



Seventh Economic Corridors Forum
“Fostering Pragmatic Cooperation towards the Future of
GMS Economic Corridors”
10-11 June 2015 • Kunming, People’s Republic of China

INFORMATION NOTE

(As of 8 May 2015)

I. MEETING VENUE AND ACTIVITIES

Yunnan Convention Center

No. 5, Guan Jing Rd., National Tourism Area of Dianchi, Kunming, PRC

Tel. No.: (86 871) 643 117 65

Fax No.: (86 871) 639 050

34

Website: www.ynhuitang.com/

A. GMS Senior Officials’ Meeting (SOM)

10 June 2015, 1400 – 1800

Meeting Room A105 (TBC)

**B. Courtesy Meeting with H.E. Mr. Li Yuanchao, Vice President of PRC
(Head of Delegation + One Senior Official)**

11 June 2015, 0900 – 0930

Orchid Hall

C. Seventh GMS Economic Corridors Forum (ECF-7)

11 June 2015, 0930 – 1730

Lily Hall

(Refer to the forum program-agenda for more details.)

II. RECEPTIONS AND SOCIAL FUNCTIONS

Date/Time	Event	Venue
10 June, 1240	Lunch	InterContinental Kunming (TBC)
10 June, 1900	Cocktail Reception hosted by ADB	Butterfly Bar InterContinental Kunming
11 June, 1230	Luncheon hosted by the Ministry of Commerce of the People's Republic of China	InterContinental Kunming (TBC)
11 June, 1830	Dinner Reception hosted by the Yunnan Government	(TBD)

III. HOTEL ARRANGEMENTS

InterContinental Kunming

No. 5, Yi Jing Road, National Tourism Area of Dianchi, Xishan District, Kunming, PRC

Block reservation has been made at the InterContinental Kunming for the meeting participants with the following rates:

Room Type	Rates (Single- Occupancy)
Superior King	CNY 960
Deluxe King	CNY 1,060
Superior Suite	CNY 2,880

Note: The above room rates are net (inclusive of taxes and service charge) and include one buffet breakfast daily and complimentary internet access in the rooms. Official hotel check-in time is at 1500 hours and check-out is at 1200 hours. Guests who wish to occupy the room before 1500 hours must book the room the night prior to arrival date. Late check-out is subject to room availability and shall be charged 50% of room rate for check-out after 1200 hours and before 1800 hours. A full night charge will apply for check-out after 1800 hours.

ADB-sponsored participants. ADB will finance the cost of basic hotel accommodation for single/Superior King Room (CNY 960) with breakfast and complimentary internet access for up to 3 nights (9-11 June) for SOM and ECF-7 participants and 2 nights (10-11 June) for ECF-7 participants. Should a participant wish to stay in a higher category room,

participant will pay the difference between the cost of Superior King Room and cost of chosen room category. Incidental expenses (i.e., telephone calls, laundry, food/drinks, minibar) and late check-out fee will be charged to the personal account of the participant.

Self-financed participants. Due to currently high occupancy rate in the hotel, only a limited number of rooms at the above quoted rates were allocated by the hotel. Reserved rooms will be available on a first come, first served basis. Should you wish to stay at Intercontinental Kunming make your booking online (weblink to be provided by hotel by 11 May 2015).

Please contact the GMS Secretariat should you need assistance with reservations in InterContinental Kunming or other hotels.

IV. INTERNATIONAL TRAVEL BOOKING

ADB Resident Missions (ADB RM) in Cambodia, Lao PDR, Thailand, and Viet Nam will help arrange the air tickets of ADB-sponsored participants from the respective countries using the most direct route from and to the participant's city of origin. Travel arrangements for Myanmar participants will be done from ADB Headquarters in Manila. Information on flight itineraries and ticket arrangements will be communicated to participants directly by respective ADB RM representatives.

All ADB-sponsored participants are requested to submit a copy of air ticket, copy of passport photopage and original boarding passes to Ms. Joey Duque-Comia of ADB at the GMS Secretariat Room (Yunnan Convention Center) or during registration.

ADB-sponsored participants who purchased their own tickets will be reimbursed upon presentation of the air ticket, original boarding passes and original official receipt issued by the travel agency (or a copy of their credit card billing statement). Please note that ADB will reimburse the cost of the most direct route only. Should there be any deviation from the standard provisions, please communicate with the GMS Secretariat prior to purchasing the tickets.

V. AIRPORT FACILITATION

Each GMS country delegation is requested to designate for each arriving batch of delegates, a coordinator who will work with the PRC liaison staff on airport facilitation

matters. The Government of PRC will send staff to welcome and assist the delegates at Kunming Changshui International Airport.

VIP arrival/departure courtesies (provision of VIP lounge, baggage retrieval assistance, and customs and immigration facilitation) will be provided to the GMS Ministers/Heads of Delegations and ADB Vice President. A liaison officer will be assigned to the Head of each country delegation throughout the meeting.

VI. TRANSPORT ARRANGEMENTS

PRC will provide airport-hotel-airport transportation service for each GMS country delegation. One car will be assigned to the Head of Delegation throughout the whole stay in Kunming. One van will be provided to the rest of the country delegation for transportation while in Kunming.

The liaison officers (Annex A) will meet the GMS Ministers/Heads of Delegation and ADB Vice President upon arrival at the airport and lead them to their assigned car.

For proper coordination, participants are requested to immediately notify the GMS Secretariat/Coordinator and liaison officer of any change in their flight itineraries.

Participants may also make their own transportation arrangements at the taxi counter at the arrival area of the airport. Airport taxi costs are fixed at CNY120 (\$19) for a sedan. Shuttle bus fare is at CNY25 (\$4). Taxi ride to the city center takes about 40 minutes.

VII. REIMBURSEMENT OF TRAVEL CLAIMS AND ALLOWANCES

The ADB-sponsored participants will be given daily subsistence allowance and a fixed allowance for miscellaneous travel expense (for those taking international flights) to cover visa processing fees, airport taxes, airport transfers, ticket reconfirmation fee, and lay-over expenses. In order to claim these allowances, the ADB-sponsored participants are kindly requested to submit the following documents:

- Copy of air tickets;
- Copy of passport photopage;
- Original boarding passes; and
- Original official receipt for purchase of air ticket or a copy of credit card billing statement (if ticket was purchased directly by the participant).

Please submit travel documents to Ms. Joey Duque-Comia of ADB at the GMS Secretariat Room (Yunnan Convention Center) or during registration for processing of claims.

VIII. MEETING PROCEDURES

A. REGISTRATION AND IDs

Pre-Forum Registration. GMS country participants are requested to submit a completely filled out registration form with photo (Annex B) to the GMS Secretariat **by 20 May 2015.**

Development Partners and GMS Business Forum participants are required to submit the registration form **by 25 May 2015.**

Official IDs will be distributed through liaison officers of each country delegation or may be claimed during onsite registration.

Onsite Registration. Forum registration on 10 and 11 June will start at 0830 hours at the foyer outside the meeting room.

B. MEETING DOCUMENTS

Meeting documents and reference materials will be emailed in advance to confirmed participants. Participants may also get e-copies of the documents from the GMS Secretariat. Participants are requested to bring own thumb drives for copying documents from the GMS Secretariat. Select documents will be available at the GMS website (<http://www.adb.org/countries/gms/main>). Participants who need hard copies of meeting documents are requested to print their own.

C. MEETING-RELATED SERVICES

The following services are available to the meeting participants:

- GMS Secretariat Room (9-11 June): TBD
- Ministers' Holding Room (11 June): TBD
- Medical Room (9-11 June): TBD

IX. SECURITY AND PROTOCOL

GMS country delegations are requested to coordinate with the Yunnan Province Liaison Officers (Annex A) for all security and protocol arrangements during the meetings. In particular, GMS countries are requested to inform the Yunnan Province Government in advance:

- If the GMS Minister/Head of delegation will be accompanied by his own security personnel; and
- If media representatives from the GMS country will accompany the Minister/Head of delegation and/or the delegation.

Only IDs issued by the GMS Secretariat will be recognized for purposes of registration and entry into the meeting venues at the Yunnan Convention Center. Participants are requested to wear their IDs at all times throughout the meetings.

X. COMMUNICATIONS-RELATED

Please be informed that the medium of communication for the ECF-7 is English and that no translation services will be provided. Should a country delegation require a simultaneous translator, concerned country is requested to provide a translator and confirm this with the country's liaison officer (Annex A) **by 25 May, 2015**.

XI. MEETING COORDINATORS

MR. LIU XIANG

Deputy Director
Department of International Trade
and Economic Affairs
Ministry of Commerce
PRC
Tel. No.: (86 10) 651 972 03
Fax No.: (86 10) 651 979 80
E-mail: liuxiang@mofcom.gov.cn

MR. CUONG MINH NGUYEN

Principal Regional Cooperation Specialist
Regional Cooperation and Operations
Coordination Division
Southeast Asia Department
Asian Development Bank
Tel No.: (63 2) 632 5709
Fax No.: (63 2) 632 2226
E-mail: cuongnguyen@adb.org

**For inquiries/clarifications on logistical arrangements, please contact the
GMS Secretariat:**

MS. ROWENA “WENG” SANCIO

Regional Cooperation and Operations
Coordination Division
Southeast Asia Department
Asian Development Bank
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E-mail: rsancio.consultant@adb.org

MS. ALMA “AMY” CANAREJO

Regional Cooperation and Operations
Coordination Division
Southeast Asia Department
Asian Development Bank
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Annex A

Liaison Officer Contacts

ADB	Cambodia
<p>Ms. Ding Xiaoying Tel. No.: 86-871-63210288 Fax No.: 86-871-63164603 Mobile No.: 86-13608856877 E-mail: 121159157@qq.com Languages: English and Chinese</p>	<p>Ms. Deng Yuan Tel. No.: 86-871-63103672 Fax No.: 86-871-63149575 Mobile No.: 86-13700620676 E-mail: 771687556@qq.com Languages: English and Chinese</p>
Lao PDR	Myanmar
<p>Ms. Li Zhengying Tel. No.: 86-871-63210159 Fax No.: 86-871-63210091 Mobile No.: 86-13808700709 E-mail: 1625575399@qq.com Languages: English and Chinese</p>	<p>Mr. Peng Shaofeng Tel. No.: 86-871-63162549 Fax No.: 86-871-63131586 Mobile No.: 86-18214559919 E-mail: 515200832@qq.com Languages: Burmese and Chinese</p>
Thailand	Viet Nam
<p>Ms. Chen Xin Tel. No.: 86-871-63164660 Fax No.: 86-871-63149575 Mobile No.: 86-13668710803 Email: cxlldcyd@foxmail.com Languages : English and Chinese</p>	<p>Ms. Zheng Yating Tel. No: 86-871-63210090 Fax No.:86-871-63210090 Mobile No.: 86-18687008221 Email: 421635710@qq.com Languages: Vietnamese and Chinese</p>

Annex B

Seventh GMS Economic Corridors Forum

10-11 June 2015 • Kunming, PRC

PRE-REGISTRATION FORM

Please return this form with photo by **20 May 2015** to:

Ms. Rowena Sancio

Regional Cooperation and Operations Coordination Division

Southeast Asia Department

Asian Development Bank

Tel. No.: (63 2) 632 5195

Fax. No.: (63 2) 636 2226

E-mail: rsancio.consultant@adb.org

cc: acanarejo.consultant@adb.org and palexander@adb.org

Full Name:

(Mr./Ms./Mrs.) _____ (Family Name/Surname),

_____ (First Name/Given Name)

Designation/Job Title:

Name of Ministry/Agency/Organization: _____

Country: _____

Official Address: _____

Passport Number: _____

Tel. No.: _____ Mobile No: _____

Fax No.: _____ E-mail : _____

Arrival Flight Number: _____ Departure Flight Number: _____

Hotel: _____

Note: Please send a photo together with the filled out registration form. The photo should be in JPG\JPE\PNG\GIF format and limited to 50kb-200kb in size.