



International Civil Aviation Organization
**ICAO ASIA/PACIFIC REGIONAL ATM AUTOMATION
SYSTEM SYMPOSIUM**



Nanjing, China, 22 – 23 November 2018

INFORMATION BULLETIN

1 Location & Schedule of Symposium

1.1 The symposium on ATM Automation System will be held from 22 to 23 November 2018 in Nanjing, Jiangsu province, China.

1.1.1 The venue of the symposium is Nanjing Nriee Hotel. The opening session of the symposium will be held at 0900 hours on Thursday, 22 November 2018 at the Nanjing Nriee Hotel which is located at about 50 Kms. from the Nanjing Lukou International Airport. Contact Details are here under :

Hotel: Nanjing Nriee Hotel
Address: No.101 Hou Biao Ying Road, Nanjing, Jiangsu Province, China
Tel: +86 (25) 6967 8888
Fax: +86 (25) 6967 6666
E-mail: 799459093@qq.com

1.2 The daily order of business will be announced on the first day of the symposium.

1.3 A brief introduction about the host city

1.3.1 Nanjing, the capital city of Jiangsu Province, the provincial political, economic and cultural center, and the ancient capital of ten dynasties, is located in the lower reaches of Yangtze River. Nanjing is a place of celebrities and humanities, with a splendid cultural heritage.

1.3.2 It is a famous scenic tourist city, which is an integration of mountains, waters, forest, as well as monuments and historical relics. With many a relics of the Republic of China era in particular, Nanjing is recognized as the museum of modern Chinese history.

2 Registration of Delegates

2.1 Delegates are requested to register at the Registration Desk located at the lobby of Nanjing Nriee Hotel from 0830 to 0900 hours on the first day of the symposium. Delegates are also requested to wear the identification badge all the time during the symposium activities.

3 Officers and Secretariat concerned with the Symposium

3.1 Mr. Luo Yi, Regional Officer CNS of the ICAO Asia and Pacific Office will act as Secretary of the symposium. His contact address is as follows:

Mr. Luo Yi, Regional Officer Communications/Navigation and Surveillance (CNS)
Tel: +66 (2) 537 8189 Ext. 155
Fax: +66 (2) 537 8199
E-mail: yluo@icao.int

4 Symposium Documents for distribution

4.1 All papers for the symposium will be posted on the ICAO APAC web site. It is strongly recommended that papers to the symposium be submitted no later than two weeks prior to the symposium date, in any case, **not later than 16 November 2018**. Delegates are requested to submit papers via following e-mail addresses, and download and bring all symposium papers with them. No hard copy of papers will be distributed.

E-mail address for symposium documents: apac@icao.int cc: ylo@icao.int

5 Hotel Accommodation

5.1 Nanjing Nriee Hotel is located in the center of Nanjing. It is recommended for delegates to stay at Nanjing Nriee Hotel for easy access to the symposium.

5.2 Delegates are requested to make their own arrangements for transportation from Nanjing Luokou International Airport to the city, and from their hotels to the venue of the symposium.

5.3 Taking a taxi from the Nanjing Lukou International Airport to the Nanjing Nriee Hotel (symposium venue) needs approximately 50 minutes and 160 CNY.

5.4 Considering the seasonal and peak festival season, it is recommended to make hotel booking well in advance.

5.5 A list of hotels located within close proximity of the Symposium Venue are provided in **Appendix A** for reference.

6 Passport, Visa and Customs

6.1 Letter of invitation for visa

6.1.1 All foreign nationals entering China must possess valid passports. Delegates from certain countries are not required to obtain visas for a temporary visit. It is suggested that all delegates ascertain the need for and obtain visas from a Chinese Embassy or Consulate prior to arrival in China.

6.1.2 Asia & Pacific Regional Sub-Office (APAC RSO) will issue letter of invitation for visa, if required by those nominated delegates. For assistance, please forward valid passport information to the Secretary at the following address: ylo@icao.int with cc: ssomsri@icao.int

6.1.3 The following items can be brought in duty free:

- a) Personal effects such as clothing, etc.
- b) 400 cigarettes;
- c) 2 bottles of alcoholic beverages; and
- d) Perfume for personal use.

6.2 There are no restrictions on the import of foreign currency. However, when leaving China, you are not allowed to take out currency which exceeds the amounts you declared when entering.

7 Other Useful Information

7.1 Climate

Nanjing has a humid subtropical monsoon climate. In late November, the temperature is usually between 5-15°C (41-59°F), and sometimes there is a rain.

7.2 Currencies and Credit Cards

The unit of currency is Renminbi (RMB), also called China Yuan (CNY). At the current exchange rate, USD\$1.00 ≈ RMB 6.9.

Major international credit cards such as Visa, MasterCard, and China Union Pay are accepted at major hotels, department stores and restaurants.

Please ascertain with hotel which you will book if the foreign cash or the type of credit cards you will take is accepted.

7.3 Time

Time in Nanjing is 8 hours ahead of Coordinated Universal Time (UTC +8).

7.4 Electricity

Voltage is 220 volts. International socket adapters may be necessary for your appliances.

7.5 Language

The official language is Chinese. English is widely used in young people and service industry.

8 Point of Contact

8.1 While delegates are expected to make their own visa / transportation / hotel accommodation arrangements, if you need us to book the hotel of symposium venue at the negotiated price, please contact the following officers of China at below. And any enquiries regarding this information bulletin and the logistics arrangements for the Symposium are welcomed.

Ms. Du Simin
Tel: +86 (25) 8228 5883
Mobile: +86 138 0518 3299
E-mail: du_sm@les.cn

Ms. Zhang Xiaoyang
Tel: +86 (21) 2232 5113
Mobile: +86 137 6169 3225
E-mail: sylanzxy@163.com

HOTEL INFORMATION

No.	Name & Address of the Hotel	Rank	Price (CNY)	Contact Details	Distance
1.	Nanjing Nriee Hotel Address: No.101 Hou Biao Ying Road, Nanjing, Jiang Su Post: 210000	4 stars	Standard room (with breakfast) :600 Negotiated price : 380 Executive room (with breakfast) :800 Negotiated price : 500	Tel: +86 (25) 6967 8888 Fax:+86 (25) 6967 6666 E-mail: 799459093@qq.com	Symposium Venue
2.	Sofitel Nanjing Zhongshan Golf Resort Address: No.9 Huanling Road, Xuanwu District, Nanjing, China Post: 210042	5 stars	Superior Double Room (Breakfast optional: ¥ 173):CNY 675 Super Twin Room (Breakfast optional: ¥ 173):CNY 675	Website: https://www.accorhotels.com/gb/hotel-6180-sofitel-nanjing-zhongshan-golf-suning/index.shtml Email: reservation@sofitelnanjing.com Tel: +86 (25) 8540 8888 Fax: +86 (25) 8540 0505	11 km.
3.	Grand Metropark Hotel Nanjing Address: No 319 East Zhongshan Road, Nanjing, China Post: 210016	5 stars	Superior Queen Room (Breakfast optional: ¥ 100):CNY 520 Superior Twin Room (Breakfast optional: ¥ 100):CNY 520	Website: http://www.weijinghotel.com/ Email: sales@njweijinghotel.com Tel: +86 (40) 0999 8488 Fax: +86 (25) 6400 2699	3.2 km.

4.	<p>Nanjing International Conference Hotel</p> <p>Address: 2 Sifangcheng ZhongshanLing Nanjing China Post: 210014</p>	5 stars	<p>Executive room : 798 Negotiated price : 650</p> <p>King room : 590 Negotiated price : 450</p>	<p>Website:www.nic-hotel.com Email: Njgh@nic-hotel.com Tel: +86 (25) 8443 0888 Fax: +86 (25) 8444 0323</p>	8 km.
5.	<p>Zhongshan Hotel Jiangsu Conference Center</p> <p>Address: No. 307 East Zhongshan Road Nanjing Post: 210000</p>	4 stars	<p>Standard room in main Building : 498</p> <p>Business room in main building : 528 Negotiated price : 440</p>	<p>Website: www.jszshotel.cn Contact Person: Sales Department Tel: +86 (25) 8481 8888 Fax: +86 (25) 8480 9209</p>	8 km.
