|  |  |
| --- | --- |
|  | C:\Users\user\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\L4XDX8PT\LOGO.png |

**SATRC Workshop on Recent Trends and Technologies**

20 – 22 September 2022, Dhulikhel, Nepal

INFORMATION FOR PARTICIPANTS

South Asian Telecommunication Regulators’ Council (SATRC) Workshop on Recent Trends and Technologies would be held from 20-22 September 2022 in Dhulikhel, Nepal. The event will be organized by the Asia-Pacific Telecommunity (APT) and hosted by Nepal Telecommunications Authority (NTA). This workshop is part of implementation of SATRC Action Plan Phase VIII. The event will be with physical attendance as well as virtual/online participation through Zoom meeting platform (i.e., hybrid event).

The detailed arrangement are as follows:

1. VENUE

SATRC Workshop on Recent Trends and Technologies will be held at Himlaya Drishya Resort, Dhulikhel, Nepal. The contact details of the hotel are as follows:

Saujanya KC (Mr.)

Digital Marketing Manager

Himalaya Drishya Resort, Dhulikhel

Sales & Marketing Office: Hattisar, Kathmandu, Nepal

Tel: +977-1-4446133/134

Mobile: +977 9851311442

Address: Banepa Municipality, View Tower Marg, Kavre, Banepa, Nepal

Phone: +977 11665342/43/44

Email: [reservation@himalayadrishyaresort.com](mailto:reservation@himalayadrishyaresort.com)

URL: <https://www.himalayadrishyaresort.com>

2. PARTICIPATION

This workshop is mainly organized for SATRC Members. Other APT Members, Associate Members and Affiliate Members can attend the workshop as well by completing online Registration Form available at <https://aptwebdialogue.site/SAPVIII-WSRTT>.

Please indicate the mode of your participation at the online registration form. Since the number of physical attendances influences some preparations for the meeting venue and other arrangements, your administration/organization is kindly requested to register delegates for physical attendance preferably by the date specified in the following section.

Virtual participation will be arranged by using Zoom meeting platform. Detail information for virtual participation will be sent to the registered delegates who wish to attend virtually.

3. HOTEL ACCOMMODATION

For the logistics & convenience of the participants, the below mentioned hotel is recommended for staying which has been arranged for the purpose. **Room reservations should be made directly by the participants with the hotel.** For any assistance the nodal officer in NTA can be contacted. The hotel details are mentioned below:-

|  |  |  |  |
| --- | --- | --- | --- |
| S. No. | Name of the Hotel | Room Category | Rate (USDD Nett) on BB  (Including Accommodation and Breakfast) |
| 1 | Himlaya Drishya Resort, Dhulikhel | Suite Room : Single Occupancy | USD 80.00 per room per night |
| Suite Room : Double Occupancy | USD 85.00 per room per night |
| Deluxe Room: Single Occupancy | USD 75.00 per room per night |
| Deluxe Room: Double Occupancy | USD 80.00 per room per night |
| Extra Bed on BB | USD 35.00 per room per night |

**Alternate Hotel:**

**Himalayan Horizon (Hotel Sun –n- Snow Pvt. Ltd.)**

Contact Details:

Sabita Maharjan (Ms.)

Sales & Marketing Manager

City Reservation Office: 3rd Floor, Room No.308, China Town Shopping Centre

Tel: +977 1 4225092/4247183

Mobile: +977 9851145151

Email: [horizondhulikhel@gmail.com](mailto:horizondhulikhel@gmail.com)

URL: https://www.himalayanhorizon.com

4. IMMIGRATION REQUIREMENTS

Participants must be in possession of a valid passport or travel document with a minimum validity of six months beyond the period of stay and need to check visa requirements before entering the country. Participants are also advised to obtain, before the commencement of their journey, and where necessary, transit visas for countries en route to Nepal. As the visa requirements change from time to time, it is advisable to check your visa requirements with the nearest Nepalese Embassy before departure.

Visa supporting letter can be issued on request. Please submit the following information along with a copy of passport to local secretariat coordinator for the visa supporting letter.

Full Name

Passport Number

Place of Issue

Date of Issue

Date of Expiry

Nationality

Date of Birth

For on arrival Visa please visit: <https://www.immigration.gov.np/page/visa-on-arrival>

***Note:*** *COVID-19 Crisis Management Co-ordination Center (CCMCC), Kathmandu has mandatory of Health Declaration of the passengers, For this purpose please visit* [*https://ccmc.gov.np/arms/person\_add\_en.php*](https://ccmc.gov.np/arms/person_add_en.php) *and fill the from.*

5. REGISTRATION

Registration of delegates can be done online at <https://aptwebdialogue.site/SAPVIII-WSRTT>. Registration can also be done by scanning the following QR code:

Qr code

Description automatically generated

In order to make the arrangements for participants, it is advised that the online registration is done at least two weeks before the commencement of the workshop.

On-site registration and distribution of badges will commence at 08:30 hours on 20th September 2022 at the venue hotel. **Participants are required to bring their passports or other photo identification to receive their badges.**

6. PRACTICAL INFORMATION ABOUT DHULIKHEL

**Dhulikhel** (elevation 1550m) is a town of about 10,000 people on the eastern fringe of the [Kathmandu Valley](https://en.wikivoyage.org/wiki/Kathmandu_Valley) in [Nepal](https://en.wikivoyage.org/wiki/Nepal). The town lies on the intersection of the Arkino Highway to Tibet (74km) and the B.P Highway to the Eastern Terai. Dhulikhel is a real Newari town and has a village square lined with temples, not just infrastructure to accommodate tourists looking for good views. The **distance** between **Kathmandu** and **Dhulikhel** is 24 km. The road **distance** is 27.2 km.

**Weather:** The temperature varies from 23 to 15 degrees Celsius minimum in September.

**Language:** Nepali is the official language, but English is widely spoken in the city.

**Time Zone:** GMT +5.45 hours

**Banks & Currency:** The unit of currency is Nepalese Rupees which comes in denominations of 5, 10, 20, 50, 100, 500 and 1,000. Please use authorised money changers and banks to change currency. They will issue a certificate of exchange which may be required at the time of re-conversion of any unused currency. The currency may also be exchanged at the airport on arrival. Foreign Exchange Rate is approximately Rs.126.14 to US$ 1 (as in August 2, 2022).

Most hotels, shops & other establishments accept credit cards. Master & VISA cards are accepted at almost all such establishments whereas some of them accept Diners & American Express cards as well.

7. TRANSPORTATION FROM THE AIRPORT TO THE HOTEL:

Tribhuwan International Airport, Kathmandu is located around 30 kms from the hotel, which will take 60-90 minutes by Taxi (depending upon the traffic). More detailed information about the Tribhuwan International Airport, can be found on the following web site: [www.tiairport.com.np](http://www.tiairport.com.np)

The local secretariat/Hotel would arrange for pick-up and drop facility from the airport to hotels and back. The flight details and arrival and departure time shall be informed to the local secretariat well in advance for making arrangements.

8. INSURANCE

Due to procedural difficulties and budgetary constraints, APT is not able to bear the cost of insurance for the participants, any medical expenses or any other expenses. APT therefore requests your Administrations/organizations to kindly make necessary arrangements for insurance and medical coverage of your participants before travel.

9. CONTACT INFORMATION:

|  |  |
| --- | --- |
| **APT Secretariat**  Asia-Pacific Telecommunity  APT Secretariat  12/49 Soi:5 Chaeng Watthana Road  Bangkok 10210, Thailand  Phone: +66 2 573 0044  E-mail: [aptsatrc@apt.int](mailto:aptsatrc@apt.int) | **Local Secretariat**  For attendance, participation, etc.  Mr. Hiranya Prasad Bastakoti  Deputy Director  Nepal Telecommunications Authority  Phone +977 1 5355474  E-Mail: [hpbastakoti@nta.gov.np](mailto:hpbastakoti@nta.gov.np) |