

PHM-IPHU short course on
Action for Equitable Health Systems:
Advancing Comprehensive Primary Health Care in Pandemic Times
Bangkok, Thailand | December 6-11, 2022

LOGISTICS NOTE FOR PARTICIPANTS

Before Travel

1. Check your names and other details in the ticket, invitation letter, hotel confirmation letter etc. to avoid any last minute hassles.
2. Carry hard copies of all necessary documents before starting your travel.
3. Carry proper bills (of visa etc) with break-up of total cost (wherever applicable). We will not be able to reimburse bills that are not proper.
4. Add your arrival and departure details in the Google sheet named Hotel_Arrivals_Logistics_Names <https://docs.google.com/spreadsheets/d/1YgWNPsxM9vr6xvwqA4NQF3wBjTUqIVm5/edit#gid=1966292993>

On arrival at Airport – Getting to the Hotel

1. **Venue of the meeting and accomodation:**

TK. Palace Hotel & Convention

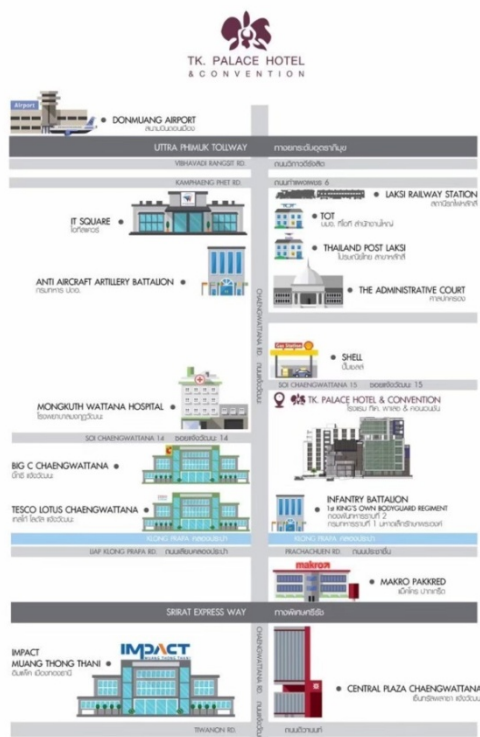
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Fax : +66 (0) 2574 2622

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Location: <https://goo.gl/maps/yfZkWb2JaNqfLqJr7>



2. There are two airports - Don Mueang (DMK) and Suvarnabhumi Airport (BKK). DMK is 10 kms from hotel TK Palace while BKK is 40 kms from Hotel TK Palace.
3. After the immigration/visa process and customs is completed you are requested to proceed to the public meter taxi area.
 - a. **If you are arriving in DMK airport:** Please proceed to the taxi area, get a queue number and wait to be called.
 - b. **If you are arriving in BKK airport:** Please follow the public meter taxi sign. The public meter taxis are in the lower floor from the arriving floor (called the first floor). Please go to kiosk, take a ticket number and go to lane indicated in your ticket. The driver will be waiting for you there.

Please note, the fare will be what is in the meter. Beyond that you will have to pay the Highway or expressway toll fee and an airport surcharge of 50 baht.

4. Please check the google sheet named "Hotel_Arrivals_Logistics_Names" - You can coordinate with people reaching at the same time and book a taxi together. We will request you to share a taxi if you are reaching /leaving within 1-2 hours of each other. It will reduce your costs.
5. We have provided a list of all participants to hotel for purposes of check in. They will randomly assign you in the rooms with each other as per gender. We will encourage you to share a room with a person from other country rather than people you already know.

Local SIM Card and internet access

1. At the airport one could get a Tourist SIM card with a cheap package that allows for 3G internet and airtime. You can get the sim cards while waiting for your bags. Just near the baggage carrousel, there are telecom service provider stalls which offers the sim, choose the package you would like, they will activate the sim card and you are ready to go. Depending on the package and validity you choose, it can anywhere from 200 to 500 baht. Alternatively, you can also purchase local sim cards from 7/11 convenient stores. In both options please keep your passport ready as they will need it to register the sim.
2. TK Palace Hotel will have WiFi for use of participants.

Currency Exchange

1. Currency exchange is available at the Suvarnabhumi and Don Mueang airports. We suggest you to exchange money at your departure city/airport or upon arrival in order to pay for the taxi and cover the visa fee (for visa-on-arrival).
2. In the city there are multiple exchange counters conveniently located and the rate is better in the city than at the airports.

Reimbursements and Per diem

1. The cost of your stay during the training period, along with lunch and two coffee/tea breaks on trainings days will be covered by PHM.
2. We will reimburse your Visa Fees (in Thai Baht), on submission of original bills/vouchers.
3. We will pay a per diem of USD 80 (in Thai Baht) to cover dinner for 5 days and travel to/from airport in Bangkok.
4. The payment/reimbursement will be made to you at the venue/account transfer. Please present the following documents to receive your reimbursement and per diem:
 - Original receipts where applicable
 - Boarding pass of arrival leg

COVID-19 related information

1. Thailand does not require any COVID-19 related vaccination or PCR test to enter the country. However boarding airlines often ask for this. So do keep this document with you handy.
2. Do also keep masks and wherever required, do wear them. For your safety, especially for those with co-morbidities, you may like to keep it on, whenever you are in an enclosed space, in the company of many persons.
3. You are advised to check the requirements on your own for rules relating to your return or country of transit.

Electronics - plug sockets and chargers

There are many plugs and sockets in use but most power outlets in Thailand use a two-prong, flat plug. Those carrying electric electronic devices that need charging should carry a plug adapter kit to avoid inconveniences of inability to charge your devices. Please refer to the link for types of sockets and plus used : <http://www.power-plugs-sockets.com/thailand/>

PHM's zero tolerance to sexual harassment

PHM has a zero-tolerance policy to sexual harassment. The Policy to Address Sexual Harassment (prevention, prohibition and redressal) in PHM applies to PHM Secretariat/s; all PHM Spaces and Activities -the Workplace, Secretariat, Regional Chapters, Webinars, Meetings, People's Health Assembly (PHA), WHO Watch, Workshops and International People's Health University (IPHU).

You are strongly advised to read PHM's Policy to Address Sexual Harassment (prevention, prohibition and redressal) before you arrive. It is available here https://phmovement.org/wp-content/uploads/2022/07/PHM-CASH_Policy_2022.pdf

The Committee against Sexual Harassment (CASH) has been set up with a mandate to receive and address complaints that arise in events and activities that we organise or co-organise and to provide sensitisation on the issue of sexual harassment to PHM activists. The members of CASH are:

Sarojini Nadimpally: Sarojini_N@phmovement.org

Fran Baum: fbaum@phmovement.org

Camila Giugliani: camila.giugliani@gmail.com

Peninah Khisa: peninahkhisa@gmail.com

Contact person at the venue (TK Palace Hotel) to whom any participants with concerns could reach out to: Sulakshana Nandi sulakshana@phmovement.org