

Symposium on
“Strengthening Capacities of Public Institutions and Developing Effective Partnerships to Realize the 2030 Agenda for Sustainable Development”

24 – 26 October 2018
Incheon, Republic of Korea

INFORMATION NOTE FOR PARTICIPANTS

1. Venue and Time

The Symposium will be held at G -Tower, Songdo, Incheon, Republic of Korea from 24 to 26 October 2018.

2. Visa requirements

If you need an entry visa to the Republic of Korea, please apply for and obtain a visa at the nearest Korean Embassy or Consulate General in your country prior to departure. Please note participants are responsible for making applications for and obtaining their visas.

Detailed Information on visa application procedures and visa exemption is available on the website of the Ministry of Foreign Affairs of the Republic of Korea at:

<https://www.visa.go.kr>

3. Vaccination requirements

A vaccination certificate is not required for entry into Republic of Korea.

4. Accommodation

Participants are responsible for making their own accommodation arrangements. Reservations should be made directly with the preferred hotel as soon as possible and must be booked with a credit card.

We however recommend the list of these hotels due to their proximity to the Symposium venue:

Holiday Inn

251 Incheon Tower-Daero, Yeonsu-gu, Incheon

<https://incheonsongdo.holidayinn.com/en>

The Central Park Hotel

193, Technopark-ro, Yeonsu-gu, Incheon, Korea

<http://www.centralparkhotel.co.kr/en-sdHotel/>

Oakwood Premier Hotel

165, Convensia-daero, Yeonsu-gu, Incheon, Korea

<http://www.oakwoodpremier.co.kr/?view=main&mode=opi>

Sheraton Grand Incheon Hotel

153 Convensia-Road, Yeonsu-Gu, Incheon 21998 South Korea

<https://www.marriott.com/hotels/travel/selgi-sheraton-grand-incheon-hotel/>

Orakai Songdo Park Hotel

151, Techno Park-ro, Yeonsu-gu, Incheon

<http://www.orakaihotels.com/songdo/eng/default.asp>

Ramada Songdo

29, Neungheodae-ro 267beon-gil, Yeonsu-gu, Incheon, Korea

<https://www.ramada-songdo.co.kr/home>

Should you prefer to stay at other hotels, kindly advise the name of your selected hotel to Ms. Mi Kyoung Park (mikyoung.park@un.org). Please note that we are unable to confirm if there will be special discount rates or transportation service provided for the hotels you decide to lodge in.

5. Relevant Documents for the Event

All documents related to the Symposium will be available electronically:

Division for Public Institutions and Digital Government (DPIDG), UN DESA

<http://publicadministration.un.org/en/>

United Nations Project Office on Governance (UNPOG), DPIDG, UN DESA

<http://www.unpog.org>

6. Transportation

Airport ↔ G -Tower

Various public transportation options are available from the airports to the G-Tower the venue of the symposium. Participants are advised that the closest stop is the Holiday Inn Hotel which is about 5 minutes walk to the G – Tower.

Depending on the means of transportation, the fee varies approximately from KRW 4,050 (Subway), KRW 7,000 (Airport Limousine Bus) to KRW 28,000 (taxi). We recommend the limousine bus (6707B) and the route and time table are as follows:



http://www.kallimousine.com/eng/guide01_en.html

Time table:

Incheon Airport (Bus Stop location #3) to G-Tower Incheon (Travel Time: 30min) 05:45, 06:15, 06:47, 07:14, 07:40, 08:13, 08:56, 09:30, 09:59, 10:26, 11:00, 11:35, 12:25, 13:15, 14:05, 14:46, 15:25, 16:06, 16:45, 17:26, 18:09, 18:49, 19:41, 20:31, 21:22, 22:00, 22:38

7. Facilities Located at the Symposium Venue

The Shinhan Bank, currency exchangeable bank is stationed on 1st floor of G - Tower, the venue of the symposium. In the same building, there is a Post Office, the NH Bank, and CU convenient store on the 1st floor.

Detail information on the location of G - Tower in Songdo, Incheon is available on the Google map at:

[https://www.google.com/maps/place/G-Tower+\(G%ED%83%80%EC%9B%8C\)/@37.3889989,126.6381455,14z/data=!4m5!3m4!1s0x357b77b9afc9fc5b:0x20c53510ab4a0319!8m2!3d37.3963539!4d126.6342116](https://www.google.com/maps/place/G-Tower+(G%ED%83%80%EC%9B%8C)/@37.3889989,126.6381455,14z/data=!4m5!3m4!1s0x357b77b9afc9fc5b:0x20c53510ab4a0319!8m2!3d37.3963539!4d126.6342116)

8. Miscellaneous**WEATHER**

Korea has four distinct seasons - spring, summer, fall and winter. In general, spring is from March to May, summer from June to August, autumn from September to November, and winter from December to February.

October temperatures in Incheon range between a low of 5°C and a high of 16°C. To find the current weather of Incheon, please visit the website of the Korean Meteorological Administration:

<http://web.kma.go.kr/eng/index.jsp>

TIME DIFFERENCE

Incheon uses Korea Standard Time (KST), which is 9 hours ahead of GMT (standard time).

ATTIRE

The weather in Incheon during the period of the Symposium is later end-autumn. Participants are strongly advised to bring warm outfits due to relatively cooler temperatures.

ELECTRICITY SUPPLY

The voltage in Korea is 220 volts at 60 Hz.

FOREIGN EXCHANGE AND BANKING

The monetary unit is the Won (KRW, denoted by ₩). Korean monetary units are composed of 10, 50, 100, and 500 coins, and 1,000, 5,000, 10,000 and 50,000 notes. The exchange rate is approximately KRW 1,126 / USD 1 (as of 1 September 2018). All major credit cards such as American Express, Visa and Master Card are accepted for payment of hotel bills.

TIPPING

Tipping is not a traditional Korean custom. A 10% service charge is added to your bill at all tourist hotels, so tipping is not expected. It is not necessary to tip a taxi driver unless he assists you with luggage or provides an extra service.

MOBILE PHONE (ROAMING)

CDMA cellular systems are widely used in Korea. SK Telecom and KT are providing a SIM card roaming service to allow you to use your GSM subscription in Korea. At the International Airport, you can rent a special CDMA cellular phone which accepts your SIM card. Please check the links below for more details.

KT Roaming Service

<http://roaming.kt.com/rental/eng/main.asp>

SK Telecom Roaming Service

<http://www.skroaming.com/main.asp?isSKT=Yes>

USEFUL LINKS

Global Forum on Government Innovation

http://www.gov30gf.kr/2016/english/main/index_en.asp

Korea National Tourism Organization

<http://english.visitkorea.or.kr/enu/index.kto>

Korea Immigration Service:

<http://www.korea.net>

Incheon International Airport:

<https://www.airport.kr/ap/en/index.do>

Gimpo International Airport:

<http://www.airport.co.kr/mbs/gimpoeng/>

Gimhae International Airport:

<https://www.airport.co.kr/gimhaeeng/main.do>

Ministry of the Interior and Safety (MOIS):

<http://www.mois.go.kr/eng/a01/engMain.do>

EMERGENCY AND USEFUL PHONE NUMBERS

Local calls

For local calls within the same area or city, just dial the telephone number. For another area or city, please dial the 'area code' before the telephone number. However, the area code should be dialed when using a mobile phone.

International Calls

For international calls, first dial the international access code (001, 002 or 00700), the country code, area code and the recipient's number.

Emergency

- **Police** 112
- **Fire and Ambulance** 119