ebola in some West African countries, the Government of the Kingdom of Thailand also requires all individuals who have stayed in or visited Guinea, Liberia, and Sierra Leone within the past three weeks (21 days) to identify themselves at the Health Control Office at Suvarnabhumi International Airport BEFORE proceeding to immigration.

Travelers from Ebola and Yellow Fever affected countries are both required to complete a health declaration form before an immigration check. Those who fail to follow this protocol may be denied entry to Thailand (as per the Communicable Disease Act B.E.2523 and Immigration Act B.E. 2522).

First-aid and emergency medical service is available at the Medical Centre, which is located on the ground floor of the UNCC, during weekdays. The ESCAP Medical Officer and Nurse are available from 07:30 to 15:45, with the exception of lunch time from 12:00 to 12:45. Appointments may be made through extensions 1352 or 1761.

The United Nations buildings are smoke-free areas. Smoking is permitted only in the designated areas outside the building.

Foreign currency declaration

Any person who brings into or takes out of Thailand an aggregate amount of foreign currency exceeding US\$ 20,000 or its equivalent shall declare the amount to a customs official. Failure to make such a declaration or making any false declaration to a customs official is a criminal offence.

Currency exchange facilities are available at hotels and all over Bangkok. Such services are also available at the Siam Commercial Bank, United Nations Branch, which is located on the first floor of the Service Building (extensions 2168). The branch is open from 08:30 to 15:30, Monday to Friday.

Airline reservations

Many international airlines operate regular services to and from Bangkok. Participants are advised to secure their return bookings prior to their departure for Bangkok. If this is not

possible, they should make firm return bookings immediately upon arrival in Bangkok. Travel services are available (08:00 to 16:30 on weekdays) through the American Express Travel office located on the fourth floor of the Service Building. The office can be contacted on extensions 2820, 2821, 2822, 2823 and 2824.

Hotel recommendations

The list of hotels located relatively close to ESCAP and offering UN room rates is available on the [Forum website](#) (“Logistics” tab).

Transport from and to the airport

Participants should make their own transportation arrangements from Suvarnabhumi Airport to their respective hotels. Limousine, metered-taxi and bus services are readily available at the airport. Detailed information about Suvarnabhumi Airport can be found at <http://www.suvarnabhumiairport.com>

To avail themselves of the limousines and public metered-taxis services as indicated above, it is strongly recommended that participants contact only the authorized officials at the counters located in the airport arrival zone. The officials, upon contact, will issue a ticket for the assignment of either a limousine or a public metered-taxi for transporting passengers to the desired destination. Participants may access public taxi counters by exiting Gates 3 or 9 of the arrival zone in Suvarnabhumi Airport. In addition to toll fees, there is a 50 Baht surcharge to be added to the meter charge from airport to the city.

Transport to/from UNCC

Some of the hotels recommended offer a complimentary shuttle service, according to fixed schedules, to and from UNCC. Otherwise, participants must make their own transport arrangements in order to attend the meetings.

Internet services

Eight personal computers (PCs) with high-speed Internet connection are available in the Internet Café on the first floor of UNCC for the use of participants free of charge. In addition, free wireless Internet access is available in all conference and meeting rooms and in the public areas of UNCC.

Catering services

Catering services are available at the cafeteria, which is located on the first floor of UNCC, from 11:00 to 14:00. Rajapruek Lounge, on the ground floor of UNCC, is open from 07:00 to 17:00 hours from Monday to Thursday, and from 07:00 to 19:00 on Friday. The canteen, on the ground floor of the Service Building, is open from 07:00 to 13:00. In addition, the Coffee

Corner, which serves sandwiches, pastries, coffee, tea and soft drinks, is located on the first floor of UNCC, and is open from 07:00 to 17:00.

Accessibility support for persons with disabilities

In order to enhance accessibility to UNCC, persons with diverse disabilities, whether visual, physical, brain lesions, hearing or speech impairments, a set of assistive devices will be available upon request in a designated area in front of cafeteria on the first floor of UNCC.

Banking facilities

Banking services are available at the Siam Commercial Bank, United Nations Branch, located on the first floor of the Service Building, from 08:30 to 15:30 during weekdays (telephone extension 2168).

Postal services

Postal services are available at the Post Office, United Nations Branch, located on the ground floor of UNCC. The Post Office is open from 08:00 to 16:00, Monday through Friday and can be contacted at extensions 1260 and 2911.

Souvenir shop

The souvenir shop is located on the first floor of UNCC.