

Regional Expert Forum on Integrated Care for Older Persons
17 - 19 March 2017
Nanjing, China

INFORMATION NOTE FOR PARTICIPANTS

as of 2 February 2017

GENERAL

1. The “Regional Expert Forum on Integrated Care for Older Persons” will be held at the Purple Palace Nanjing Hotel, Nanjing, China, from 17 - 18 March 2017, and at Zhongshan College on 19 March 2017.

The Purple Palace Nanjing Hotel
18 Huanling Road
Nanjing, 210049
Jiangsu Province
P.R. China
Tel: (86-25) 84858888
Fax: (86-25) 84858999
E-mail: nj.zijin@jinlinghotels.com

<http://www.jinlinghotels.com/EN/memberhotels/PurplePalace/portal.asp>

2. The Regional Expert Forum on Integrated Care for Older Persons will be inaugurated at 09:00 hours on Friday, 17 March 2017 in the Purple Palace Nanjing Hotel where all subsequent sessions on 17 and 18 March will be held. The workshop on 19 March 2017 will be held at Zhongshan College.

REGISTRATION & IDENTIFICATION BADGES

3. Participants are requested to register and obtain badges at the Registration Counter, located next to the Reception Desk at the Purple Palace Nanjing Hotel between 08:00 - 09:00 on Friday 17 March. Only the names of duly registered participants will be included in the list of participants.

4. For identification and security reasons, all participants are requested to wear their badges at all times during the Regional Expert Forum on Integrated Care for Older Persons. The loss of a badge should be reported to the Secretariat, so that a new one can be issued immediately.

CONFERENCE SECRETARIAT

5. Should you have any additional questions about the Regional Expert Forum, please contact the following staff from ESCAP and Zhongshan College:

- Ms. Channe Lindstrøm Oğuzhan, ESCAP, Tel: (66-2) 288-1655, Email: lindstromoguzhan@un.org
- Ms. Liu Rui, Zhongshan College, Tel: 86-18951799522, Email: lilyaround@163.com

WORKING LANGUAGE OF THE MEETING

6. The Regional Expert Forum will be conducted in English with Chinese simultaneous interpretation.

ACCOMMODATION

7. The Purple Palace Nanjing Hotel is the designated Hotel for the Regional Expert Forum. The room rate is as follows:

Suite: 1800 RMB per day (with breakfast for 2)

Standard room: 600 RMB per day (with breakfast for 2)

King-size room: 600 RMB per day (with breakfast for 2)

8. To facilitate hotel reservation, participants are requested to inform the Secretariat of the preferred room type via e-mail to Ms. Lawan Uppapakdee (uppapakdee@un.org) and Ms. Chaveemon Sukpaibool (sukpaibool@un.org) as soon as possible and no later than 28 February 2017. Please note that we will try our best to accommodate your preference.

9. Before departure from Nanjing, participants are expected to settle directly with the Purple Palace Nanjing Hotel all accounts, including room charges and other expenses, such as for local and long-distance telephone calls, business center use, laundry, room and hotel transportation services (other than airport pick-up and drop off), mini-bar items, as well as restaurant and bar services. Participants are also responsible for any charges incurred with respect to rooms due to extended stay at the Purple Palace Nanjing after the Forum.

MEALS

10. Breakfast is provided at the Purple Palace Nanjing Hotel between 07:00 and 10:00 hrs.

Meal expenses for reference:

Breakfast buffet: RMB 88 each

Lunch buffet: RMB 120 each

Dinner banquet: RMB 300 each

ARRIVAL AT THE AIRPORT

11. Participants will be provided with pick-up and drop off services from Nanjing Lukou International Airport and Nanjing Railway Station. Zhongshan College is approximately 40 minutes from Nanjing Lukou International Airport. Please inform the Secretariat of your flight itinerary for participants whose travel is not arranged by ESCAP.

12. Any subsequent changes in arrival plans should be communicated immediately to the Secretariat. Cancellation, postponement or any other changes must be notified at least 48 hours in advance.

WEATHER

13. Nanjing enjoys four distinct seasons and March is in mid spring. It is usually cool with an average high of 16°C (61°F) and an average low of 7°C (45°F). Conference rooms will be air-conditioned.

BANKING AND OTHER FACILITIES

14. Banking services are available at Nanjing Lukou International Airport. The Purple Palace Nanjing Hotel also provides foreign currency exchange service.

15. Internet access is provided free of charge in the rooms and in public areas at Purple Palace Nanjing Hotel and Human Resource Development Center for Elderly Care Services in Zhongshan College.

16. A business center is located on the 2nd floor of the Convention Center in the Purple Palace Nanjing Hotel.

MEDICAL SERVICES

17. The Purple Palace Nanjing Hotel offers first-aid and basic medical assistance from 9:00am to 17:00pm in weekdays. Jiangsu Province Hospital is the largest hospital in Nanjing. They have bilingual staff experienced in taking care of emergency and minor medical needs. Please note that hospitalization expenses are to be borne by each patient.
