



**30th ANNUAL MEETING
THE ASIA-PACIFIC PARLIAMENTARY FORUM (APPF 30)
26 - 29 OCTOBER 2022
NATIONAL ASSEMBLY, BANGKOK, THAILAND**



*"Parliaments and the Post-COVID-19 Sustainable
Development"*

GENERAL INFORMATION

19/10/22

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GENERAL INFORMATION

1. DATE AND VENUE

The 30th Annual Meeting of the Asia-Pacific Parliamentary Forum (APPF) will be held at the National Assembly of Thailand in Bangkok from Wednesday, 26 to Saturday, 29 October 2022.

2. PROGRAM OF ACTIVITIES

2.1 APPF-30 Program

All official activities of the 30th APPF Annual Meeting will proceed in a physical format. Official activities of the 30th APPF Annual Meeting are as follows:

Date	Activity
Wednesday, 26 October 2022	<ul style="list-style-type: none">• Executive Committee Meeting• Meeting of Advisors and Secretaries to delegations• Meeting of Women Parliamentarians• Three Working Group Meetings (Political and Security Matters, Economic and Trade Matters, and Regional Cooperation in the Asia-Pacific Region)• Courtesy Call• Inaugural Ceremony• Welcome Reception
Thursday, 27 October 2022	<ul style="list-style-type: none">• First Plenary Session• Drafting Committee Meeting• All Working Group Meetings• Parliamentary Roundtable on ‘Young Parliamentarians of Asia Pacific’s Engagement to Leave No One Behind’• Second Plenary Session• Dinner for Young Parliamentarians
Friday, 28 October 2022	<ul style="list-style-type: none">• Third Plenary Session• Drafting Committee Meeting• Final Plenary Session• Farewell Dinner
Saturday, 29 October 2022	<ul style="list-style-type: none">• Excursion

Note: Meeting of working group on Women Parliamentarians will commence on Thursday, 27 October 2022.

2.2 Program for Accompanying Persons and Excursion for All Participants

Date	Activity
<u>Tour for all participants</u> Wednesday, 26 October 2022	<ul style="list-style-type: none"> • Tour of the House of Representatives Chamber, Senate Chamber and Superstructure of the Parliament Building. - 10.00 hrs. (for all participants) - 14.00 hrs. (only Members of Executive Committee and Heads of Delegation)
<u>Accompanying persons program</u> Friday, 28 October 2022	<ul style="list-style-type: none"> • Visit Loha Prasat at Wat Ratchanatdaram • Experience Thailand's artistic and cultural legacies of the Rattanakosin Era at Rattanakosin Exhibition Hall
<u>Excursion for all participants</u> Saturday, 29 October 2022	<ul style="list-style-type: none"> • The Temple of the Emerald Buddha and the Grand Palace • National Museum Bangkok • Lunch at Royal River Hotel (international buffet)

3. ACCOMMODATION AND EXPENSES

3.1 Official Hotel

Shangri-La Bangkok

Phone: (+66) 2236 7777

Fax: (+66) 2236 8579

Email: bangkok@shangri-la.com

Website: <https://www.shangri-la.com/bangkok/shangrila>

Location: 89 Soi Wat Suan Plu, New Road, Bangrak, Bangkok, 10500, Thailand

Following are the special room rates for the APPF-30:

Room Type (Shangri-La Wing)	Daily Room Rate (Single/Double)
Deluxe Room	THB 4,000.-nett (approximately USD 114)*
Deluxe River View Room	THB 4,500.-nett (approximately USD 128)*

Room Type (Shangri-La Wing)	Daily Room Rate (Single/Double)
Deluxe Balcony Room	THB 5,000.-nett (approximately USD 142)*
Horizon Club Room	THB 7,000.-nett (approximately USD 199)*
Executive Suite / Executive River View Suite	THB 7,500.-nett (approximately USD 213)*
Premier Suite	THB 15,000.-nett (approximately USD 425)*
Specialty Suite	THB 100,000.-nett (approximately USD 2,833)*
Presidential Suite	THB 110,000.-nett (approximately USD 3,116)*

* Approximately USD rate above is for June 27, 2022, USD rate is depending on daily exchange rate

Note:

- Rates are per room per night, and quoted in Thai Baht
- Inclusive of 10% service charge and applicable government tax on room rate and service charge, currently a total of 17.7%
- Breakfast INCLUDED in the above room rates at venue designated by the hotel
- Inclusive of complimentary local call access and in-room wired Internet and Wi-Fi access
- Non-commissionable
- Room rates applicable to three (3) days pre and post stay, subject to room availability

Delegations are advised to make hotel reservations directly with the hotel via the link below and kindly forward your hotel confirmation to the host email address (appf30.accommodation@gmail.com).

http://www.shangri-la.com/reservations/booking/en/index.aspx?hid=SLBK&group_code=SEC251022&check_in=20221022&check_out=20221102

Special room rates will be held for a limited time, so early booking is encouraged.

3.2 Expense Responsibility

Delegates are responsible for their own flights and accommodation. The cost of accommodation, all meals and services incurred at the hotel (mini-bar, laundry, mobile/international phone calls, business center services) will be borne by their respective institutions. The host country shall bear the costs of all hospitality provided during the conference, including coffee breaks, lunches, and receptions for all participants.

4. SECURITY

4.1 Offensive Implement

The Host Parliament will be responsible for the safety and security at the Asia-Pacific Parliamentary Forum venue and official activities. All types of weapons are not allowed in the meeting venue and official activities in the program.

4.2 Identification Badges

All participants are requested to wear their 30th APPF Annual Meeting ID badges at **all the times** at the meeting venue and all official events in the program. Loss of ID Badge must be reported immediately to the APPF-30 Host Secretariat.

The colors of the ID badges are coded as follows:

Categories	Color codes
Leaders of Delegations	Red
Delegate	Yellow
Delegation Secretaries/ Advisor to Delegations	Pink
Diplomatic Corps	Purple
Host Secretariat /Liaison Officers	Light Green
Security & Medical	Black
Press	Light Brown

Due to security reasons and in amid of Coronavirus Disease 2019 (COVID-19) in particular, in case of travelling outside the program, please inform your liaison officers.

5. APPF-30 HOST SECRETARIAT

Contact details:

e-mail: appf30secretariat@gmail.com

Phone: (+66) 2242 5900 ext.5650-1

Fax: (+66) 2242 5977

6. REGISTRATION

6.1 Size of the Delegation and Registration Process

In accordance with Article 22 of the APPF Rules of Procedure, the size of the delegation for attending the 30th APPF Annual Meeting is limited to a maximum of 10 parliamentarians. This number does not include staff and accompanying persons.

APPF-30 website and online registration will be available on 15 July 2022. All participants are requested to register their attendance via an online Registration Form by accessing the link or scanning the QR code attached with the invitation letter **no later than 26 September 2022**.

6.2 Speech and Speaker Registration

Time allocated for each speaker is a maximum of 7 minutes. Participating delegates may split that time with other members of their delegations for speaking on the same agenda item. Delegates who wish to speak in the Meeting of Women Parliamentarians and the Plenary Sessions (Session 1-3) are kindly requested to register online via Speaker Registration section below Hotel & Travel information section **no later than 26 September 2022**. All speeches during these meetings should be forwarded to the Host Secretariat in advance for interpretation.

The order of speaking will be assigned on order of completion of the speaker registration. Participating delegates are invited to speak according to the List of Speakers and upon the permission of the Chair of the meeting. Please be informed that priority to speak will be given to President/Speaker of the House over delegation members.

6.3 Registration and Information Desk

The registration and information desk will be open on Basement Level 1 (B 1), the National Assembly, from 26 to 29 October 2022.

Date	Office Hours
26 October 2022	08.00-19.00 hrs.
27 October 2022	08.00-17.30 hrs.
28 October 2022	08.00-17.00 hrs.

For social distancing measures, liaison officers will give the ID badges to the delegation on the date of arrival.

Note: In case of any changes or correction of registration, please go to the link or the QR code attached with the invitation letter.

7. DRAFT RESOLUTIONS AND REPORTS ON IMPLEMENTATION OF PRIOR RESOLUTIONS

In accordance with Article 26 and 32 of the APPF Rules of Procedure, member parliaments are kindly requested to submit draft resolutions related to agenda items and written reports on the implementation of prior resolutions adopted by the 29th APPF Annual Meeting to the APPF-30 Host Secretariat (appf30secretariat@gmail.com) 2 months prior to the meeting. The Host Parliament considers to extend the submission date from 26 August 2022 to **9 September 2022**. List of APPF-29 resolutions and sponsors is attached with this General Information.

8. TRAVEL TO THAILAND

8.1 Passport and Visa Requirements

All participants must have a passport with a validity of at least six months and a visa, if necessary, for entry into Thailand. Nationals of certain countries are required to apply for a visa only at the Royal Thai Embassy or the Royal Consulate-General in their country of residence or at the designated Thai Embassy/Consulate-General. Contact the Royal Thai Embassy or the Royal Consulate-General before departure to obtain a visa.

Please visit the following website for more information regarding visa;

<https://consular.mfa.go.th/th/page/cate-7393-general-information?menu=5d68c88b15e39c160c0081e0>

8.2 Requirements for Travelling to Thailand on COVID-19

According to the new policy ending the nationwide COVID-19 Emergency Decree on 30 September 2022, **all participants entering into Thailand from 1 October 2022 will no longer be required to show their COVID-19 certificates of vaccination and COVID-19 test results.**

Note: Proof of medical insurance is not required, however, medical insurance is highly recommended. Please be informed that the Host Parliament is not responsible for personal accidents or damage to participants' property. It is recommended to purchase travel insurance covering the entire period of staying in Thailand before travelling.

9. COVID-19 SAFETY MEASURES

The Host Parliament is putting in place a series of measures to ensure a safe and healthy environment for the 30th APPF Annual Meeting as follows:

(1) The APPF-30 Secretariat will offer on-site COVID-19 Rapid Antigen testing service near Entrance 1, Basement Level 1 (B 1), from 08.30 – 10.00 hrs. ;

(2) Participants wishing to take the ATK test or those with fever or any respiratory symptom such as cough, sore throat, stuffy nose, runny nose, and difficult breathing can inform liaison officers for the self ATK or visit the COVID-19 testing site on Basement Level 1 (B 1). For the severe case, medical staff of the Host Secretariat will coordinate for treatment;

(3) Participants must take the temperature screening at the Entrance

(4) In closed ventilation room, participants should wear face masks at all times.

(5) Cleaning hands with alcohol-based hand sanitizer is highly recommended.

Note: The safety measures are subject to change depending on the situation and policy of the Department of Disease Control, Ministry of Public Health of Thailand. Further updates will be informed on: <https://web.parliament.go.th/view/63/APPF30/EN-US>.

10. FORUM INFORMATION

10.1 Language and Documentation

English is the official language of the meeting.

We try our best for environment-friendly meeting, a hard copy of meeting documents will be provided only for the head of each delegation. All meeting documents and up-to-date documents will be available on the APPF-30 website and Application. Office hours of the APPF-30 Host Secretariat are as follows:

Date	Office Hours
26 October 2022	08.00-17.00 hrs.
27 October 2022	08.00-17.30 hrs.
28 October 2022	08.00-17.00 hrs.
29 October 2022	08.30-12.00 hrs.

* Format of Documents

It is requested to submit all documents of the meeting, including the draft resolutions, to the APPF-30 Host Secretariat in the format below.

Font	Times New Roman 12
Paper Size	A4

The template of draft resolution is available on the APPF-30 website and APPF-30 Application.

10.2 APPF-30 Website, Application and WhatsApp for Secretaries

Website: <https://web.parliament.go.th/view/63/APPF30/EN-US> or through the following QR Code:



APPF-30 Application: Conference Official Application can be downloaded via App store for iOS and Play Store for Android by searching “wonderfiles” or through these letter code:

iOS



(<https://apps.apple.com/th/app/wonderfiles/id1454766365>)

Android



(<https://play.google.com/store/apps/details?id=th.go.parliament.tipma>)

WhatsApp for secretaries: WhatsApp group for secretaries will be set up and notified at the earliest convenience.

10.3 Meeting Rooms and Side Meetings

The venue map and details will be uploaded on the APPF-30 website and Application 2 months before the meeting.

Side meetings

Counter service for bilateral meeting rooms reservation will be available on Basement Level 2 (B 2).

Date	Office Hours
26 October 2022	08.00-17.00 hrs.
27 October 2022	08.00-17.00 hrs.
28 October 2022	08.00-17.00 hrs.

For advance reservation, please contact the APPF-30 Host Secretariat at appf30secretariat@gmail.com.

Note:

- Usage duration limited: 45 minutes/a meeting.
- Room availability will be given out on a first-come, first-served basis.

11. FACILITIES

11.1 Interpretation

English is the official working language of the meeting. Delegates who wish to speak in other languages are kindly requested to provide their own interpreters and reserve interpretation booths through the APPF-30 Host Secretariat at appf30secretariat@gmail.com.

Please be informed that the number of interpretation booths is limited and it will be on a first-come, first-served basis. Interpretation booths will be available for the following meetings only:

Meetings
Executive Committee Meeting
Inaugural Ceremony and Final Session
Meeting of Women Parliamentarians
Plenary Sessions
Drafting Committee meeting

11.2 Transportation Services

The Host Parliament will provide a private car for the head of each delegation. Depending on the size of the delegation, 1 or 2 Vans with air conditioning will be provided for other delegates. Additional vehicles will be the responsibility of the delegation.

Arrival and Departure

Transport to and from the airport will be provided for delegates arriving in Bangkok on 25-26 October 2022, and departing Bangkok on 28-30 October 2022.

Please inform the APPF30 Secretariat of arrival and departure details as soon as possible so that transport can be arranged. Any change in arrival or departure times should be immediately notified to appf30secretariat@gmail.com.

Meeting Days

Transport will be provided between the official hotel and the meeting venue, and for the official events. Delegates are responsible for their own transport for activities not specified in the program.

11.3 Business Center and Internet Access

Business Center will be available from 26 to 28 October 2022, Basement Level 1 (B 1). It will be open from 8.00 to 19.00 hrs. Wi-Fi in the National Assembly will be available for delegates.

11.4 Media Center

Media Center will be available from 26 to 28 October 2022, Basement Level 1 (B 1). It will be open from 08.00 to 20.00 hrs.

11.5 Medical Services

Service areas such as National Assembly Building/Hotel/ Excursion Program

(1) The Host Parliament will provide the general medical treatment and emergency medical services with the team of doctors and nurses. The service areas are located on Basement Level 2 (B 2) and the 4th floor, Zone C, from 08.30 hrs. till the end of sessions.

(2) The Host Parliament will also set up Active Service Unit Care at Shangri-La Bangkok Hotel with lifesaving equipment, common and emergency drug. Moreover, the emergency ambulance service and medical evacuation team will standby in case of emergency;

(3) For the Excursion program and outdoor dinners, the team of doctors and nurses will be set up with the emergency ambulances to provide medical care during the program.

Health requirements (Please fill in your health information when registered)

(1) Underlying medical conditions and history of previous/current medication;

(2) The records of drug allergy/ food allergy. Please be informed that personal health records will be used for the purpose of medical care and treatments.

In case of emergency

In case of critical/emergency patients, ambulances will transfer the patients to the nearest suitable medical facility.

Note: The Host Parliament is not responsible for all expenses. Medical insurance is highly recommended for all participants. The participants themselves are responsible for the incurred expenses according to the benefits of treatment provided by their insurance company.

11.6 Luggage

The luggage tag can be downloaded from the link or the QR code attached with the invitation letter. Participants should attach these tags to their luggages before travelling to Thailand to facilitate identification and speedy clearance of their luggages.

11.7 Currency Exchange

There is Krung Thai Bank, located on Basement Level 1 (B 1) and next to the main entrance of the meeting venue. It will be open from Monday to Friday between 08.30 to 16.30 hrs. and available for exchanging foreign currencies into Thai baht.

11.8 Meals, Receptions and Events

The Host Parliament will provide meals for all participants as indicated in the official program and following official banquets.

(1) Luncheon for Members of the Executive Committee and Head of Delegations

Host: President of the National Assembly, Speaker of the House of Representatives

Date: 26 October 2022

Time: 12.00 – 13.30 hrs.

(2) Welcome Reception

Host: President of the National Assembly, Speaker of the House of Representatives

Date: 26 October 2022

Time: 18.30 – 21.00 hrs.

(3) Dinner for Young Parliamentarians

Host: First Deputy Speaker of the House of Representatives

Date: 27 October 2022

Time: 18.30 – 21.00 hrs.

(4) Farewell Dinner

Host: President of the Senate, Vice President of the National Assembly

Date: 28 October 2022

Time: 18.30 – 21.30 hrs.

The Host Parliament will be responsible for expenses related to the conference including official receptions and meals specified in the program. Delegates wishing to make other meal arrangements will meet the cost themselves.

11.9 Liaison Officers

Liaison officers will be assigned to each delegation of APPF member parliaments in order to support them in all official activities.

12. OTHER USEFUL INFORMATION

12.1 Bangkok

Bangkok is the capital city of the Kingdom of Thailand - the hub of art, culture, economic development, and emerging technologies. It covers an area of more than 1,568 square kilometers, and it is a home to approximately 5.5 million people or more than 8.35% of the country's populations. Bangkok is located on the banks of Chao Phraya River otherwise known as "The River of Kings", which flows 372 kilometers from central Thailand to the Gulf of Thailand.

12.2 Climate

The climate in Thailand is tropical with 3 distinctive seasons: the hot season from March to May, the rainy season from May to October, and the cool season from November to February.

October in Bangkok is the last month of the rainy season with an average temperature of 25 – 33 C. The weather is usually hot and humid with less chance of rain.

12.3 Religion

Thailand does not have an official state religion which guarantees religious freedom for Thai people. A quiet room for prayer will be available for the use of delegates in the National Assembly and religious places of worship, such as Buddhism, Christianity and Islam can be found throughout Bangkok. Hotels will be able to advise service times.

12.4 Language

Thai is the official language of Thailand.

12.5 Currency

The Thai currency is the Thai Baht (฿). Notes come in denominations of ฿20, ฿50, ฿100, ฿500 and ฿1000, and coins in 25 satang, 50 satang, 1, 2, 5 and 10 Baht. No other currencies can be used.

1 USD is approximately 38.08 Baht (as of 18th October, 2022).

12.6 Credit Card and ATMs

Major credit cards (Visa and Master Card) are accepted at hotels, shopping malls and restaurants. However, some small shops and restaurants may accept only cash and mobile payment.

ATMs are widely available, including in the National Assembly building.

12.7 Time Zone

Bangkok's time zone is 7 hours ahead of Greenwich Mean Time (GMT): GMT+7.

12.8 Internet

Wi-Fi is available in the meeting venue, cafés, restaurants, shopping malls and hotels. All recommended hotels include free Wi-Fi access for guests. Wi-Fi speed in hotels, cafés and restaurants varies from place to place.

12.9 Electricity and Water Supply

All power sockets in Bangkok provide a standard voltage of 220V with a standard frequency of 50Hz. Power outlets most commonly feature two-prong round or flat sockets.

Tap water in Bangkok is safe to drink. It has been verified to reach WHO standard, however, bottled water is recommended to avoid traveler-related illness.

12.10 Accessibilities

The meeting venue is universal design to facilitate persons with disabilities, and facilities are prepared including wheelchair accessible ramps, elevators and toilets.

12.11 Mobile Phone and SIM Cards

All mobile phone and internet providers in Thailand have 4G/5G network all over the country. Local SIM cards and mobile top up are available for purchase at Suvarnabhumi and Don Mueang airports, the 7-11 convenience stores, and service provider shops throughout the country.

LIST OF APPF-29 RESOLUTIONS AND SPONSORS

No.	Resolution	Co-sponsoring member countries
RES/01	Resolution on parliamentary leadership for peace and the Asia-Pacific and beyond	Republic of Korea, Indonesia and Russian Federation
RES/02	Resolution on strengthening regional multilateralism and addressing issues based on norms and rules of international law	Republic of Korea, Australia and Russian Federation
RES/03	Resolution on promoting people-centered cooperation by guaranteeing human security	Republic of Korea
RES/04	Resolution on peace on the Korean peninsula	Republic of Korea and Japan
RES/05	Resolution on countering terrorism and extremism in the Asia-Pacific region	Russian Federation
RES/06	Resolution on international cooperation for greater economic resilience and inclusive growth after the covid-19 crisis	Republic of Korea, Indonesia and Russian Federation
RES/07	Resolution on accelerating digital economy and enhancing connectivity	Republic of Korea, Australia, Canada, Indonesia, Mexico, the Philippines, Russian Federation and Vietnam
RES/08	Resolution on enhancing economic integration and promoting trade in the region	Republic of Korea, Japan, Russian Federation and Vietnam
RES/09	Resolution on the role of parliaments in balancing disease control, economy, and human rights, and ideas for inter-parliamentary cooperation	Republic of Korea, Australia and Mexico
RES/10	Resolution on joint parliamentary action in pursuing response to climate change and for sustainable development	Republic of Korea and Indonesia
RES/11	Resolution on improving understanding of cultural diversity in the Asia-pacific	Republic of Korea and Russian Federation
RES/12	Resolution on promoting gender-sensitive covid-19 response and post-pandemic recovery	Republic of Korea, Australia, Russian Federation and Vietnam
RES/13	Resolution on achieving gender equality by increasing women's participation and representation	Republic of Korea, Canada, Indonesia, Mexico, Russian Federation and Vietnam