



2016 Forum of the Standing Committee on Finance
Headquarters of the Asian Development Bank, Metro Manila, Philippines
5–6 September 2016

GENERAL INFORMATION SHEET



VENUE

Headquarters of the Asian Development Bank (ADB)
6 ADB Avenue, Mandaluyong City 1550, Metro Manila, Republic of the Philippines
(Please refer to a map is attached at the back of this information sheet)
Tel: +632 632 4444
<http://www.adb.org>



REGISTRATION

Please fill out the registration form and return it as soon as possible to:
standingcommittee@unfccc.int.

Please bring your passport, so that access badge to the ADB premise can be issued at the front gate. A separate UNFCCC badge for the forum will be issued in front of the plenary, which will open on Monday 5 September at 8:00 am. If you are a funded participant by the UNFCCC, please also bring your boarding pass stub.



TRAVEL AND MEDICAL INSURANCE

Participants are strongly advised to obtain international travel and medical insurance to cover the period of their departure for the UNFCCC meeting until the time of their return to their home country.

The United Nations, the UNFCCC secretariat and the Asian Development Bank disclaim all responsibility for medical accident and travel insurance, for compensation, death or disability, loss or damage to personal property and for any other costs or losses that may be incurred during travel time or the period of participation at the UNFCCC meeting.



ACCOMMODATION

Participants invited or funded by the UNFCCC should arrange their own accommodation. Participants may wish to avail themselves of the special hotel rates, as contained at the back of this information sheet. In order to book the hotel, please directly get in touch with the hotels and refer to the 2016 forum of the Standing Committee of Finance. Daily Subsistence Allowance (DSA) for UNFCCC-funded participants will be disbursed at the venue.

ADB-funded participants will be subject to different travel, hotel and DSA arrangements, according to ADB rules and regulations. For more information, please refer to separate information to be circulated by the ADB.



CURRENCY AND BANKING:

The official currency is the Philippine Peso (PHP). Current exchange rate is as follows:
USD 1 = PHL 47

REQUIREMENTS FOR ENTRY INTO THE PHILIPPINES



PASSPORT

Before departing for the Philippines, participants should ensure that their passport is valid for travel for the whole period of the event plus six months.

VISA

Please find the latest information on visa on the official website:

<http://www.dfa.gov.ph/list-of-countries-for-21-day-visa>

Nationals from the following countries are allowed to enter the Philippines without a visa for a period of stay of:

60 days – Brazil, Israel

30 days – Andorra, Angola, Antigua and Barbuda, Argentina, Australia, Austria, Bahamas, Bahrain, Barbados, Belgium, Belize, Benin, Bhutan, Bolivia, Botswana, Brunei Darussalam, Bulgaria, Burkina Faso, Burundi, Cambodia, Cameroon, Canada, Cape Verde, Central African Republic, Chad, Chile, Colombia, Comoros, Congo, Costa Rica, Cote d'Ivoire, Croatia, Cyprus, Czech Republic, Democratic Republic of the Congo, Denmark, Djibouti, Dominica, Dominican Republic, Ecuador, El Salvador, Equatorial Guinea, Eritrea, Estonia, Ethiopia, Fiji, Finland, France, Gabon, Gambia, Germany, Ghana, Greece, Grenada, Guatemala, Guinea, Guinea Bissau, Guyana, Haiti, Honduras, Hungary, Iceland, Indonesia, Ireland, Italy, Jamaica, Japan, Kazakhstan, Kenya, Kiribati, Kuwait, Kyrgyzstan, Lao People's Democratic Republic, Latvia, Lesotho, Liberia, Liechtenstein, Lithuania, Luxembourg, Madagascar, Malawi, Malaysia, Maldives, Mali, Malta, Marshall Islands, Mauritania, Mauritius, Mexico, Micronesia, Monaco, Mongolia, Morocco, Mozambique, Myanmar, Namibia, Nepal, Netherlands, New Zealand, Nicaragua, Niger, Norway, Oman, Palau, Panama, Papua New Guinea, Paraguay, Peru, Poland, Portugal, Qatar, Republic of Korea, Romania, Russia, Rwanda, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Samoa, San Marino, Sao Tome and Principe, Saudi Arabia, Senegal, Seychelles, Singapore, Slovak Republic, Slovenia, Solomon Islands, South Africa, Spain, Suriname, Swaziland, Sweden, Switzerland, Tajikistan, Thailand, Togo, Trinidad and Tobago, Tunisia, Turkey, Turkmenistan, Tuvalu, Uganda, United Arab Emirates, United Kingdom of Great Britain and Northern Ireland, United Republic of Tanzania, United States of America, Uruguay, Uzbekistan, Vanuatu, Vatican, Venezuela, Vietnam, Zambia, Zimbabwe

14 days – Hong Kong, Macau

7 days – Hong Kong British

Visas are required for travellers from the following countries:

Afghanistan, Albania, Algeria, Armenia, Azerbaijan, Bangladesh, Belarus, Bosnia and Herzegovina, China, Cuba, Egypt, Georgia, India, Iran, Iraq, Jordan, Kosovo, Lebanon, Libya, Macedonia, Moldova, Montenegro, Nauru, Nigeria, North Korea, Pakistan, Palestine, Sierra Leone, Serbia, Somalia, South Sudan, Sri Lanka, Sudan, Syria, Taiwan, Timor-Leste, Tonga, Ukraine, Yemen

LANGUAGE

The official language of the meeting will be English.



TIME ZONE

Philippines is UTC/GMT +8 hours.



CLIMATE:

Average temperature: 26° C or 79 F

Maximum temperature: 31° C or 88 F

Minimum temperature: 24° C or 75 F



ELECTRICITY VOLTAGE:

The supply voltage in Philippines is generally 220 volts AC, with following plugs.



BUSINESS HOURS

Hours of shops in Manila are Monday to Sunday: 10:00am - 9:00pm.

ADB COUNTERS AT THE AIRPORT

There are ADB counters at the Manila International Airport in **terminal 1 and 3** on the arrival floor, where participants can get general information, for example, on how to get to the ADB headquarters. **Please refer to the floor plans of the airport terminals, as attached at the back of this note.**

FURTHER INFORMATION

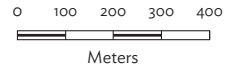
For further information on the meeting, please contact the secretariat at: standingcommittee@unfccc.int.

**Asian Development Bank
2016 Hotel Program for Manila, Philippines (valid until 31 Dec. 2016)**

Updated as of 04 July

| Name of Hotel | 2014 ADB Rate (Room + Breakfast nett rate) | Room Category | Address | Phone No. | Reservation Policy | Contact Person / E-mail | Cancellation Policy | No-show Policy | Internet Access in Room | Other Amenities | Website |
|------------------------------|--|---------------------------------|---|---|--|---|--|--|-------------------------------|--|---|
| EDSA Shangri-la Hotel | PHP5650 nett (Single Occ.) | tower deluxe | 1 Garden Way, Mandaluyong City | (632) 633-8888 | Non-guaranteed reservations will be released by 4:00pm | Doris Tiu / doris.tiu@shangri-la.com; reservations.esl@shangri-la.com | Reservations may be cancelled 24 hours prior to the arrival date without penalty charge. | One night equivalent no-show fee | free unlimited broadband/wifi | free local calls, free use of pool, health club | http://www.shangri-la.com/en/property/manila/edsashangri-la |
| Holiday Inn Manila Galleria | PHP 4350 NET | deluxe room | 1 ADB Avenue, Pasig City | (632) 633-7111 | must be guaranteed by credit card or ADB booking form | Gerald Jose/ gerald.jose@ihg.com; higm.reservations@ihg.com | 24 hours prior to the day of arrival | One night no-show fee for guaranteed bookings only | free high speed internet | free local calls, welcome drink, daily coffee and tea set up; mineral water | www.holidayinn.com/higalleria |
| | PHP 4850 NET | king executive/twin premiere | | | | | | | free high speed internet | | |
| Crowne Plaza Manila Galleria | PHP 5250 NET | Deluxe Room | Ortigas Ave., cor ADB Ave. | (632) 633-7222 | must be guaranteed by credit card or ADB booking form | Gerald Jose/ gerald.jose@ihg.com; higm.reservations@ihg.com | 24 hours prior to the day of arrival | One night no-show fee for guaranteed bookings only | free high speed internet | free local calls/mineral water bottles, welcome drink | www.crowneplaza.com/galleriamanila |
| Discovery Suites | PHP 5000 NET | Junior Suite | 25 ADB Ave., Ortigas Center, Pasig City | (632) 719 8888; 719 6931 - reservations | Non-guaranteed reservations will be released by 6:00pm | Rhea Rolda/ rrolda@discovery.com.ph ; reservations@ds.discovery.com.ph | 24 Hours | one night no show fee | free broadband internet | fitness center, pool, jacuzzi, wi-fi access at the Serendipity Lounge and Restaurant 5 | www.discoverysuites.com |
| | PHP 5500 NET | One Bedroom Suite | | | | | | | | pool, health club, welcome fruit, coffee/tea making facilities | |
| Oakwood Premiere | P5300 - single occupancy | STUDIO EXECUTIVE (41 sq.m) | #17 ADB Avenue, Ortigas Center, Pasig City | (632) 637 7888 ; (632) 910 8888 | Non-guaranteed reservations will be released by 4:00pm | Francis Tongson/ francis.tongson@oakwoodasia.com | 48 hours prior to the arrival date. | Failure to arrive on the scheduled date, one (1) night will be charged | free | Swimming / Lap Pool with underwater music; Jacuzzi | www.oakwood.com |
| | P5650 - single occupancy | ONE-BEDROOM DELUXE (86-94 sq.m) | | | | | | | | welcome fruits,newspaper, free local calls | |
| Linden Suites | P3900 - nett single occupancy | deluxe room | San Miguel Ave., Ortigas Center, Pasig City | (632) 638-7878 | Non-guaranteed reservations will be released by 6:00pm | Mr. Patrick Guzman / peguzman@lindensuites.com | | 1 night charge | wi-fi | free transfers from hotel to/from ADB, local newspaper, distilled water | www.lindensuites.com |
| | P4400 - nett single occupancy | one bedroom suite | | | | | | | | health club facilities, coffee and tea set up in the room | |
| Marco Polo Ortigas | P5000 - single occupancy; P5500 double | superior | Meralco Ave. cor. Sapphire St. Ortigas Center, Pasig City | (632) 720-7777 | Non-guaranteed reservations will be released by 4:00pm | (1) Kristine Dagdag/kristine.dagdag@marcopolohotels.com (2) Roel Constantino/ roel.constantino@marcopolohotels.com, resv.mnl@marcopolohotels.com | 24 hours prior to the arrival date. | 1 night charge | wi-fi | free scheduled shuttle, free local calls, local newspaper, welcome fruits, bottled water, shoe shine service | www.marcopolohotels.com |
| | P5200 - single occupancy | deluxe | | | | | | | | | |
| | P5600 - single occupancy | premiere | | | | | | | | | |

ORTIGAS CENTER



Area accomodations

- 1 Astoria Plaza
- 2 BSA Twin Towers
- 3 Crowne Plaza
- 4 Discovery Suites
- 5 EDSA Shangri-La
- 6 Holiday Inn Manila
- 7 The Linden Suites
- 8 The Malayan Plaza Hotel
- 9 Marco Polo
- 10 Millenia Suites
- 11 Oakwood Premier
- 12 The Richmond Hotel
- 13 UC Exchange Regency

MANDALUYONG CITY

QUEZON CITY

PROOF ONLY



- Carpark
- Gasoline Station
- MRT 3
- Ortigas Central Business District
- School / Educational Facility
- Shopping Mall (Restaurants & ATMs)
- City Boundary

Boundaries are not necessarily authoritative.

Current Proof: 28 April 2014

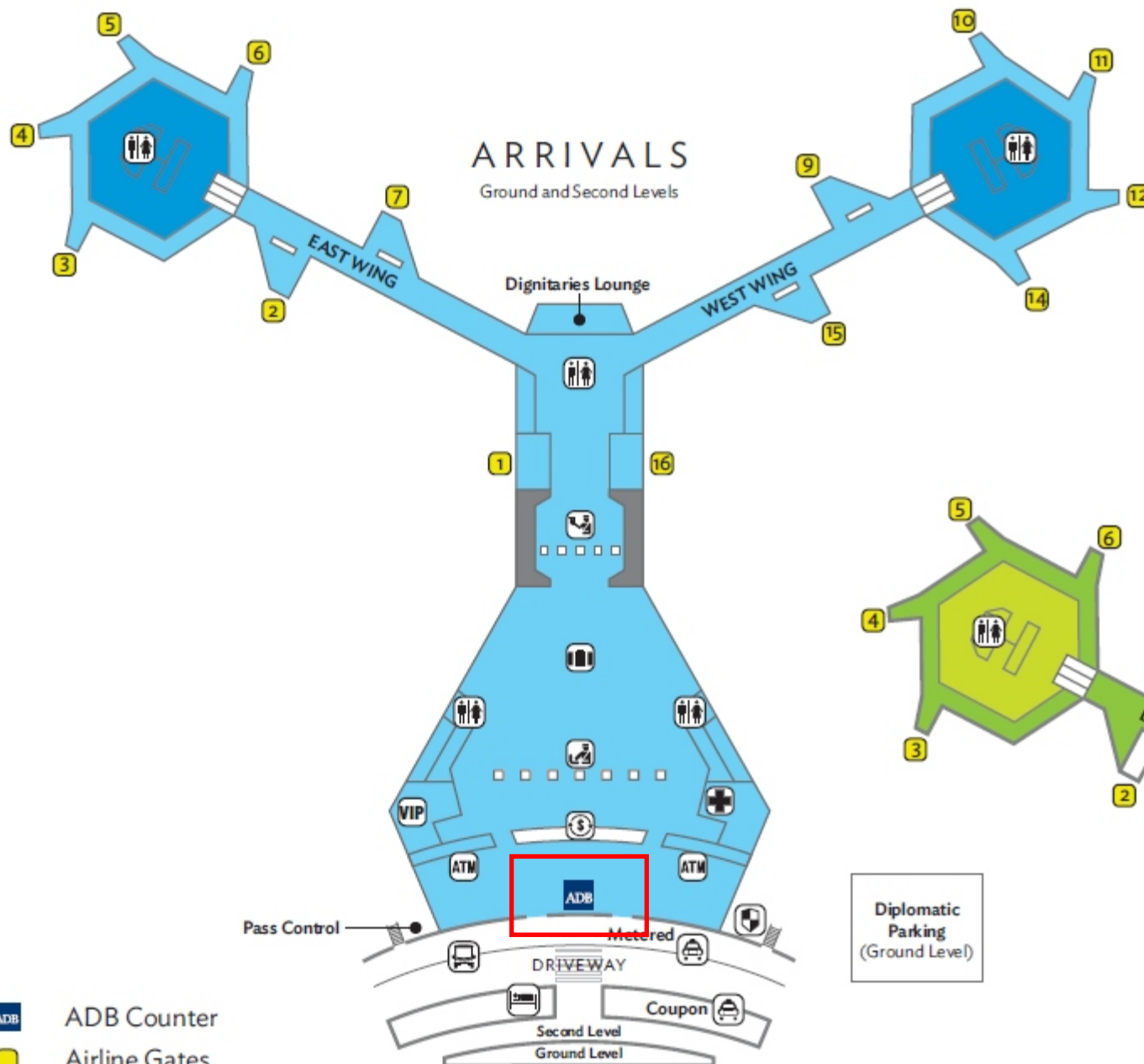
This map was produced by the cartography unit of the Asian Development Bank. The boundaries, colors, denominations, and any other information shown on this map do not imply, on the part of the Asian Development Bank, any judgment on the legal status of any territory, or any endorsement or acceptance of such boundaries, colors, denominations, or information.

NINOY AQUINO INTERNATIONAL AIRPORT (NAIA) TERMINAL 1

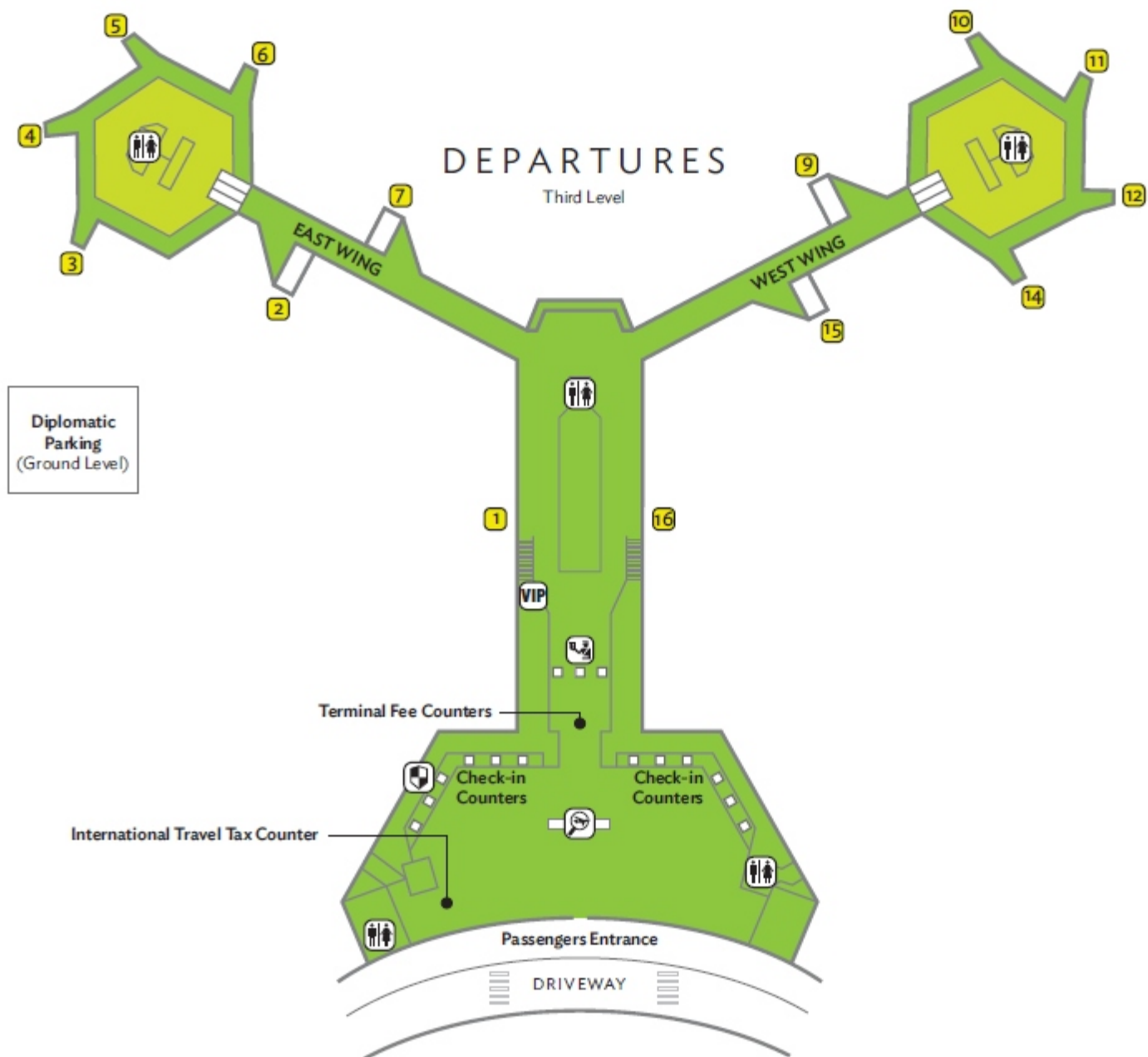


ADB Counter
+63 2 833 8756.

ARRIVALS Ground and Second Levels



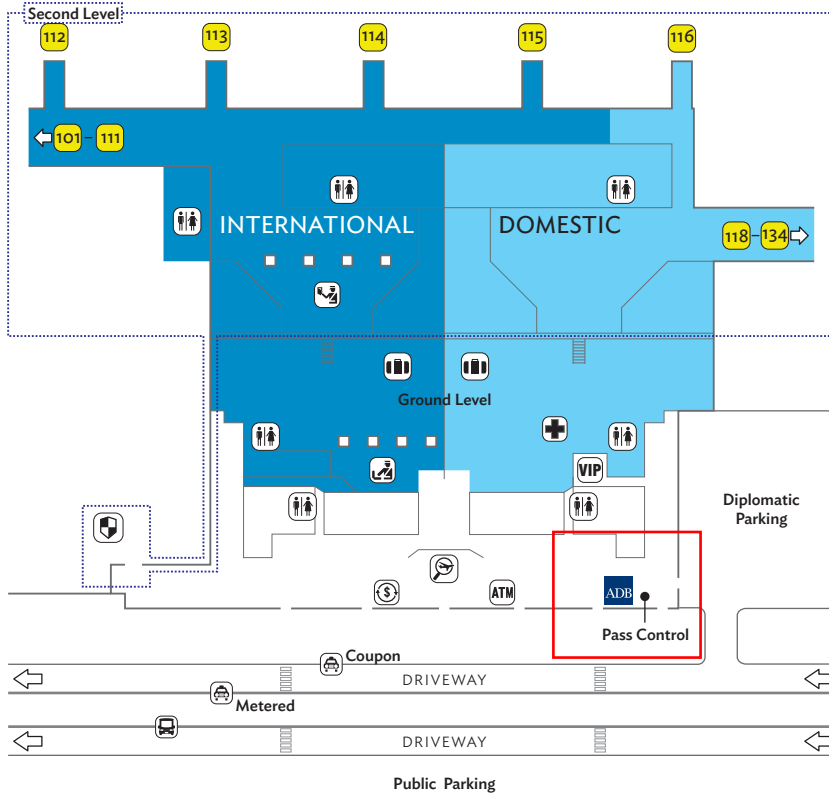
DEPARTURES Third Level

















- ADB Counter
- Airline Gates
- ATM / Cash Dispenser
- Baggage Claim
- Customs
- Flight Information
- Foreign Exchange
- Hotel Information
- Immigration
- Inter-Terminal Shuttle
- Medical Clinic
- Restrooms
- Security Office
- Taxi
- VIP Lounge

ARRIVALS

Ground & Second Levels



-  ADB Counter
-  Airline Gates
-  ATM / Cash Dispenser
-  Baggage Claim
-  Customs
-  Flight Information
-  Foreign Exchange
-  Immigration
-  Inter-Terminal Shuttle
-  Medical Clinic
-  Restrooms
-  Security Office
-  Taxi
-  VIP Lounge

METRO MANILA, PHILIPPINES

NINYO AQUINO INTERNATIONAL AIRPORT (NAIA) TERMINAL 3



For coordination, contact the ADB Counter at NAIA Terminal 1, +63 2 833 8756.

DEPARTURES

Third Level

