

# **Logistic Information on**

## **16<sup>th</sup> NOWPAP POMRAC Focal Point Meeting and Regional Workshop “Microplastics abundance in river runoff and coastal waters of the NOWPAP region”**

(October 30 – November 1, 2019, Beijing, China)  
as of September 30, 2019

### **1. Overview**

(a) Organizer: NOWPAP POMRAC

(b) Venue of the Meeting

**Grand Metropark Hotel Beijing,**  
No.2 North Third Ring East Road, Beijing, China.  
Tel : +86 10 6462 2288;

(c) Date: October 30 (Wednesday) – November 1 (Friday), 2019

### **2. Special Events**

Reception party  
Wednesday, October 30, 2019, 18:00 - 20:00 (Grand Metropark Hotel Beijing)  
Participants will be welcomed and have a chance to talk with each other.

### **3. Registration form**

Please fill out and return your registration form to POMRAC by September 30, 2019.  
In case the registration form is received after October 14, 2019, reimbursement for your travel  
will be available through wire transfer in two weeks after the meeting.

Mail to: anna-41093@[mail.ru](mailto:anna-41093@mail.ru), kachur@tgdvo.ru

### **4. Accommodation**

(a) Hotel:

## **Grand Metropark Hotel Beijing,**

No.2 North Third Ring East Road, Beijing, China.

Tel : +86 10 6462 2288;

<http://www.hkctshotels.com/hotels/BeijingNationalMetropark/index.html>

### (b) Room Rate:

Grand Metropark Hotel Beijing has offered the special rate for the meeting attendants:

Single/double bed room US\$ 120 with breakfast

### (c) Others

- Check-in ( 14:00), Check-out (12:00)

All participants kindly requested to inform the Secretariat of your arrival date and time in advance, especially for late check-in.

Accommodation fees are paid to the hotel directly from POMRAC/DINRAC Secretariat. Thus, funded participants are asked to pay only for any personal expenses (e.g. phone calls) upon check-out. Major Credit Cards are accepted.

## **5. Transportation**

All of the participants are requested to arrange transportation on your own to reach Grand Metropark Hotel from Beijing Capital International Airport

### (1) Taxi

Price (one way): ¥ 60.00 CNY

Time by Taxi: about 30 min

### (2) Subway Station Name: Sanyuanqiao Station is located at the Capital Airport Subway Line

Price (one way): 25 CNY

Time by subway: about 20 min plus about 10 min by walk.

## **6. Local Contact**

### **Ms. Ye DING**

Tel (office): +86-10-8494-3028

Fax (office): +86-10-8494-3131

**E-mail:** [dingye@cnemc.cn](mailto:dingye@cnemc.cn)

## **7. Travel Expenses for Funded Participant**

- (a) Those who are funded from NOWPAP Trust Fund (POMRAC Focal Points and Experts) will receive DSA in accordance with UN rules. Reimbursement for transportation expenses (air ticket and train ticket) will be available during the conference. Please note that per diems will be adjusted for late arrival and early departure.
- (b) All of the funded participants are kindly requested to send copies of invoice and/or receipt for transportation in advance, so as for the Secretariat to be well-prepared for smooth disbursement.
- (c) It is also requested to submit (i) ORIGINAL invoice/receipt with a (ii) copy of tickets and a (iii) ticket stub and (iv) copy of your passport (photo page) at the registration desk on the first day of the meeting.

## **8. Passport & Visa**

- (a) Passport: Foreign visitors entering China must have a passport valid for no less than six months. Visa: Participants from Korea and Russia should obtain appropriate entry visas to China. Japanese citizens are allowed to visit China for short time (14 days) without visa.
- (b) CNEMC will send out an invitation letter to each registered participant. For those who need an official “Visa Notice” to apply for the visa, please provide us with your full name (passport name), gender, passport number, nationality, place for visa application, clear scanned copy of the personal identification page of your passport, as indicated in the registration form, and a short CV.

## **9. Other information**

- (a) Climate and Clothing: The average high temperature is 20°C and the low is 9°C in October.
- (b) Electricity: In China, outlet for 50hz/220v is available. Please check the voltage of the power supply before using equipment.
- (c) Banking and Currency: The Chinese currency is CNY (RMB). Coin denominations are 10 cents, 20 cents, 50 cents, 1. Bank notes are 1, 2, 5, 10, 20, 50, 100. Those foreign bank notes of dollar, euro and won and those traveler’s check of dollar and euro can be exchanged into CNY at most banks, hotel, and airports. International credit cards such as Visa, Master, American Express and JCB Card are widely accepted at major hotels department stores and restaurants. You may be requested to show your passport.

(d) Map of access to the Hotel  
A is Grand Metropark Hotel Beijing

