



CENTRAL ASIA REGIONAL ECONOMIC COOPERATION (CAREC)
Workshop on Transport and Trade Facilitation
Corridor Performance Assessment and Monitoring
23–24 February 2009 • Guangzhou, People's Republic of China

INFORMATION NOTE ON SEMINAR ARRANGEMENTS

This Information Note describes the various arrangements made for Seminar participants. If you have questions on matters not mentioned in this Note, please contact the CAREC Trade Facilitation Secretariat by email at yqian@adb.org, or rmanalo@adb.org

■ **Duration and Venue of the Seminars**

The Seminar will be held from 23–24 February 2009 at the

White Swan Hotel

广州白天鹅宾馆

No. 1 Southern Street

Shamian Island, Guangzhou, 510133 People's Republic of China

Tel. No. (86-20) 8188-6968

Fax No. (86-20) 8186-1188

From 23 February (Monday) to 24 February (Tuesday), all sessions will begin at 9:00 and will end at 17:00, inclusive of coffee breaks, lunch and dinner at River Garden Coffee Shop, 1st Floor, Main Building. The Seminar venue will be at White Swan Hotel Convention Centre, 3rd Floor, Main Building.

■ **Hotel Accommodations**

- Accommodations have been arranged for the Seminar participants, resource persons and interpreters at the White Swan Hotel. Included in the hotel package is the daily complimentary breakfast. Following is the location information of the hotel:

No. 1 Southern Street

Shamian Island, Guangzhou, 510133 People's Republic of China

Tel. No. (86-20) 8188-6968

Fax No. (86-20) 8186-1188

Email: swan@whiteswanhotel.com

- Kindly note that the accommodation of the participants, resource persons and interpreters will be shouldered by Asian Development Bank (ADB). All incidental expenses incurred (e.g. telephone calls, internet use, laundry, etc.) **will be charged to the personal accounts of participants and resource persons**, upon check-out and will not be reimbursed by ADB.

■ **Airport/Hotel Transfers**

- Transfers from the airport to and from the hotel will be arranged for all the participants, resource persons and interpreters. Upon Customs clearance and as you come out of the airport, please locate the hotel representative holding an “ADB CAREC” sign.

- The New Guangzhou Baiyun International Airport is located on the border of the northern Renhe Town, Baiyun District, and the eastern Xinhua Town, Huadu District. It is about 28 km (17.4 miles) from the airport to downtown Guangzhou.

■ In City Transportation

- Taxi: the flat rate for taxis in Guangzhou is 7 Yuan for the first 2.3 km (about 1.4 miles) and then 2.2 Yuan or 2.6 Yuan per km. (*Note: the toll fee is passengers' responsibility*).
- Don't expect much help from taxi or bus drivers if you don't speak any Mandarin or Cantonese. Most don't speak English. It's best to have your destination written out in Chinese characters.

■ Registration

- Seminar kits and IDs will be distributed upon check in at the hotel or you may collect these materials from the Seminar Secretariat Room at Jade River Restaurant Function Room #5, 3rd Floor that will be stationed starting 22 February 2009.

■ Subsistence Allowance

- Payment of daily subsistence allowance and other miscellaneous expenses for the participants, resource persons and interpreters will be made by ADB. Said payment will be made upon submission of the following documents: passport, airline ticket, official receipt for airline tickets, used boarding passes, and other supporting receipts. The secretariat will need a photocopy of these documents for accounting purposes. For your convenience, we will provide in you a brown envelope, where you can put all these documents for submission to Ms. Ambie Manalo, ADB Consultant.

■ Roundtrip Airfare

- To the extent possible, we have arranged for funds to be transferred to the respective ADB resident missions for the purchase of roundtrip airline tickets for government participants. For those who will request for reimbursement of their air tickets, please get in touch with Ms. Ambie Manalo. Kindly provide original copy of proof of payment for the air tickets and used boarding pass.

■ Miscellaneous Travel Expenses

- ADB will reimburse visa fees (if applicable) and other miscellaneous expenses upon submission of official receipts and other supporting documents to Ms. Ambie Manalo.

■ Travel Assistance

- The hotel concierge can provide assistance in reconfirming and rebooking flights or please apply to the Secretariat as early as possible.

■ Business Center

- Business Center is located at the 2nd floor of the Hotel.

■ Internet Services

- Guest rooms have free internet access.

■ Currency and Credit Card

- The currency in PRC is the Renminbi Yuan. The exchange rate is 6.84/US\$ 1 (as of February 2009). *Credit cards and traveler's checks are accepted in most hotels, restaurants and shops in Guangzhou.*

■ Time Zone

- Guangzhou time zone is GMT +8.

■ Weather

- Guangzhou is located in China's subtropical area with an all-year pleasant climate. The average year-round temperature is 22 degrees Centigrade. Guangzhou's spring is humid and rainy; summer is a little hot with occasional typhoons. Temperature in autumn is very moderate, cool and windy. Winter is a little chilly but short. Sweaters are sufficient.

■ Meeting Secretariat

- For assistance on all matters concerning the Seminar and related meetings, please inquire from the Secretariat stationed at the Jade River Restaurant Function Room # 5, 3rd Floor from 19–21 February 2009.

■ Safety and Security

- The level of personal security in Guangzhou is relatively poor with pickpockets and the like rife in certain areas. Visitors are advised to be vigilant when it comes to taking care of personal belongings such as wallets, handbags, cameras and laptop computers, particularly on buses and in crowded public areas.

■ Places to Visit

The White Swan Hotel is located on the historical Shamian Island and overlooking the swan lake of the Pearl River. It is only 10–15mins to the city centre while the subway station is within 10 mins walk. There are also several places to visit in Guangzhou which can be easily reached by taxi and train as follows:

- ✦ **Chen Clan's Academy**, sitting in the west town of Guangzhou, is just most recommendable build-up of folk art and tradition of the city. Transportation going there is through Subway (line 1) Stop of Chen Jia Ci (Chen Clan's Academy) You can also take buses 85, 88, 104, 107, 128 (Gaoji Stop), 268 (Chen Jia Ci)
- ✦ **Beijing Road Commercial Pedestrian Street**, is the busiest street in Guangzhou with many big shops selling a variety of goods ranging from small commodities to garments, books to stationeries, domestic or imported.

- ✦ **Shangxiajiu Commercial Pedestrian** which has 238 various shops. It is one of Guangzhou's three important business areas and a tourist shopping zone of Guangzhou folk feature.
- ✦ **The Zhenhai Building (Guangzhou Museum)**, situated in the Yue Xiushang small coiled dragon post. This building is also called "Wanghailou" because at that time the Zhuhai river course really extended, therefore, "Wangjiang" will become "the watcher". It is open daily from 9:00 to 17:00. Tickets are sold up to 17:00
- ✦ **The Museum of the Mausoleum of the Nanyue King**, was discovered by chance in June 1983 at a construction site in the Xianggang Hill in Guangdong Province. It's displays reflects all-roundly situation in society, politics, military, economy and culture, etc. during the time in the Nanyue Kingdom in the western Han Dynasty. It is open from 9:00 to 17:30. Transportation going there are bus numbers 7, 24, 58, 87, 244, 273, 182, 519, 528, 552, 103, 105, 108, 109, 110, Jiefang and Metro line 2, Yuexiu Park Station Exit.
- ✦ **Liurong Temple**, is situated on the Liu Rong Road, Building in 537. It is renowned Buddhist cultural site. The temple enshrines three large Buddhist statues and is the biggest copper Buddhist statues in Guangdong province. It is open from 8:00 – 17:00