INFORMATION FOR PARTICIPANTS

United Nations International Conference on Space-based Technologies for Disaster Management - “A consolidating role in the implementation of the Sendai Framework on Disaster Risk Reduction: 2015-2030”

Beijing, China, 14-16 September, 2015

Co-organized by

The United Nations Office for Outer Space Affairs

and

The Ministry of Civil Affairs of the People’s Republic of China

In collaboration with

The Ministry of Foreign Affairs of the People’s Republic of China (MoFA)
China National Space Administration (CNSA)
Asia-Pacific Space Cooperation Organization (APSCO)
Regional Centre for Space Science and Technology Education in Asia and the Pacific (RCSSTEAP)

And the support of

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Information For Participants

Table of Contents

1. Opening/Closing Date and Meeting Location ................................................................. 3
2. Registration ......................................................................................................................... 3
3. Venue and Accommodation .............................................................................................. 4
4. Dining Options ................................................................................................................... 4
5. Medical Services ................................................................................................................ 4
6. Travel Services .................................................................................................................... 4
7. Visa Application .................................................................................................................. 5
8. Currency ............................................................................................................................. 5
9. Health Insurance ............................................................................................................... 5
10. Transportation .................................................................................................................. 5
11. City of Beijing Information ............................................................................................. 8
12. Country, Weather and Practical Information .................................................................... 8
Annex: Recommended Hotels ............................................................................................... 10
1. Opening/Closing and Meeting Location

United Nations International Conference on Space-based Technologies for Disaster Management - “A consolidating role in the implementation of the Sendai Framework on Disaster Risk Reduction: 2015-2030” will be held at:

Grand Gongda Jianguo Hotel

Address: West of the South Gate, Beijing University of Technology, No. 100 Pingleyuan Road, Chaoyang District, Beijing        Tel: +86 10 5910 2222

The address in Chinese is 中国北京朝阳区平乐园100号北京工业大学南门西侧

The main conference room is on the 3rd floor. Side meeting rooms are located on the 3rd floor.

(Please print and show this address to the taxi driver)
2. Registration
International participants will be able to register on Sunday 13th September by visiting secretarial room in the hotel (information will be available at the reception). Registration will again open on Monday, 14th September at 08:30 at reception desk outside main conference room on the 3rd floor.

The meeting will commence on Monday, 14 September 2015, at the main conference room on the third floor. The conference will run from 09:00 to 17:40 on each day.

3. Venue and Accommodation
For funded participants
- All funded participants will be accommodated in the same building as the meeting venue (Grand Gongda Jianguo Hotel). UNOOSA will arrange and complete all necessary booking arrangements. The breakfast is complimentary. Please note though that all incidental expenses (such as bar, room service, laundry, all local and international phone calls, business centre, hotel car park and an additional person in the room etc.) are to be borne by participants. Check-In: 10:00; Check-Out: 12:00 – 14:00.

For Self-Funded participants
- For all self-funded participants there is the option of staying at the same hotel as the conference venue (Grand Gongda Jianguo Hotel). The hotel has offered a special rate to participants, which is RMB 508 per night, including breakfast. We have also listed other possible options in the vicinity at the end of this document. If you choose to stay at the hotel of the conference venue (Grand Gongda Jianguo Hotel), we would be pleased to help you with your reservation. Please contact Ms. Gao Yuan (yuan.gao@unoosa.org).

4. Dining Options
The conference organizers will be providing a buffet lunch to conference participants. The Grand Gongda Jianguo Hotel has a restaurant open from 5:00pm to 9:00pm for dinner. There are also a number of restaurants within walking distance of the conference venue.

5. Medical Services
The emergency number for ambulance and rescue in Beijing is 120 from every landline telephone on the premises.

6. Travel Services
The Grand Gongda Jianguo Hotel Helpdesk is at the disposal of participants requiring assistance with such matters as travel, sightseeing, car rental and excursions.
7. Visa Application
Every participant needs a Visa to enter China. You are advised to check with the respective Consulate(s) and/or Embassy(ies) for obtaining required visa, including any transit visa, as soon as possible. Please note that it is the sole responsibility of the traveller to obtain required visa(s). The visa should be issued to you free of charge. Please also ensure the validity of your passport.

**Please note that there is no possibility of obtaining a Chinese visa on arrival at the airport.**

8. Currency
Below are the official UN exchange rates of USD 1 to RMB (Chinese Yuan) as of May to August 2015. Please inquire with Ms. Gao Yuan regarding the most up-to-date exchange rate.

<table>
<thead>
<tr>
<th>Date</th>
<th>Exchange Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>01 Sep 2015</td>
<td>6.390</td>
</tr>
<tr>
<td>01 July 2015</td>
<td>6.201</td>
</tr>
<tr>
<td>30 Jun 2015</td>
<td>6.209</td>
</tr>
<tr>
<td>01 May 2015</td>
<td>6.199</td>
</tr>
<tr>
<td>01 April 2015</td>
<td>6.208</td>
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</tbody>
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9. Health Insurance
Adequate insurance (i.e. health; travel; life) is the personal responsibility of each individual. The United Nations will not assume any responsibility for life and major health insurance, nor for expenses related to medical treatment or accidental events.

10. Transportation
Beijing Capital International Airport (BCIA)
Beijing, China
The BCIA has three terminals, 1, 2 and 3. Please note which terminal applies to you.

*Getting to the meeting venue from the BCIA*

**By Taxi:**
The distance is approximately 32km, on average one hour duration and the cost revolves in the region of RMB 100.

**By Airport Shuttle Bus:**
Charge Standard
Downtown Shuttle: RMB 21/person (Single trip)
Please take Line 10:

Get off at the stop Guangqumen (marked as “A”):

The name of the stop in Chinese is 广渠门(“A”).

The airport shuttle bus stops at mark “A” on map above. After debarking the bus, take a taxi to Grand Gongda Jianguo hotel (“B”) (costs approx. RMB25).
Go to the BCIA from the Meeting Venue

After exiting the Grand Gongda Jianguo Hotel, take a taxi to Guangqumen Station (Marked as “A” on above map) (Airport Shuttle Bus station)

Board the airport shuttle bus at the stop at point “A”. The ticket is purchased from the driver after getting on the bus.

11. City of Beijing Information

Beijing, also known as Peking, is the capital of the People's Republic of China and one of the most populous cities in the world (21148000 as of 2013). The city is the country's political, cultural, educational and military centre, and home to the headquarters for most of China's largest state-owned companies.

For more information on the city, its surrounding area and upcoming events, please visit the official website at http://www.ebeijing.gov.cn/

12. Country, Weather and Practical Information

General Information about China

The Chinese Government has prepared a website that provides an array of information, from geographic facts and figures to historical milestones, economic status and current developments in politics, education, culture and sports, as well as much more. Please visit http://english.gov.cn/

Projected weather in Beijing during conference period: 14-16 September

It is mid autumn in September, Beijing will experience hot and dry autumn. The average low and high temperatures are, respectively, 14ºC (57ºF) and 32ºC (89ºF).

Time Zone

GMT +8

Voltage, Plugs, and Socket-Outlets

220V-240V, 50Hz
Annex – Additional Suggested Hotels

1. Chang An Grand Hotel: 10 minutes to Grand Gongda Hotel by foot. 

2. Beijing Henan Plaza Hotel: 10 minutes to Grand Gongda Hotel by foot. 
3. Radegast Lake View Hotel: 10 minutes to Grand Gongda hotel by foot. 
http://www.radegastlakeviewhotel.com/