



**“International Seminar Workshop on the Implementation of United Nations Guiding Principles on Alternative Development – UNGPs on AD”
International Conference on Alternative Development 2 (ICAD2)**

19 – 24 November 2015

INFORMATION NOTE

General Information

The International Seminar Workshop on the Implementation of United Nations Guiding Principles on Alternative Development – UNGPs on AD so called the International Conference on Alternative Development 2 (ICAD2) will take place during 19 – 24 November 2015. The workshop and conference will consist of two components;

- 1) A pre-conference field segment (19-22 November 2015) in Chiang Rai and Chiang Mai Provinces, Thailand
- 2) A high – level conference segment (23-24 November 2015) in Bangkok, Thailand

Objectives of the workshop/conference

- To advance the United Nations Guiding Principles on Alternative Development as the progress of implementation
- To underscore the importance of integrating alternative development into larger national and international development policies and strategies aimed at improving the overall livelihood of the target population
- To provide assessment of alternative development in the context of the post-2015 development agenda and in preparation for the United Nations General Assembly Special Session on the World Drug Problem (UNGASS 2016)
- To strengthen global alliance on alternative development among key stakeholders, particularly through a trilateral cooperation scheme involving countries with AD experience, donor countries / community and countries interested in initiating AD programmes

Venue of the workshop and the conference as well as the accommodation during the Seminar Workshop will be as follows:

- The first half of the Workshop will be held in Chiang Rai and Chiang Mai with site visits to Alternative Development project site in Shan State, Myanmar (to be confirmed), Doi Tung Development Project and a visit to Nong Hoi Project area of the Royal Project Foundation while the wrap up session of the workshop will be held 2 times in Chiang Rai and Chiang Mai accordingly.

- The accommodation for participants during the workshop and the conference during 18-24 November 2015 will be as follows:-

For workshop in Chiang Rai during 18-19 November 2015

(check in 18 November, check out 20 November)

- **Dusit Island Resort Chiang Rai**
1129 Kraisorasit Road
Vieng District, Aumphur Muang
Chiang Rai 57000, Thailand
Tel.: +66 (0) 5360 7999
Fax.: +66(0) 5371 5801
E –mail. dicr@dusit.com

For workshop in Chiang Mai during 20-21 November 2015

(check in 20 November, check out 22 November)

- **The Imperial Mae Ping Hotel**
153 Sridonchai Road,
Changklan District
Amphur Muang, Chiang Mai 50100 Thailand
Tel: (66-53)270 160
Fax: (66-53)270 181
www. Imperialhotels.com

For Conference in Bangkok during 22-24 November 2015

(check in 22 November, check out 25 November)

- **Royal Orchid Sheraton Hotel & Towers (main hotel)**
2 Charoen Krung Rd Soi 30, Bang Rak
Bangkok 10500, Thailand
Tel. +66 (0) 2266 0123
Fax. +66 (0) 2236 8320
www.sheraton.com
- **Eastin Grand Hotel Sathorn**
33/1 South Sathorn Road
Yannawa, Sathorn
Bangkok 10120, Thailand
Tel. +66 (0) 2212 8100
Fax. +66 (0) 2212 8155
www.eastingrandsathorn.com
- **Novotel Bangkok Fenix Silom**
320 Silom Rd., Suriyawong, Bangrak
Bangkok 10500, Thailand
Tel : +66 (0) 206 9100
Fax : +66 (0) 206 9230
www.novotelbangkoksilom.com

1. The negotiated room rate per night at the Dusit Island Resort Chiang Rai is as follows:

Room Type	Single room	Double/Twin room
Superior Room	2,200 Baht	2,200 Baht
Deluxe Room	2,400 Baht	2,400 Baht
Extra Bed	1,300 Baht	1,300 Baht

2. The negotiated room rate per night at the Imperial Mae Ping Chiang Mai is as follows:

Room Type	Single room	Double/Twin room
Superior Room	1,600 Baht	1,800 Baht
Deluxe Room	1,900 Baht	2,100 Baht
Extra Bed	1,300 Baht	1,300 Baht

3. The negotiated room rate per night at the Royal Orchid Sheraton is as follows:

Room Type*	Single room	Double/Twin room
Deluxe River View Room	4,900 Baht	5,400 Baht
Junior Suite	7,000 Baht	7,500 Baht
Extra Bed	1,500 Baht	1,500 Baht

* for more room type, please see the hotel reservation form

4. The negotiated room rate per night at the Eastin Grand Hotel Sathorn is as follows:

Room Type	Single room	Double/Twin room
Superior Room	4,000 Baht	4,300 Baht
Extra Bed	1,766 Baht	1,766 Baht

5. The negotiated room rate per night at the Novotel Bangkok Silom is as follows:

Room Type	Single room	Double/Twin room
Superior Room	3,300 Baht	3,500 Baht
Deluxe Room	3,700 Baht	3,900 Baht
Suite	4,600 Baht	4,600 Baht
Extra Bed	1,300 Baht	1,300 Baht

For hotel reservations, kindly fill in the registration form as attached herewith. Please note that all participants are requested to stay at the contact hotel in Chiang Rai and Chiang Mai province. For the accommodation in Bangkok, you will have to choose based on your preference, in case that you choose the main hotel in Bangkok e.g. the Royal Orchid Sheraton hotel, you are requested to fill up a separate hotel reservation form. The sponsored participants will be provided accommodation at the main hotels only during the workshop and the conference. Incidental personal expenses incurred during your stay, i.e. mini bar, room service, telephone bill etc. will be settled by your individual accounts upon departure.

All ground transportation will be arranged by the Royal Thai Government.

Workshop/Conference Secretariat

The workshop/conference secretariat will also be located at the above-mentioned hotels during the Workshop and the Conference period. The secretariat will operate from 0700 hrs to 1930 hrs. Internet Access is also provided.

Contact Person: Ms. Oranooch Sungkhawanna
 Email: icadseminar2015@gmail.com

Catering Service

Lunch and Dinners during the workshop/conference programme will be provided by the Royal Thai Government at the indicating venues. During the conference period, lunch break will be two hours long in order that participants who would like to join side events can manage their lunch time based on their interest in the side events.

Statements

- Delegates who will deliver statements are requested to supply their statements in advance to the Secretariat, preferable by email to icadseminar2015@gmail.com, or the other alternative, provide hard copies of their statements to the conference room officer in the meeting room latest 5 hours prior to the meeting schedule. **Suggested theme for the statements is on the Implementation of UNGPs on AD and recommendations on the way forward: AD & Sustainable Development Goals.**

Presentations for all sessions (workshop, conference, meetings including side events)

- Presentations and video (e.g. powerpoint presentation) should be provided to the conference secretariat for technical checking, at the same time, name and titles of speakers should also be provided for further arrangement by **Friday 13 November 2015.**

Side events

During the conference period, there will be a number of side events and exhibition taking place. Side events will be held during lunch break: **approx. 50 minutes per each side event.** A programme of side events will be published on the [icad2](http://icad2.org) website. The side events are organized by interested countries, UNODC or organizations related to the topic of AD in various perspectives.

Due to a limited number of rooms are available for side events, interested countries are encouraged to inform workshop/conference secretariat of their intention to organize side event(s) at their earliest convenience.

Exhibition

Exhibitions will also be held in parallel with the regular conference throughout the day.

An exhibition spacing will be provided for interested countries at 1 x 2 meters for each exhibition, interested countries are invited to share their AD works. Posters and products display are welcome to decorate country exhibition.

Themes for side events and exhibition should be thematically relevant to the workshop/conference objectives, suggested theme for the side events and exhibition is “The different countries’ experiences on AD and implementing of the UNGPs”.

Confirmation and selection of side events and exhibitions

Efforts will be made to accommodate all requests from participating countries. In case of an excessive number of requests, priority will be given to earlier requests (“**first come, first served basis**”)

Confirmation of side events and exhibitions will take place one month in advance prior to the conference segment.

Bilateral meetings/Regional group meetings

- For the reservation of rooms for Bilateral meetings/Regional group meetings for participating countries, kindly contact the secretariat or contact person by email to icadseminar2015@gmail.com
- In submitting the request, participating states are reminded to indicate parties involved including date, time, duration of the meeting and number of officials in attendance.

Transportation

The host will provide international and domestic air tickets to all sponsored participants. All transfers to and from the Airports in their home countries will have to be borne by the participants. Please fill in the registration form and send it back as soon as possible or at the latest **by Friday 11 September 2015** so that the organizer can make reservation and send e-tickets to you in due time.

The host will provide airport transfers from and to the domestic international airports upon the participants’ arrivals and departures as well as other ground transportation during the workshop and conference programme. All ground transportation will be arranged for all categories of participants.

Visa

- **Visa exemption.** Please study **Annex B** for the list of countries that are eligible for visa exemptions either from visa exemption schemes or from bilateral agreements.
- Participants who do require visas must arrange for their own visas through the Royal Thai Embassies or Royal Thai Consulates-General in their countries.
- Participants from some countries must present an International Health Certificate proving that they have vaccination when applying for visa and to the Immigration Office upon arrival at the port of entry in the Kingdom.
- Participants who do not have access to Royal Thai Embassies or Royal Thai Consulates-General in their countries should inform us at icadseminar2015@gmail.com in order that the Royal Thai Government issue Visa exemption for them on the basis that they are seminar workshop and conference participants.

- For more information on visa, please visit <http://www.thaiembassy.com/thailand/changes-visa-exempt.php>

Registration

Upon completing the registration, the access pass for participants will be issued. The organizer, therefore, urges the pre-registration form/nomination form be sent to the Secretariat as soon as possible.

- **Pre-registration form/nomination form**
All participants are requested to complete the pre-registration form/nomination form attached herewith and email to icadseminar2015@gmail.com or **fax to +66-2-245 9354 by Friday 11 September 2015.**
- **On site registration**
 - 1) On-site registration of participants to the workshop will be on Wednesday 18 November 2015 between 10.00 – 16.00 hrs. at the hotel lobby, the Dusit Island Resort Hotel.
 - 2) On-site registration of participants to the conference will be on Sunday 22 November 2015 between 10.00 – 17.00 hrs. at the hotel group lobby, the Royal Orchid Sheraton Hotel. Additional registration will be on Monday 23 November 2015 between 08.30 – 09.30 hrs. in front of the meeting room, the Royal Orchid Sheraton Hotel.

Working language

The working language of the workshop/conference is English. There will be simultaneous translation in Spanish and Thai during the workshop/conference. French might also be provided upon request.

Documentation

The official languages of the session are English and Spanish. Official documents will also be made available on website mainly in these two languages. However, French will be made available upon request.

The document distribution counter will be located in front of the meeting room. Daily programme and other information related to the conduct of the session will also be provided at the distribution counter.

Computer and online service

Computer and online service equipped with standard software and internet access will be provided for participants in front of the meeting room at the “internet corner”.

The wireless network connection is available in the meeting room area.

Climate/Time Zone

November: min 10°C, max 37°C. Thailand is 7 hours ahead of GMT. Occasional rain can be expected.

Currency, Banking, Money Changer and Credit Cards

The local currency is the Thai Baht. 1 US\$ is approximately equivalent to 34 Baht. Foreign exchange services are provided at almost all commercial bank during the working day. Besides some currency Exchange Service booth can also be found in public areas such as airports, downtown and shopping centers on weekday and weekend. Passports are required when you applied to use this kind of service from commercial banks. A nominal commission may be charged. Major credit cards are widely accepted by hotels and retailers as well as restaurants.

Security

During the workshop and the conference, from 18 – 24 November 2015, the Royal Thai Police will be responsible for security at the workshop and conference venue. For security reasons, participants are requested not to leave luggage, suitcases and/or laptops unattended.

Specific requests regarding security arrangements and related matters should be addressed to the secretariat, preferable via email address at icadseminar2015@gmail.com.

First aid

Medical attention is available at the workshop/conference secretariat operated daily during the workshop/conference period. Please contact workshop/conference secretariat in case of help needed.

Contact Person

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Further Information & more up-to-date information

Please visit www.icad2.com for the official website of ICAD2