



## **General Information Note**

UNWTO/Chimelong Initiative Capacity Building Workshop for UNWTO Member States in the Greater Mekong Sub-region

### **Sustainable Tourism & Biodiversity Conservation**



Pakse, Champasak Province  
Lao People's Democratic Republic

*19-21 February 2019*

## 1. Introduction

The Ministry of Information, Culture and Tourism of Lao People's Democratic Republic invites you to the UNWTO/Chimelong Capacity Building Workshop on Sustainable Tourism and Biodiversity Conservation for UNWTO Member States in the Greater Mekong Sub-region from 19 – 21 February 2019.

The workshop is co-organized by the UNWTO and the Ministry of Information, Culture and Tourism of the Lao People's Democratic Republic.

This information note provides details on administrative and logistical arrangements, along with other relevant information pertaining to your participation in the workshop.

|                          |   |
|--------------------------|---|
| <b>Title</b>             | UNWTO/Chimelong Initiative<br>Capacity Building Workshop on Sustainable Tourism and Biodiversity Conservation for UNWTO Member States in the Greater Mekong Sub-region                    |
| <b>Theme</b>             | Sustainable Tourism and Biodiversity Conservation   |
| <b>Date</b>              | 19-21 February 2019   |
| <b>Venue</b>             | Pakse, Champasak Province, Lao PDR  |
| <b>Organizer</b>         | UNWTO   |
| <b>Host</b>              | Ministry of Information, Culture and Tourism of the Lao People's Democratic Republic  |
| <b>Sponsor</b>           | Guangzhou Chimelong Group   |
| <b>Participants</b>      | 20 local participants from Lao People's Democratic Republic and 2 NTA/NTO representatives from Cambodia, People's Republic of China (Yunnan and Guangxi), Myanmar, Thailand and Viet Nam. |
| <b>Official language</b> | English   |

## 2. Host Province

Champasak lies to the Southwest in Laos. The capital city is Pakse, located at the confluence of the Mekong and the Sedon Rivers. Southeast Asia's biggest waterfall, **Khone Phapheng**, is within easy reach by boat or by road. This is one of the main political and economic centers of Lao PDR. The people of Champasak Province are dwell along of the Kong Se Done River bank. In this province you will find ancient temples which were influenced the Angkor people who settled in Cambodia. There are many different minorities in Champasak who have their own language, culture and lifestyles. The distance from Vientiane to Pakse, the provincial capital of Champasak is 610 kilometers by Route 13 (south) via the provinces of Bolikhamxay, Khammouane, Savannakhet and Salavanh.

Champasak Province is known for its relaxed pace of life, warm hospitality and rich cultural, historic and natural heritage. The province has been ruled by various kingdoms through the ages, and today there are many archaeological remains scattered throughout the province. To the south of Pakse, the provincial

capital is the **Wat Phou Temple Complex**, a UNESCO World Heritage Site. Attractions also include the Ancient City, historic colonial buildings, and **Done Daeng Island**, known for its traditional livelihoods and forested trails. In the southern region of the province is **Done Khong** and the Four Thousand Islands, or **Si Phan Done** in Lao. On this stretch of the Mekong is the largest waterfall by volume in Southeast Asia, **Khone Pha Pheng**, as well as **Li Phi waterfall** noted for its cascading emerald green waters. The endangered freshwater Irrawaddy Dolphins inhabit the Mekong near the Lao-Cambodian border and can be observed from locally chartered boats.



The Wat Phou Festival is the province's largest and draws a huge crowd from the entire Lao-Thai-Cambodia region. The event is held at the Wat Phou Temple Complex and falls on the 3<sup>rd</sup> full moon of the Buddhist lunar calendar, usually in February.

### 3. Meeting Venue

The UNWTO/Chimelong Initiative: Workshop on Sustainable Tourism & Biodiversity Conservation for the GMS will be held at the Champasak Grand Hotel, Pakse, Champasak Province, Lao PDR on 19-21 February 2019.

#### **The Champasak Grand Hotel**

Lao Nippon Bridge, Mekong Riverside Road

Tel: +856 031 255111

Fax: +856 031 255119

Email: [res@champasakgrand.com](mailto:res@champasakgrand.com)

Website: <http://www.champasakgrand.com/>



### **Accommodation overview**

The host country has made provisional block booking for accommodation at Champasak Grand Hotel. MICT will bear the accommodation for all delegates at Champasak Grand Hotel as the following:

- One (1) Deluxe Room for each delegates from UNWTO, Experts, GMS delegations for **4 nights** (Check in: **18 February 2019**; check out **22 February 2019**).

### **Dietary options**

The host country has prepared some vegetarian and other food. Please kindly inform the organizing committee in the registration form at your convenience

## **4. General Conditions**

### **Flight/Accommodation/Transportation**

Through the support of the UNWTO/Chimelong Initiative, UNWTO and MICT will cover all corresponding expenses for the participants as described below:

- Flight ticket economy class between the country of origin and Pakse;
- Ground transportation service between the hotel and the airport;
- Accommodation for a total of 4 nights at the Champasak Grand Hotel;
- Meals, drinks and coffee breaks during the official duration of the workshop (3 days).

### **Registration**

All delegates are requested to submit their Registration Form and return to the Organizing Committee **before 14 December 2019**.

## **5. Meeting Documents**

Host secretariat will produce documents for distribution.

Delegates are requested to cooperate by providing the secretariat with a softcopy of their presentation for reproduction.

The host secretariat offers communication facilities and secretariat services: printers, computers and internet at secretariat room in Champasak Grand Hotel

## 6. Official Language

English will be the medium of communication throughout the meeting.

## 7. Ground Transportation

MICT will provide pick-up transfer from the airport to the hotel upon receiving the flight details, as well as during the departure.

Host country will assign staffs to meet the delegates at Pakse International Airport based on the flight schedule.

Flight to Pakse International Airport (Bangkok, Siem Reap, mostly operated by Lao airlines. For more information, please visit Lao Airlines website: [www.laoairlines.com](http://www.laoairlines.com))

## 8. Technical Tour

Technical tours will be arranged for all delegates (Khone Pha Pheng Waterfall, the biggest waterfall in South East Asia. Khong District, Champasak Province)



## 9. Passport and Visa

For international passengers travelling into Laos, visas are required for everyone with the exception of Japan, Korea, Russia, Luxembourg, Switzerland, Brazil (Diplomatic, official or service passports) and ASEAN visitors. Passengers may obtain a 30-day visa on arrival at all three international airports (Vientiane, Luang Prabang, Pakse). Passengers are encouraged to have with them one (1) passport size photo for the visa on arrival form.

You may require a visa for travel to some destinations. It is the passengers' responsibility to obtain the proper visa. You must have a valid passport for the duration of your trip and the expiry date must be acceptable in all countries you enter. Additional information regarding the passport and visa requirements is available at the embassy of the country or countries you will be traveling to.

### Visa on Arrival Fee

Below is a list of visa fee for different countries. If your country is not on the list, the cost of the Visa should be USD30, unless your country is not eligible for visa in Laos PDR. For more information related to the Visa please visit our official website <http://www.mofa.gov.la>, [www.tourismlaos.org](http://www.tourismlaos.org)

| Country   | Price (US Dollar) |
|-----------|-------------------|
| Australia | 30                |
| Canada    | 42                |
| China     | 20                |
| India     | 40                |
| Sweden    | 31                |
| USA       | 35                |
| UK        | 35                |
| Others    | 30                |

## 10. Useful Information

### Area code

Country Code (Laos): +856, City Code (Champasak): 31, for Mobile phone: 20

### Currency

The national currency of Laos is the Kip. The banknote of 500, 1000, 2000, 5000, 10,000, 20,000, 50,000, and 100,000 are available, Thai Bath and US dollars are commonly accepted in Vientiane, credit cards are accepted in major hotels but only a few restaurants. There is a number of ATM machines in Vientiane, which are from BCEL, Phongsavanh, Lao-Viet and STB Banks, and dispense Lao Kip only. Cash advances on credit cards can also be made at major Banks.

### Working and Business hours

Government offices and banks are generally open Monday to Friday from 8:00-12:00 and from 13:30-16:00. Shops and private business usually are open longer.

### **Climate**

The climate in Pakse, Champasak Province is typically warm, with temperatures ranging from 20 °C to 35°C (in November from 25 to 35°C).

### **Time Zone**

Local time zone in Lao PDR is GMT +7 hours.

### **Electricity**

The electric supply most commonly used in Lao PDR is 220-250.

## **Embassies of Greater Mekong Sub-region Countries**

### **The Royal Embassy of Cambodia**

Chancery: Thadeua Road Km3, Sisattanak, Lao P.D.R  
Tel: (856-21) 314952  
Fax: (856-21) 314951  
Office Hours : 07:30 hrs - 11:30 hrs, 14:00 hrs – 17:00 hrs (Monday – Friday)

### **Embassy of the Union of Myanmar**

Chancery: Ban WatNak, Lao-Thai Road, Vientiane, Lao PDR.  
Tel: (856-21) 314910-1  
Fax: (856-21) 314913  
Office Hours: 08:30 hrs – 16:30 hrs, (Monday – Friday)

### **The Royal Thai Embassy**

Chancery: Kaysone Phomvihane Avenue, Vientiane, Lao P.D.R.  
Tel: (85621) 214581-3  
Fax: (85621)241580  
Email: [thaipte@mfa.ao.th](mailto:thaipte@mfa.ao.th)  
Office Hours: 08:30 hrs – 12:30 hrs, 14:00 hrs – 16:30 hrs (Monday – Friday)

### **Embassy of the Socialist Republic of Viet Nam**

Chancery: No: 85,23 Singha Road, Ban Phonsay, Saysettha District  
Vientiane, Lao PDR.  
Tel: (856-21) 413401, 413409  
Fax: (856-21) 413379  
E-mail: [dsqvn@laotel.com](mailto:dsqvn@laotel.com)  
Office Hours : 07:30 hrs – 11:30 hrs, 13:30 hrs – 16:30 hrs (Monday – Friday)

### **Embassy of the People's Republic of China**

Chancery: WatNak Village, Sisattanak District,  
Vientiane, Lao PDR  
Tel: (856-21) 315100, 315103  
Fax: (856-21) 315104

## 11. Contact Information

| <b>World Tourism Organization (UNWTO)<br/>Secretariat</b>  | <b>Ministry of Information, Culture and Tourism of<br/>the Lao People's Democratic Republic</b>   |
|--|---|
| <p data-bbox="375 411 607 443" style="text-align: center;"><b>Ms. Hyeon-Jin Lee</b></p> <p data-bbox="188 485 716 554">Regional Project Specialist<br/>Regional Department for Asia and the Pacific</p> <p data-bbox="188 596 431 701">Tel: +34 91 5679312<br/>Fax: +34 91 5713733<br/>Email: <a href="mailto:hjee@unwto.org">hjlee@unwto.org</a></p>          | <p data-bbox="976 411 1268 443" style="text-align: center;"><b>Ms. Alounny Panhyasit</b></p> <p data-bbox="821 485 1403 554">Deputy Director of Division, Tourism Management<br/>Department</p> <p data-bbox="821 596 1203 665">Mobile: 856-20 9509 0999<br/>e-mail: <a href="mailto:alounnypanh@gmail.com">alounnypanh@gmail.com</a></p>   |
| <p data-bbox="367 741 615 772" style="text-align: center;"><b>Ms. Orienne Derrier</b></p> <p data-bbox="188 814 716 884">Regional Project Associate<br/>Regional Department for Asia and the Pacific</p> <p data-bbox="188 926 505 1031">Tel: +34 91 567 81 45<br/>Fax: 91 571 37 33<br/>Email: <a href="mailto:oderrier@unwto.org">oderrier@unwto.org</a></p> | <p data-bbox="984 741 1263 772" style="text-align: center;"><b>Mr. Somxay Sipaseuth</b></p> <p data-bbox="821 814 1365 926">Director of Tourism Planning and Development<br/>Division<br/>Tourism Development Department</p> <p data-bbox="821 957 1195 1068">Tel: +856 21 212251<br/>Fax: +856 21 217910<br/>Email: <a href="mailto:somxays777@gmail.com">somxays777@gmail.com</a></p> |