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**The 4thMeeting of the APT Preparatory Group for PP-22 (APT PP22-4)**

1-5 August 2022, Bangkok, Thailand (Hybrid Meeting)

**INFORMATION NOTE**

We welcome all delegates to the 4th Meeting of the APT Preparatory Group for PP-22 (APT PP22-4) to be held from 1 to 5 August 2022 in Bangkok, Thailand with hybrid format (both physical and virtual/online attendance through APT Zoom meeting). We are pleased to provide below details for your advance information and convenient reference.

1. **Meeting Platform**

The Introduction to APT Zoom Meeting is attached.



1. **Venue**

The APT PP22-4 will be held at Le Grand Ballroom and Foyer on the 7th floor of Sofitel Bangkok Sukhumvit. The contact details of the venue are as follows:

**Sofitel Bangkok Sukhumvit**

Address: 189 Sukhumvit Road Soi 13-15, Klongtoey Nua, Wattana, Bangkok 10110

Tel: +66 (0) 2126 9999

Website: <https://www.sofitel-bangkok-sukhumvit.com/th/>

1. **Registration**

The Registration Counter will be set up in the foyer of Le Grand Ballroom and Foyer, 7th floor of Sofitel Bangkok Sukhumvit. Registration will commence on **Monday, 1 August 2022** from 8:30 hours to 09:30 hours. Participants are required to bring their passport or identity card (with photo) to receive their badges.

1. **A Special Arrangement for COVID-19 Rapid Antigen Test:**

During the APT PP22-4 (1-5 August 2022), as a preventive measure to safeguard the participants against the COVID-19 and to prevent its spread, the APT Secretariat would like to request for a cooperation from all delegates before attending the meeting physically to present the negative rapid Antigen test result taken within 72 hours prior to the start of the meeting (i.e., after Friday 29 July 09:00 hours) and present it at the registration desk. The result can be Photo of Antigen Test Kit (ATK) with negative result taken with your face or your ID card specifying date and time of test;

Nevertheless, for delegates who do not take the test earlier as outlined above, you could collect Antigen Test Kit (ATK) at the registration desk on Sunday, 31 July 2022 from 15.00 hours to 18:00 hours, and you will be kindly requested to test and present Photo of ATK with negative result to the APT Secretariat on site. The ATK testing or screening section will be arranged before you proceed to the registration.

1. **Opening of the Meeting**

The APT PP22-4 will begin at 09:30 hours on Monday, 1 August 2022. Please be seated on time.

1. **APT Secretariat room**

APT Secretariat Room is located at Business Center on the 7th floor.

1. **Wireless Lan**

Internet Access over wireless network will be available during the meeting. Physical participants who wish to utilize wireless facility are kindly requested to bring their own laptop computers with Wi-Fi capability.

1. **Meeting Documents**

All participants are requested to download the documents from the Website **before the meeting starts** to avoid congestion of the access of the internet connection.

To access the meeting documents, please visit <https://www.apt.int/2022-PP22-4>

Username: pp224

Password: [pp224@apt](mailto:pp224@apt)

1. **Social Functions**

For your information, the following events are planned (as of 27 July). For further information, please contact the relevant administration/organization directly (except the official Welcome Reception Dinner).

Monday, 1 August 2022

* The official Welcome Reception Dinner, host by Thailand under the theme of **“Radiant Retro Night, A Glasshouse Party”**, at the Glass House Nai Lert Park. Transportation will be provided for all participants at 18.00 hours at Hotel Lobby.
* The dessert station during Coffee/Tea break hosted by Tunisia at 10:00 – 10:20 hours at Salon 1 on the 7th floor of Sofitel Bangkok Sukhumvit.
* The dessert station during Coffee/Tea break hosted by The United States at 15:00 – 15:15 hours at Salon 1 on the 7th floor of Sofitel Bangkok Sukhumvit.

Tuesday, 2 August 2022

* The Dinner hosted by Republic of Korea at 18:00 - 19:30 hours at **Regency Ballroom on the 5th Floor of Hyatt Regency Bangkok Sukhumvit.**
* The Dinner hosted by Germany at 20:00 – 21:30 hours at “**Spectrum” on the 30th Floor of Hyatt Regency Bangkok Sukhumvit.**

Wednesday, 3 August 2022

* The Dinner hosted by Malaysia at 18:00 - 19:30 hours at POOL on the 9th Floor of Sofitel Bangkok Sukhumvit.
* The Dinner hosted by the Republic of India at 20:00 – 21:30 hours at Ballroom I on **the 2nd Floor of** Sheraton Grande Sukhumvit Hotel.

Thursday, 4 August 2022

* The Dinner hosted by Japan at 18:00 - 19:30 hours at Grand Ballroom, The Westin Grande Sukhumvit Bangkok.
* The Dinner hosted by the People's Republic of China at 20:00 – 21:30 hours at **Regency Ballroom, Hyatt Regency Bangkok Sukhumvit.**

Coffee Breaks will be provided during the meeting period at Foyer on the 7th floor. In addition, Lunch will be provided at Voila on the 2nd floor (maximum capacity 150 seats) and Belga on the 32nd floor of Sofitel Bangkok Sukhumvit (maximum capacity 50 seats).

1. **Transportation from the Airport to the hotel**

Physical participants are requested to use public transportation facilities of the Suvarnabhumi International Airport, Thailand. For more information, please visit website: <http://www.bangkokairportonline.com/>.

For your general information, the following transportations are available from Suvarnabhumi International Airport to the Hotel:

* Public Meter Taxi, is located on 1st floor of the Arrival Hall, entrance 4 and 7. Fare shown on meter, plus THB 50 surcharge for boarding at the airport.
* Airport Limousine Service, the limousine service to various destinations in the city, is located at the arrival floor of the airport.
* Hotel Limousine Services
* Mercedes Benz E220 CDI: THB 2,500 net per car per way

(maximum of 3 guests per car)

* Toyota Commuter Van: THB 2,500 net per van per way

(maximum of 5 guests per van)

It takes about 50 minutes by car from Suvarnabhumi International Airport to the hotel via express way.

There are good public transportation facilities at the Suvarnabhumi International Airport, Thailand. For more information, please visit website: <http://www.bangkokairportonline.com/>.

1. **Contact Information**

For any further information about APT PP22-4, please contact:

**APT Secretariat**

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Lak Si, Bangkok 10210

Thailand

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Fax: + 66 2 573 7479

Email: [aptpp@apt.int](mailto:aptpp@apt.int)

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