

LOGISTICAL BRIEFING NOTE

3rd APEC Blood Supply Chain Policy Forum and GMP Workshop
6-9 December 2016 | National Institute of Hematology and Blood Transfusion, Hanoi, Vietnam

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I. Meeting venue

The meetings will take place December 6-9, 2016 at the **National Institute of Hematology and Blood Transfusion (NIHBT)** located at Pham Van Bach Street, Yen Hoa Ward, Cau Giay District, Hanoi. For a map of the venue, please refer to **Annex A**.



II. Registration

Badge collection for the Policy Forum is offered to all participants on Thursday, 8 December (08:00-09:00) at NIHBT. All participants must wear their registration badge during the meeting.

III. Accommodations

All meeting participants are responsible for making their own guest room reservations. The suggested hotel for meeting participants is the Novotel Suites Hotel located 900 m from the NIHBT. The JW Marriott is now sold out for the dates of the meeting. APEC will be providing shuttle services to/from the NIHBT to the Novotel as well as the JW Marriott. We encourage you to book accommodations as soon as possible. Rooms are made available on a first come, first serve basis and nightly rates are subject to change.



IV. Visa & Entry Requirements

Visas are required for citizens of the following APEC economies: United States, Australia, Canada, Chile, People's Republic of China, Hong Kong, China, Mexico, New Zealand, Papua New Guinea, Peru, and Chinese Taipei. Kindly note that certain restrictions apply, please double check with the Embassy of Vietnam in your home economy.

Travelers arriving from ASEAN member economies do not require a visa if staying in Viet Nam for less than 15 days.

All travelers are responsible for securing their own entry visas to Vietnam. It is important that you allow sufficient time to obtain your visa prior to your arrival in Vietnam. We advise for you to apply for your visa at least 2-3 weeks ahead of your departure date at the nearest Consulate or Embassy in your respective economies. If there is no Vietnam Embassy or Consulate in your home economy, we suggest that you contact the nearest Vietnam Embassy or Consulate in a neighboring country for more information. Please refer to the following webpage for information on visa and other entry requirements to enter Vietnam: <http://www.vnembassy.net/>

V. APEC Business Travel Card Holders

Valid APEC Business Travel Card Holders are exempt from visa requirements and can enter Viet Nam through the APEC queue at the airport upon arrival. This provides entry for visits up to 60 days maximum.

VI. Airport transfers

Hanoi's Noi Bai International Airport (HAN) is located 27 kilometers from the NIHBT. The airport is located 27 km (40 min) from the JW Marriott and 25 km from the Novotel Suites (30 min). APEC will not provide a shuttle to/from the airport. Attendees will be responsible for their own airport transfer to their hotel.

It is highly recommended that you organize a private car or licensed taxi service through your hotel in advance of your departure to Hanoi. If arranged through the JW Marriott or Novotel Suites, a private car service will cost approximately \$120 USD and \$90 USD, respectively, roundtrip. A licensed taxi service will cost approximately \$20 USD each way.

Upon exiting the airport, taxi stands are available outside of arrival halls. Taxis in Hanoi are generally comfortable and safe. The journey to and from the hotel takes about 40 minutes, and costs approximately \$16 USD (VND 350,000).

VII. Meals

Participants who reserve their guest room accommodations at the Novotel or JW Marriott will have breakfast included as part of their reservation. The program will have designated coffee breaks and lunch provided on 8-9 December. In addition, a dinner will be held for participants in the evening of 8 December.

VIII. Weather

December is usually the coolest month with little rainfall in Hanoi. The daily average temperature for Hanoi in December is usually between 15°C and 21°C. The daily average temperature is normally around 18°C.

IX. Dress Code

The dress code for the workshop is **business attire**. Traditional attire is also acceptable.

X. Currency

Vietnam's unit of currency is the Vietnamese Dong (VND).

XI. Electricity

Viet Nam's electricity supply runs at 127/220 volts and power outlets most commonly feature two-prong round or flat sockets. The plugs can be either A, C, or G. (pictures below).

Type A	Type C	Type G
		
		

XII. Time

Hanoi's standard time is 7 hours ahead of Greenwich Meridian Time (GMT+7).

XIII. Medical and Insurance

Meeting participants are responsible for any in-country health insurance costs that she/he may incur while on travel. Attendees are advised to make their own insurance arrangements for their travel.

XIV. Communication and Language

Vietnam's official language is Vietnamese (Tieng Viet). The meeting will be conducted in English as the official language of APEC.

XV. Emergency

The country code for Viet Nam is +84 and the city code for Hanoi is 04. Major networks in Viet Nam are Viettel Mobile, MobiFone and VinaPhone.

The emergency numbers are below:

- 113: Police
- 114: Fire



- 115: Ambulance and Rescue

XVI. Taxes

Generally, all goods and services are subject to a 10 percent (%) Value Added Tax (VAT). There is a reduced rate of 5% on certain goods and services.

XVII. Tipping and Service Charges

Tipping in Vietnam is not obligatory, including in restaurants and bars. However, tipping for good service or kindness is at the discretion of the visitor. Some hotels and restaurants may add 10 percent (%) service charges to their bills.

XVIII. Security

Most travelers in Vietnam feel relatively safe, and the level of crime is generally comparable to similar cities of the same size throughout the world. Pickpocketing, snatch-and-grab robbery, and petty theft are the most frequent types of crime reported in Hanoi where foreigners frequent (major hotels, tourist sites, public parks). The most common modus operandi is for criminals to use motorbikes during their assaults.

Often, the thieves' motorcycle is traveling at the same speed or faster than street traffic. One common method of theft involves two individuals riding a motorcycle, with the passenger snatching a victim's bag, camera, cellular phone, etc. This can be especially dangerous if the straps of the victim's bag are over the shoulder or around the neck, as the victim can be pulled down or dragged by the strap until it breaks. In other instances, a knife or other sharp cutting instrument is used to cut the strap or to make a hole to reach in and steal valuables. Please remain vigilant with regard to your personal security.

Travelers who become victims of crime are advised to file a report with the local police immediately. The local emergency Police line in Vietnam is 113.

XIX. Contact Information

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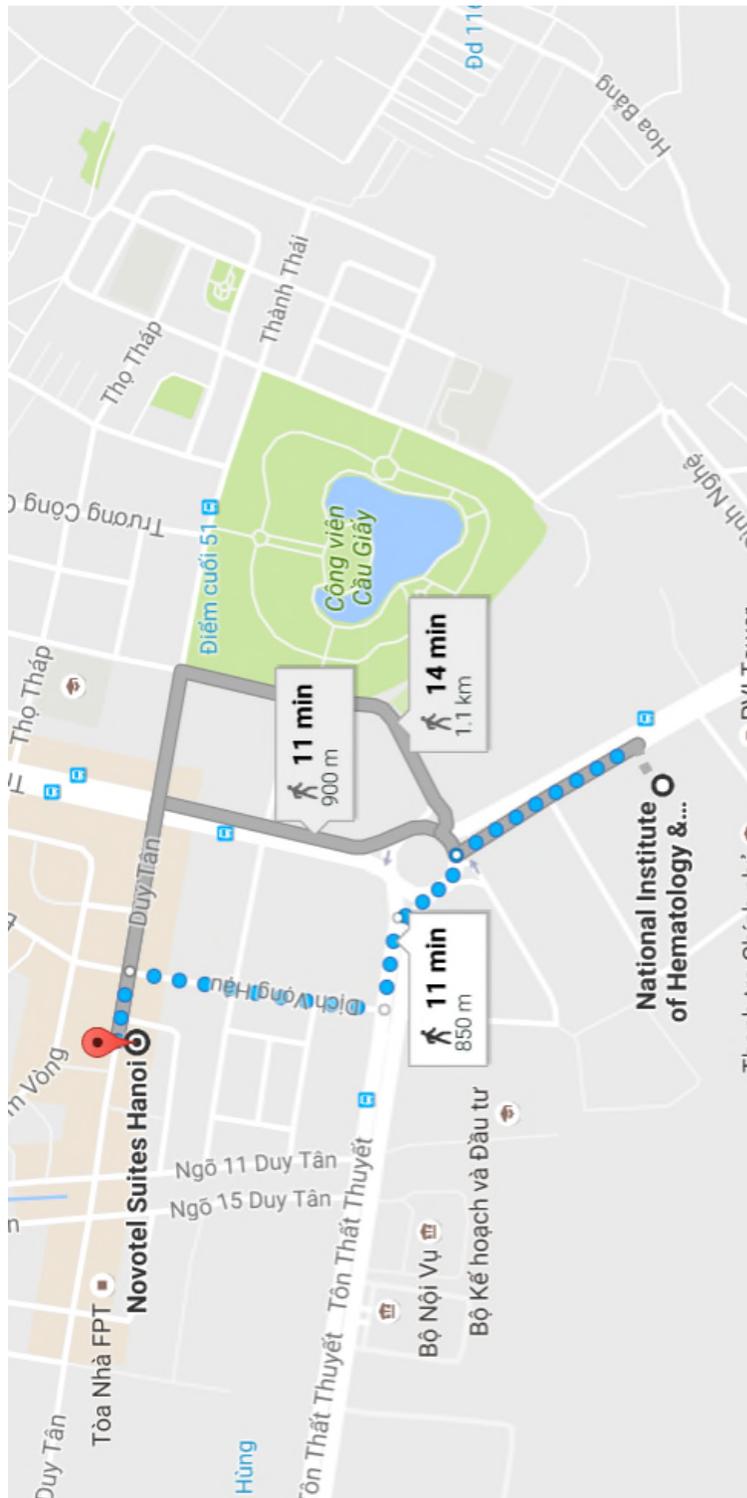


Asia-Pacific
Economic Cooperation



ANNEX A

NOVOTEL --> NIHBT



ANNEX B
JW MARRIOTT --> NIHBT

