



## INFORMATION NOTE

# Expert workshop on broad-based reporting requirements on credit to agriculture, forestry, fisheries and aquaculture

25 – 26 November 2024

Hua Chang 7<sup>th</sup> floor, Amari Watergate Bangkok Hotel, Thailand

### 1. ORGANIZER / LOGISTICAL ARRANGEMENT

- APRACA Secretariat is organizing the captioned workshop during 25 and 26 November 2024 at the Hua Chang Hall (7<sup>th</sup> Floor) of Amari Water Gate Hotel, Bangkok, Thailand (<https://www.amari.com/bangkok>). Please note that the workshop will be one full day on 25 November 2024 and half day on 26 November 2024.
- APRACA Secretariat will organize to book the economy class round-trip air ticket on the most direct routing to/from Bangkok for the sponsored participants. All the participants are kindly requested to arrive on 24 November 2024 and depart in the afternoon on 26 November 2024.  
**Arrival:** 24 November 2024  
**Departure:** Afternoon 26 November 2024 (subject to flight available)
- During the workshop, APRACA will provide all the participants with lunch + 2 coffee breaks on Day 1 (25<sup>th</sup> November) and lunch + 1 coffee breaks on Day 2 (26<sup>th</sup> November).

### 2. TRANSPORTATION TO/FROM HOTEL

- All participants are recommended to take a metered taxi from / to Suvarnabhumi International Airport (1<sup>st</sup> floor) to **Aamari Watergate hotel, Pratunam (847 New Petchburi Road, Ratchatewi, Bangkok 10400 Thailand)**. Please visit the website of Suvarnabhumi International Airport at <http://www.suvarnabhumiairport.com>. The taxi fare will comprise the amount shown on the meter plus Baht 50 for service charge and the Toll fee.
- While departing from the hotel, we suggest that you contact the hotel's front desk to arrange for a taxi to the airport.

### 3. ACCOMMODATION

- All sponsored participants will be booked at the **Amari Watergate Bangkok Hotel and the APRACA Secretariat will pay room charges for 2 nights (24 – 26 November 2024)**, the other expenses such as room service, mini-bar, phone, fax, internet, laundry, business center, etc. should be paid by sponsored participants before leaving hotel.
- APRACA will support booking of hotel (including Amari Watergate) **for the self-sponsored participants** and they are requested to contact the Secretariat.
- Hotel address both in English and **Thai language** are provided below:

<b>Amari Watergate Bangkok Hotel</b> 847 Phetchburi Road, Bangkok 10400, Thailand Tel: +66 (0) 2653 9000 Fax +66 (0) 2653 9045 E-mail: <a href="mailto:watergate@amari.com">watergate@amari.com</a> <a href="http://www.amari.com">www.amari.com</a>	<b>For taxi driver:</b> โรงแรม อมารี ประตูน้ำ กรุงเทพฯ 847 ถนน เพชรบุรี แขวงพญาไท เขตราชเทวี กรุงเทพฯ 10400 โทร.(662) 653 9000 แฟกซ์.(662) 653 9045
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#### 4. BREAKFAST & LUNCH

Breakfast is included in the room charge. Lunch is provided for and will be served at **Amaya, Food Gallery 4<sup>th</sup> Floor** at the hotel.

#### 5. VENUE

The meeting will be held at the **“HUA CHANG”** on the 7<sup>th</sup> Floor of Amari Watergate Bangkok Hotel.

#### 6. DAILY SUBSISTENCE ALLOWANCE (DSA)-SPONSORED PARTICIPANTS

All sponsored participants can pick up their DSA and terminal (lumpsum for local transportation) from Ms. Gamonwan Somsanook, APRACA Account Assistant **on 25 November 2022 at 09:00-16:00**. **Kindly present a copy of your passport as proof of identity**

#### 7. WORKSHOP LANGUAGE

The workshop will be conducted in English only. No interpretation services will be available

#### 8. TENTATIVE WORKSHOP AGENDA

**Attached separately as Annexure**

#### 9. FOREIGN EXCHANGE AND BANKING

Thailand currency is Thai Baht (THB), and internationally recognized currencies and travellers' cheques are exchangeable at Suvarnabhumi Bangkok International Airport, banks, etc. The organizer will provide necessary help to participants for matters related to foreign currency exchange. The exchange rate is approximately USD 1.00 = THB 33 (+/-).



## 10. ABOUT BANGKOK

Bangkok is a relatively safe city. However, it is best to play safe by travelling with a companion or a group. You may kindly leave your original passport at the hotel and take along a photocopy, unless you need it for shopping.

## 11. CLIMATE

Thailand enjoys a tropical climate with three seasons: hot (March-May), rainy with plenty of sunshine (June-September) and cool (October-February). Temperature during the time of the meeting is approximately 30°C-32°C.

## 12. ELETRICITY

The voltage in Thailand is 220 volts, 50 Hz. Participants with other voltage requirements for their appliances should bring universal adapters and/or converter kits.



## 13. VISA REQUIREMENTS

- Participants must obtain an entry visa to Thailand, if necessary, from the Royal Thai Embassy or the Royal Thai Consulate-General located in their respective countries before departing for Thailand. Details on obtaining a Thailand visa can be found at <http://www.mfa.go.th/main/en/home>.
- Countries entitled to visa exemption and visa on arrival can be found at: <http://www.mfa.go.th/main/contents/files/consular-services-20120410-195946-424479.pdf>

## 14. THAILAND CUSTOMS REGULATION AND OTHERS

- For detailed customs regulations please visit the Thailand Customs website: <http://www.customs.go.th/wps/wcm/connect/CustEn/Home/HomeWelCome>
- For information about Thailand, please visit <http://www.tourismthailand.org/>
- For information about Bangkok, please visit <http://www.bangkoktourist.com/>

## 15. CONTACTS

For all local logistics (including hotel booking for this event for the self-sponsored participants) , please contact the following officials from APRACA Secretariat.

Asia Pacific Rural and Agricultural Credit Association (APRACA) contact:	<i>Mr. Kittisak:</i> <a href="mailto:kittisak@apraca.org">kittisak@apraca.org</a> <i>Mb + WhatsApp + Line:</i> +66-83 929 8889  <i>Ms. Sofia Champanand:</i> <a href="mailto:sofia@apraca.org">sofia@apraca.org</a> <i>Mb + WhatsApp + Line:</i> +66-64 286 4451
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