Logistics Note

UNDP Asia Pacific Regional Centre and GIZ are pleased to invite you to a meeting on "Governance Challenges in Climate Change Finance – Understanding the Political Economy". We wish everyone a pleasant and fruitful exchange of ideas during the program.

1. General Information

**Date**: December 1 (Sunday) 2013  
**Venue**: Sheraton Incheon Hotel, Incheon, Republic of Korea

2. Entry Formalities and Transportation from Airport to Hotel

All representatives will require a valid passport to enter Korea. Representatives may inquire from the Korean Embassies accredited in their countries of origin, whether they need to get a visa to enter Korea. On arrival, you may take the KAL Limousine Bus at Gate 4B or 11A which will take you to the Sheraton Incheon Hotel. It takes about 30 minutes from the airport to the hotel.

**Fee**: 7,000 KRW; Fees are per way, per person. Adult fare is 7,000 KRW and child (6 to 12 years) is 4500 KRW.

**Hours**: Departures from the airport are available every hour between 5:00 AM and 10:00 PM. Return trips from the hotel are available each hour between 5:00 AM and 6:20 PM. Please contact hotel for exact times.

3. Hotel Information

**SHERATON INCHEON HOTEL**

153 Convensia-Road, Yeonsu-Gu, Incheon, 406-840, South Korea  
TEL: 82-32-835-1000  FAX: 82-32-835-1001  

Estimated Hotel Rate is 185,000 KRW (including breakfast).
BEST WESTERN PREMIER SONGDO PARK HOTEL
93-1 Songdo-Dong, Yeonsu-Gu,
Incheon, 406-840, South Korea
TEL: 82-32-210-7000 FAX: 82-32-210-7100
http://www.bestwestern.co.kr/

In case of room shortage Best Western Premier Songdo Park Hotel, which is 7 minutes walk from Sheraton Incheon, will provide accommodations as well.

Estimated Hotel Rate is 162,800 KRW (including breakfast).

4. Currency Exchange Rate
Korea's Currency is the won (₩). As with most currencies around the world, the won exchange rate fluctuates, but as of now (24 Oct. 2013) the rate is approximately 1074.1 won to the one U.S. dollar.

**Average Price List of Goods :**
Bus fare / Subway fare : 1,150 won = 1.1 $
Base Taxi fare : 2,400 won = 2.2 $
0.5L water : 750 won = 0.1 $
Starbucks coffee Americano (tall) : 3,900 won = 3.6 $
Big Mac set at McDonalds : 5,800 won = 5.4 $
Average Lunch price : 8,000 won = 7.4 $
Movie : 9,000 won = 8.4 $

5. Liability
Korea Eximbank shall not be held liable for personal accidents or losses, or damage to personal property of you. You should make your own arrangements with respect to personal insurance.

6. Climate
Winter lasts from December to February, and produces cold and dry weather. Average temperature in Seoul is around 2-3 degrees Celsius. We kindly advise for checking local weather conditions on the Internet, if necessary.
7. Business and Shopping Hours

Private and government offices are mostly open from 9:00 a.m. to 5:00 p.m. Most shopping malls, department stores, and supermarkets are open from 10:00 a.m. to 20:30 p.m. daily. There are many 24-hour convenience stores, such as C&U, LG25, Buy the way and more. Banks are open from 9:00 a.m. to 16:00 p.m., Monday to Friday, with automated teller machines (ATM) operating 24 hours. ATM is available on weekends.

8. Electricity and Voltage

The standard voltage in Korea is 220 volts. The outlet has two round holes and is the same type used in France, Germany, Austria, Greece, Turkey, and many other countries. The Sheraton Incheon Hotel has 220-volt and 110-volt outlets in their guest rooms.

9. Tipping

Tipping is not required in Korea. It is a personal choice.

10. Time Difference : Korea Time

Korea is nine hours ahead of Greenwich time.

<table>
<thead>
<tr>
<th>City</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Korea, Seoul</td>
<td>P.M. 6:00</td>
</tr>
<tr>
<td>Managua, Nicaragua</td>
<td>A.M. 3:00</td>
</tr>
<tr>
<td>Cairo, Egypt</td>
<td>A.M. 11:00</td>
</tr>
<tr>
<td>London, UK</td>
<td>A.M. 10:00</td>
</tr>
</tbody>
</table>

11. International Calls

How to call Korea from overseas : When you make a phone call to Korea from abroad, first dial 82(Country code for Korea), then Area Code (except for the number 0), finally, dial the Phone Number you desire to call. For example: Calling seoul (Area Code 02) with 3779-6609 as the phone number, dial +82-2-3779-6609.
**How to call overseas from Korea**: First dial any of the following international call company numbers and then the Country code, area code finally the number you are calling.
* Regular International Phone Call Carriers: 001, 002, 008
* Mobile Phone Carriers: 00345, 00365, 00388, 00700, 00727, 00766, 00770 and so on.
* Pre-paid Phone Card: Pre-paid phone cards are available at any convenient stores or news stands.

**12. Medical Facilities**

There are many hospitals where some English is spoken. International clinics at large general hospitals like Severance Hospital, Asan Medical Center or Samsung Medical Center are recommended.

**Severance Hospital**
134, Sinchon-dong, Seodaemun-gu, Seoul  
Website: www.iseverance.com (English, Chinese, Japanese, and Russian)  
International Clinic Tel: +82-2-2228-5800  
Inquiries: +82-1599-1004 (Korean)  
*Clinic Hours*  
08:30-17:30 on weekdays  
08:30-12:30 on Saturdays  
On Sundays and public holidays, only emergency services are available.

**Asan Medical Center**
388-1, Pungnap-dong, Songpa-gu, Seoul  
Website: www.amc.seoul.kr (Korean, English, Japanese)  
International Clinic Tel: +82-2-3010-5001 (English)  
Inquiries: +82-1688-7575 (Korean)  
*Clinic Hours*  
09:00-16:00 on weekdays  
On weekends and public holidays, only emergency services are available.

**Samsung Medical Center**
50, Irwon-dong, Gangnam-gu, Seoul  
Website: www.samsunghospital.com  
Services available in Korean, English, Japanese, Chinese, Arabic, Russia, etc.
International Clinic Tel: +82-2-3410-0200 /0226 (English)  
Inquiries: +82-2-3410-3000 (Korean)  
*Clinic Hours*  
09:00-17:00 on weekdays  
On weekends and public holidays, only emergency services are available.
13. Useful Information

Tourist Information Service: Information and assistance are readily available at the Tourist Information Center (TIC) of KTO (Korea Tourism Organization). The TIC provides you with up-to-date and accurate information on Korean tourism. Visitors can get helpful information on travel, accommodations, tourist attractions and much more at the TIC of the Korea Tourism Organization (KTO).

Seoul KTO Tourist Information Center
Address: 40, Cheongyecheonno, Jung-gu, Seoul 100-180
Tel.: Travel Information: +82-2-1330 (24 hours)
Center Information: +82-2-7299-497~499
Hours: 9:00 am~8:00 pm (everyday)
Homepage: [http://english.tour2korea.com](http://english.tour2korea.com)

Korea Travel Phone 1330: When you need English assistance or travel information, just dial 1330, and a bilingual operator will offer you detailed information on tourist sites, transportation, restaurants, etc. If you want information about areas outside of Seoul, enter the area code of that region before pressing 1330.

14. Basic Korean Phrase

<table>
<thead>
<tr>
<th>English</th>
<th>Korean</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hello. / Good morning (afternoon, evening).</td>
<td>안녕하십니까? [Annyeonghasipnigga]</td>
</tr>
<tr>
<td>Good-bye.</td>
<td>안녕히가십시오 [Annyeonghigasipsio]</td>
</tr>
<tr>
<td>I'm sorry</td>
<td>미안합니다 [Mianhapnida]</td>
</tr>
<tr>
<td>Excuse me.</td>
<td>실례합니다 [Sillyeohpnida]</td>
</tr>
<tr>
<td>Thank you.</td>
<td>감사합니다 [Gamsahapnida]</td>
</tr>
<tr>
<td>Nice to meet you.</td>
<td>만나서 반갑습니다. [Mannaseobangapseupnida]</td>
</tr>
<tr>
<td>How much is it?</td>
<td>얼마나입니까? [Eolmaipnigga]</td>
</tr>
</tbody>
</table>
15. Useful Websites

Transportation

Incheon International Airport: http://www.airport.or.kr/Eng/home.jsp
Incheon International Airport Limousine Bus: http://www.airportlimousine.co.kr/route_eng.htm
Express Bus Lines Association: http://www.kobus.co.kr/eng/index.jsp
Transportation Information in Seoul: http://english.seoul.go.kr/residents/transport/trans_01map.html
Seoul subway: http://www.smrt.co.kr/swf/english/cyberstation/main.swf

Tourist Information

Korea tourism Organization: http://english.tour2korea.com
Seoul Metropolitan Government: http://english.seoul.go.kr
Seoul Culture & Tourism: http://visitseoul.net/english_new
Korean Air: http://www.koreanair.com
Asiana Airlines: http://flyasiana.com/english

News

Korean Overseas Information Service (KOIS): http://www.korea.net/
The Korea Herald: http://www.koreaherald.co.kr
The Korea Times: http://times.hankooki.com