



PLANNING WORKSHOP ON
**Impact-Based Forecasting
and Climate Services**

21-24 January 2025 | Bangkok, Thailand

LOGISTIC NOTE

<p>Overall Programme and Technical Sessions</p>	<p>Dr. Anshul Agarwal, Lead-SAHF, CARE Component 1 anshul@rimes.int</p> <p>Ms. Kousalya V Kumar, Training Coordinator, CARE Component 1 kousalya@rimes.int</p>
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<p>Finance/Reimbursements</p>	<p>Mr. Ittiwat Suwanchawee, Project Accountant ittiwat@rimes.int</p>

Thailand Visa/Entry Requirements:

International travellers to Thailand should arrange for entry visas prior to travel at the closest Thai Embassy or Consulate. Some nationalities can obtain a visa on arrival at Bangkok Suvarnabhumi International Airport. Please kind check the specific visa requirements for your country.

Arrival & Departure Days:

Participants are advised to arrive in Bangkok by Monday, 20 January 2025, and depart on or after Friday, 24 January 2025.



Airport Transfer:

Airport pick-up and drop-off is arranged. Upon arrival at Suvarnabhumi International Airport, after passing the immigration check point and baggage claim, please proceed towards the **meeting point at Gate 3 where our representative will meet you with RIMES logo signage.**

Weather:

January in Bangkok is pleasantly warm and less humid, with daytime temperatures around 26–30°C and nighttime temperatures around 20–24°C. Rain is rare during this month.

Dress Code:

Business-casual attire is recommended for the workshop.

Please avoid wearing sports shoes and t-shirts.

Foreign Exchange:

- **Currency:** Thai Baht (THB)
- **Current Exchange Rate:** Approximately 1 USD = 34.763 THB (as of January 2025).
- Currency exchange services are available at Suvarnabhumi International Airport, the hotel, and authorized centers in shopping malls and BTS Skytrain stations.

Business Hours in Thailand:



- **Government Offices & Tourist Attractions:** Open Monday to Friday, 08:30 AM – 4:30 PM
- **Banks:** Open Monday to Friday, 08:30 AM – 03:30 PM; some branches in malls is open daily, 10:30 AM – 07:30 PM
- **Museums & Art Galleries:** Open daily, 09:00 AM – 04:00 PM, closed on Mondays and public holidays.
- **Restaurants:** Vary in hours, some open 24 hours
- **Department Stores:** Open daily, 10:00 AM – 10:00 PM
- **BTS Skytrain & MRT Metro Train:** Open daily, 06:00 AM – 12:00 AM

Accommodation:

Holiday Inn Bangkok

A single room reservation is made for you; this includes breakfast and wireless internet connection. RIMES will cover the participant's accommodation, breakfast, and lunch (during the workshop). All other expenses such as additional guest, phone calls, minibar, and laundry will be charged to the participant.

Complimentary breakfast is available daily at the Ginger Restaurant (lobby level) between 06:00 AM - 10:30 AM.

 <p>Holiday Inn AN IHG HOTEL</p> <p>Holiday Inn Bangkok Address: 971 Phloen Chit Road, Lumpini Bangkok, 10330 Thailand</p> <p>Front desk: 66-2-6561555 Email: holidayinn.bkkpc@ihg.com</p>	
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Access the Hotel by Public Transport:

- **Nearest BTS Station:** Chit Lom Station
- **Directions:** The hotel is a 5-minute walk from Chit Lom BTS Station, accessible via the Skywalk leading directly to Phloen Chit Road.

Meeting Room:

The workshop will be held in the **Platinum 1**, Lobby Floor of the Holiday Inn Bangkok (Intercontinental side)

Registration:

Registration will start from 08:30 AM on Tuesday, 21 January 2025. The registration desk will be in the foyer of the Platinum 1.

Tea, Coffee Breaks, and Lunch:

- **Tea & Coffee Breaks:** Served at the foyer outside the Platinum 1, Lobby Floor
- **Lunch:** Served at Ginger Restaurant, Lobby Floor (Holiday Inn side)

Opening Session:

The opening session will start promptly at 09:00 AM on 21 January 2025.

Nearby Attractions:

- Erawan Shrine: A famous Hindu shrine within a 5-minute walk.
- CentralWorld Mall: One of the largest shopping malls in Bangkok, 10 minutes on foot.

- Siam Paragon Mall: Luxury shopping and dining, accessible within 15 minutes via BTS.
- Jim Thompson House: A historic museum, a 20-minute BTS ride away.

Event Documentation:

Please be advised that the organizers will be taking photo and video documentation throughout the event. These assets may be used by SAHF and its partner agencies' information and communication materials. Should you wish not to be photographed or recorded on video, please approach our Secretariat during the registration on January 21st.