



ESCAP/WMO
Typhoon Committee

FOR PARTICIPANTS ONLY

ESCAP/WMO Typhoon Committee

Forty-third Session of Typhoon Committee

17-22 Jan. 2011
Jeju, Republic of Korea

INFORMATION NOTE FOR PARTICIPANTS

Schedule of meetings

1. The Forty-third Session of the Typhoon Committee is scheduled to be held at "The Shilla Jeju hotel" in Seogwipo city, Jeju, Korea from 17 to 22 January 2011. The official opening ceremony will be held at 0900 hours on 17 January 2011.

2. Subject to confirmation by the Committee, the daily schedule, except for the opening meeting, will be as follows:

0830 to 1200 hours

1400 to 1700 hours

Registration

3. Participants attending the Forty-third Session of Typhoon Committee are strongly encouraged to register online at <http://web.kma.go.kr/eng/index.jsp> by clicking the banner first and signing in with the following login name and password: **Login: typhoon, Password: tcs2011**. Participants who register online do not need to submit a separate registration form to ESCAP and the Typhoon Committee Secretariat.

Online registration will open on 1 December 2010.

Badges

4. Participants are requested to wear the identification badges they received upon registration at all times during the Meeting and official functions.

Visa/Entry Requirements

5. Visitors to the Republic of Korea must have a passport valid for at least 6 months and confirmed round-trip tickets. Any participant from countries with no diplomatic relations or no special visa exemption arrangement with Korea should obtain an entry visa before entering the country. When uncertain as to entry visa requirements for Korea, please contact your local Korean Embassy or consulate as soon as possible. For more information, please visit the Ministry of Foreign Affairs and Trade of the Republic of Korea at <http://www.mofat.go.kr/english/main/index.jsp>. Most Members, e.g. Cambodia (official passport); Hong Kong, China; Japan; Lao PDR (official passport); Macao, China; Malaysia; the Philippines (official passport); Singapore; Thailand; the United States; Vietnam (official passport) are under visa exemption.

Local Climate

6. Jeju Island has two cities—Jeju city in the north and Seogwipo city in south. Both cities have an oceanic climate under the influence of the warm Kuroshio Current. The 43rd TC Session will be held in Seogwipo city from 17-22 January 2011 during the winter season, which is typically characterized by heavy snowfall and strong wind. The climate data for January in Seogwipo city are as follows:

Mean precipitation: 59.4mm

Mean humidity: 64.8%

Mean temperature: 6.6°C

Max. temperature: 10.5°C

Min. temperature: 3.2°C

Currency and exchange

7. The monetary unit of the Republic of Korea is the Korean Won (KRW). Foreign currency and traveler's checks are exchanged into Korean Won at foreign exchange banks and other authorized money exchange service providers. Exchange rates are subject to market fluctuations. One U.S. dollar is equivalent to 1,135 KRW as of 1 November 2010. Credit cards, including VISA, American Express, Diner's Club, MasterCard and JCB, are accepted at hotels, department stores, and most shops and restaurants. Banking hours are generally from 9:30 a.m. to 4:30 p.m. on weekdays; all banks are closed on weekends.

Hotel Accommodation & Reservation

8. Participants are responsible for their hotel reservations. The Korea Meteorological Administration (KMA) has reserved a block of rooms at the Shilla Jeju hotel, the session venue (Please see appendix D), at the very special discounts. Participants must place their reservations **before 16 December 2010** to be eligible for the special rates. KMA has also negotiated special rates with two additional hotels for this Session. Please note also that rates may differ for reservations placed after the deadline.

• Option 1: The Shilla Jeju (Session venue)

This hotel is located at a 50-minute distance by car from Jeju International Airport, and is the venue for the 43rd Session of Typhoon Committee. In order to place a reservation, completed reservation forms (see **Appendix A**) must be sent via email (or fax) to the Local Organizing Committee (LOC) or directly to the hotel. Please refer to the hotel information below:

-Address: 3039-9, Saekdal-dong, Seogwipo, Jeju, Korea

-Website: <http://www.shilla.net/en/jeju/index.jsp>

-Telephone: +82-2-2230-3685, Fax: +82-2230-3687

-Email: jeju.reserve@samsung.com (Ms. Jung Shim KIM)

-Room Rate/Night (included breakfast, not included 10% service charge and 10% tax)

: Single Mountain view: KRW 155,000 (~US\$132.16, 1 USD = 1,135 KRW)

: Twin/double Mountain view: KRW 175,000 (~US\$154.19)

: Single Ocean view: KRW 205,000 (~US\$180.62)

: Twin/double Ocean view: KRW 225,000 (~US\$198.24)

• Option 2: The Suite Hotel Jeju

Suite Hotel Jeju is within walking distance (5 minutes) to the session venue. Rooms are available at a rate of KRW 125,000 per room per night, including breakfast, service charge and tax. This rate only applies to participants who make their reservations using the reservation form in **Appendix B**. Completed reservation forms should be sent directly via email to (helper@suite.co.kr) or fax (+82-64-738-8080).

-Website: http://www.suites.co.kr/index_eng.html

-Tel: +82-64-738-3800, Fax: +82-64-738-8080

• **Option 3: Jeju Hana Hotel**

Jeju Hana Hotel is within walking distance (10-15 minutes) to the session venue, with rooms available at a rate of KRW 80,000 per room per night, including breakfast, service charge and tax. This rate only applies to participants who make their reservations using the Jeju Hana Hotel reservation form in **Appendix C**. Completed reservation forms should be sent directly to the hotel via email (hotelhana@hotmail.com) or fax (+82-64-738-7015).

-Website: http://www.hotelhana.co.kr/html/eng/in_010.asp

-Tel: +82-64-738-7001, Fax: +82-64-738-7015

Airport Transfer and Transportation

9. Participants will be met on arrival at the Jeju International Airport, Jeju, Korea, and transportation will be provided from the airport to the hotel of their choice. As the LOC will coordinate pickup arrangements, participants are requested to inform the LOC well in advance of any changes to their flight schedules as specified on the submitted registration form. Participants who want to arrive at the hotel by him/herselves, may also use the airport “limousine (Bus No. 600)”, which departs at Gate No. 1 of the Jeju International Airport. The fare is KRW 3,900, and the limousine runs every 15-18 minutes from 06:20 to 22:00.

10. Participants who fly in through Seoul/Incheon International Airport need to transfer to Gimpo Airport to take a domestic flight to Jeju International Airport. Options for the transfer (from Seoul/Incheon International Airport to Gimpo Airport) include the Korean Air Line (KAL) limousine or airport limousine. The transfer takes approximately 40 minutes and the fare is KRW 7,000. Information on the “limousine” stations and schedules (from Seoul/Incheon International Airport) are as follows.

KAL Limousine: Gate No. 11A; operation time: 05:10-22:22, every 15-20 min;

Airport Limousine: Gate No. 10A; operation time 05:20-21:00, every 15-20 min.

For more information about the transportation to Airport, please see <http://www.airport.kr/eng/>

Electricity and Mobile Phone Connection

11. *Electricity:* The power system in Korea is generally 220 volts and 60Hz. Plugs have two cylindrical pins (CEE7/16, Schuko (CEE7/4) type plugs). An adaptor or transformer may be required for foreign-made appliances.

12. *Mobile phone connection:* Given that the host country has adopted the CDMA system, mobile telephones with GSM configuration will not function unless your operator has signed a roaming agreement with the Republic of Korea that enables you to use your own SIM card and hence keep your own mobile number on a handset from a local renter. For further details, please visit the website of the largest Korean mobile carrier, SK Telecom, at <http://www.skroaming.com/en/index.html>, or contact your local service provider.

Excursion and Visit to KMA headquarters

13. A Half-day excursion (21 January) and a visit to KMA headquarters (22 January - Optional)

A half-day excursion will be arranged for all participants on Friday, 21 January 2011 (tentative schedule). LOC will provide further details at a later date. LOC will also try to arrange a visit to the KMA headquarters in Seoul in the afternoon after the closing of the Session on Saturday, 22 January 2011. It is planned in the program that the Session will be closed in the morning on 22 January (Saturday), there will be some free time on Saturday afternoon before participants return to their home country. Participants, who wish to visit the KMA headquarters and stay in Seoul on Saturday night, should notify the LOC and make detailed arrangement with the LOC before or during the session period. LOC will provide assistance for the hotel reservation in Seoul for those who will visit KMA on Saturday. When you make flight reservation, please be careful of your departure time and airfare if you intend to visit KMA. It takes about 40-50min from KMA headquarters to the Gimpo Airport, and 70-80min from KMA HQ to the Seoul/Incheon International Airport. Transportation will be provided between the Gimpo Airport and KMA and vice versa, as well as a small

reception in Seoul on Saturday evening.

Information and Contact Details of Local Organizers

14. For any queries regarding the local arrangements, please contact the Local Organising Committee:

Mr. HeeDong YOO (hyoo@kma.go.kr), Director of Numerical Model Development
Mr. TaeRyong KIM (trkim@kma.go.kr), Director of National Typhoon Center
Korea Meteorological Administration
1622-1, Hannam-Ri, Namwon-eup, Seogwipo, Jeju,
699-948, Republic of Korea
Tel.: +82-64-801-0200
Fax: +82-64-805-0366

Working Language of the Meeting

15. The meeting will be conducted in English and all documentation will be in English. No interpretation service will be available.

Appendix:

- A: Hotel Reservation Form for the Shilla Jeju Hotel
- B: Hotel Reservation Form for the Suite Jeju Hotel
- C: Hotel Reservation Form for the Jeju Hana Hotel
- D: Location Map of Venue and Hotels

Appendix A: Hotel Reservation Form for the Shilla Jeju Hotel

HOTEL RESERVATION FORM

The 43rd UNESCAP/WMO Typhoon Committee Session in January 17-22, 2011** Please fax or e-mail completed hotel reservation form to the hotel directly by December 17, 2010.*☐ Prof. ☐ Dr. ☐ Mr. ☐ Ms.

Title: _____ First Name: _____ Last Name: _____

Institute/Affiliation: _____ Country: _____

Telephone: _____ Fax: _____ E-mail: _____

Room	Room Type		Room Rate	No. of Room	Reservation
Standard Room	<input type="checkbox"/> Single Mountain View	for 1 person	KRW155,000		Tel. +82-2-2230-3685 Fax. +82-2-2230-3687 E-mail jeju.reserve@samsung.com URL: www.shilla.net/jeju
	<input type="checkbox"/> Twin <input type="checkbox"/> Double Mountain View	for 2 person	KRW175,000		
	<input type="checkbox"/> Single Ocean View	for 1 person	KRW205,000		
	<input type="checkbox"/> Twin <input type="checkbox"/> Double Ocean View	for 2 person	KRW225,000		

*** Hotel Room Rates are valid from January 16 to January 23, 2011.**

- All room rates are per room per night, and included breakfast, not included 10% service charge, 10% tax.
- In order to secure your reservation, one night deposit is required in advance. If you wish to guarantee your room with your credit card, you must include the card number, expiration date and signature on this form.

Check-in	Date : Time:	Check-out	Date : Time:
Sharing With	<input type="checkbox"/> Mr. <input type="checkbox"/> Ms.	<input type="checkbox"/> Mr. <input type="checkbox"/> Ms.	

- Additional person or extra bed will be charged in accordance with hotel policy.

Payment

☐ Credit Card

* If you made deposit using a credit card, we will not charge you until pay for the remaining sum.

VISA () Master () AMEX () Diners () Others ()

Card Number :

Card Holder's Name :

Expiration Date :

** I agree that my reservation is guaranteed with my credit card information described above, and I will settle all hotel charges*

Cancellation Policy:

For guaranteed reservations, one night room per confirmed booking will be applied in case the guests do not show up on the scheduled arrival date or any amendment made without 48 hours prior notice to the hotel.

Contact us:

Ms. Jung Shim KIM :

Tel. +82 2 2230 3685 Fax. +82 2 2230 3687

E-mail : jeju.reserve@samsung.com

Appendix B: Hotel Reservation Form for the Suite Hotel Jeju

HOTEL RESERVATION FORM

ESCAP/WMO Typhoon Committee 17-22 January 2011, Jeju, Korea

** Please fax or e-mail completed hotel reservation form to the hotel directly by December 20, 2010.*

☐ Prof. ☐ Dr. ☐ Mr. ☐ Ms.

Title:

First Name:

Last Name:

Institute/Affiliation:

Country:

Telephone:

Fax:

E-mail:

Room	Room Type		Room Rate	No. of Room	Reservation
Superior Room	<input type="checkbox"/> Single	for 1 person	KRW 125,000		Tel. : +82-64-738-3800 Fax. : +82-64-738-8080 E-mail : helper@suites.co.kr URL: http://www.suites.co.kr
	<input type="checkbox"/> Twin <input type="checkbox"/> Double	for 2 person	KRW 140,000		

* Hotel Room Rates are valid from January 17 to January 25, 2011.

* If you book the hotel on weekend (22nd, 23rd, Jan / Fri, Sat), there's a extra payment surcharge can be added
(KRW 40,000 / per night)

- All room rates are per room per night, and include breakfast.
- The above room rate includes 10% service charge and 10% tax.
- In order to secure your reservation, one night deposit is required in advance. If you wish to guarantee your room with your credit card, you must include the card number, expiration date and signature on this form.

Check-in	Date : Time:	Check-out	Date : Time:
Sharing With	<input type="checkbox"/> Mr. <input type="checkbox"/> Ms.	<input type="checkbox"/> Mr. <input type="checkbox"/> Ms.	

- Additional person or extra bed will be charged in accordance with hotel policy.

Payment

☐ Credit Card

* If you made deposit using a credit card, we will not charge you until pay for the remaining sum.

VISA () Master () AMEX () Diners () Others ()

Card Number :

Card Holder's Name :

Expiration Date :

** I agree that my reservation is guaranteed with my credit card information described above, and I will settle all hotel charges*

Cancel Policy :

- Up- to 10days before the first night of stay ----- Free of Charge
- 9 to 7 days before ----- 30% of daily room charge
- 3 to 6 days before ----- 50% of daily room charge
- Fewer than 2 days before, or not notice given (No-Show) ----- 100% of daily room charge & 50% of Second night room charge

Contact us:

Tel. +82-64-738-3800

Fax. +82-64-738-8080

E-mail : helper@suites.co.kr

Appendix C: Hotel Reservation Form for Jeju Hana Hotel

ESCAP/WMO Typhoon Committee 17-22 January 2011, Jeju, Korea

HANA HOTEL RESERVATION FORM

Fax to :	Jeju Hana Hotel
	Reservation Center (HER Young Marn) Tel : +82-64-738-7001 Fax : +82-64-738-7015 E-mail : hotelhana@hotmail.com Home Page : http://www.hotelhana.co.kr

Please confirm the following room reservation:

Ms.	Mr.	Last Name :	First Name :
Title :			
Company :			
Address :			
Zip Code :		Country :	
Tel :		Fax :	
E-mail :			
Arrival Date		Departure Date	
Flight Number (if known)		Arrival Time (if known)	
Room Type		Double (one bed) <input type="checkbox"/> Twin (two beds) <input type="checkbox"/> Deluxe <input type="checkbox"/> Family suite <input type="checkbox"/> One person <input type="checkbox"/> Two persons <input type="checkbox"/> Three persons <input type="checkbox"/> Breakfast <input type="checkbox"/>	

* Service charge and tax are included in the room charge

* Breakfast (morning buffet) is included in the room charge

- Your room rate: double (One person or two persons) = KRW 80,000 per night
- Twin (one person or two persons) = KRW 80,000 per night
- Deluxe double = KRW 120,000 per night
- Korean-style grand ondol room = KRW 120,000 per night
- Family suite (2 rooms, 3 beds and 1 small reception room) = KRW 140,000 per night

Booking Guaranteed:

Card Type :		Card No. :	
Name on Card :			
Signature :		Exp. Date :	

* Reservation cut-off date: 17 December 2010

- After 18 December 2010 regular rates will be applied to all reservations.
- Cancellation policy: A cancellation charge is applied to all cancellations made within 24 hours of check-in; one night's rate will be charged.

* Transportation

- Jeju Hana Hotel is located 50 minutes from Jeju International Airport by airport "limousine".
- The "limousine" bus (No.600) runs every 15 minutes (from 06:45 am to 10:00 pm) and the fare is KW 3,900

* Jeju Hana Hotel is located between Lotte Hotel Jeju and Shilla Hotel

Appendix D: Location Map of Venue and Hotels

