



**UNDP/GEF PROJECT ENTITLED “REDUCING ENVIRONMENTAL STRESS IN THE
YELLOW SEA LARGE MARINE ECOSYSTEM”**

2nd Regional Mariculture Conference
Jeju, ROK, 16 - 18 June 2009

INFORMATION NOTE FOR PARTICIPANTS

Date and Venue of the Meeting:

The Meeting will be held at the Jeju KAL Hotel in Jeju City, Republic of Korea.

Address: 1691-9 Yido 1-dong, Jeju-city, Jeju-do
Telephone: 82-64-724-2001
Fax: 82-64-752-4178

Internet Homepage : <http://www.kalhotel.co.kr>

The meeting will start at 09.00 hours on 16 June 2009. Participants are requested to register and obtain meeting badges at the registration counter outside the meeting room between 08.30 – 09.00 hours on Tuesday, 16 June 2009.

Transportation and Hotel Accommodation:

Accommodation has been reserved at the Jeju KAL Hotel, for all participants as requested during the conference.

Jeju KAL Hotel is located in the downtown Jeju City, at the address above.



The hotel is located approximately 15 minutes driving from the airport. YSFRI has arranged an airport pick up. Taxis are also readily available from Jeju Airport to the hotel with approximately 4,000 KRW (3 USD) for the taxi fare.

Hotel cost is covered by the project, but participants are responsible to settle all additional expenses with the hotel upon check out.

Meals:

Breakfast is not included with accommodation (15,000 KRW, approximately 12 USD) and participants will be responsible for their other meals.

Travel/entry Formalities:

Participants who require visas to enter ROK should make sure that their passports have at least 6 months validity from the return-from ROK date. Please submit your passport details (name, date of birth, type of passport, issue date, expiry date) to Mark Walton the Fisheries officer in charge of your Working Group. The PMO will forward the information to the Korean Government for visa authorisations. You will then be informed on when to contact the Korean Embassy or Consular mission in your country by presenting invitation letters.

Financial support (only for participants whose travel is sponsored by UNDP/GEF Yellow Sea Project)

1. Participants whose travel is sponsored by UNDP/GEF Yellow Sea Project will be provided with a daily subsistence allowance at prevailing United Nations rates, from 15th to 19th June 2009 (4 nights) or according to the number of nights accommodation requested. In order to facilitate the payment of subsistence allowance, eligible participants are requested **to submit the original boarding pass of all incoming flights, air ticket, transportation receipts if seeking reimbursement, and copy of the passport** to the secretariat staff, at the time of registration.
2. Any participant who is unable to stay for the duration of the meeting is requested to inform the secretariat staff as soon as possible after arrival, so that the subsistence allowance can be adjusted accordingly.
3. You are advised to arrange (at your own expense or that of your organisation) insurance against sickness, accident, permanent or temporary disability, death and third party risk for the period of the meeting. UNDP/GEF Yellow Sea Project will not assume responsibility for any other expenditures, including the following:
 - a) All expenses in the home country incidental to travel abroad, including expenditure for visa, medical examination, inoculations and other such miscellaneous items and internal travel to and from the airport of arrival and departure in the home country;
 - b) Salary and related allowances for the participants during the period of the meeting;
 - c) Cost incurred by the participants in respect of travel insurance, accident insurance, medical bills or hospitalization fees in connection with attending the meeting;
 - d) Compensation in the event of death or disability of participants in connection with attending the meeting;
 - e) Any loss or damage to personal property of participants while attending the

