

General
Information

62nd
Session of the WHO
Regional Committee
for the Western Pacific

10–14 October 2011
Manila, Philippines



World Health
Organization

Western Pacific Region

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1 Logistical Arrangements for the WHO Regional Committee for the Western Pacific

Date and place of the session



The sixty-second session of the World Health Organization Regional Committee for the Western Pacific will be held in Manila, Philippines, from 10 to 14 October 2011 at the main Conference Hall of the WHO Regional Office located on United Nations Avenue corner Taft Avenue, Ermita, Manila.

The meetings will run from 09:00 to 12:00 and from 14:00 to 17:00 daily, with a 15-minute coffee break in each period.

Contact information

All correspondence to the Secretariat should be addressed to:

WHO Regional Committee Secretariat Office
World Health Organization
Regional Office for the Western Pacific
United Nations Avenue
1000 Manila, Philippines

Tel.: (+63 2) 528 8001; (+63 2) 303 1000

Fax: (+63 2) 521 1036; (+63 2) 526 0279; (+63 2) 526 0362

E-mail: rcm@wpro.who.int

Languages of the Regional Committee

The official languages of the Regional Committee are Chinese, English and French. English and French are the working languages. Simultaneous interpretation will be provided in the official languages.

Identification

For identification and security reasons, representatives are requested to wear identification badges at all times during sessions and social functions. These will be provided at the designated hotels prior to the commencement of the meeting.



Travel and transport arrangements

Arrival

Ninoy Aquino International Airport is the main international gateway to the Philippines. The airport is located between Pasay City and Parañaque City, about 7 kilometres south of Manila and south-west of the Central Business District of Makati.



WHO will assist all representatives on their arrival at Ninoy Aquino International Airport and will provide transport to the designated hotels. If representatives are unable to give advance notice to WHO of their expected arrival time and are therefore not met at the airport, they can take the "Yellow Airport Metered Taxis" available at the main arrival area. The fare is 70 pesos (flag-down rate for the first 500 metres) plus 4 pesos for every 300 metres—roughly 250 pesos to any of the designated hotels.

For easy identification upon arrival at the airport, representatives are requested to wear the lapel labels provided along with this booklet. Luggage tags also have been provided.

It is important for representatives to send to the WHO Regional Office for the Western Pacific their arrival and departure details so that airport transport can be arranged.

Online registration is available at:
www.wpro.who.int/rcm/register.aspx



Departure

WHO will provide transportation to representatives scheduled to depart from designated hotels to Ninoy Aquino International Airport. The departure time from the designated hotels to the airport will be posted at the WHO Desk located at the lobby of each hotel.


Upon reconfirmation of flights, travellers will be given an embarkation card (for international travel only). The completed embarkation card should be submitted to the officer at the Immigration Counter at the airport.

All passengers embarking for international travel will be levied terminal and security fees of 750 pesos payable at the airport.



Hotel accommodations

The following hotels have been designated as official hotels for representatives:

Hotel name and address	Star rating	Distance to conference site	Type of room	Daily room rates (net of tax)	
				In local currency (PhP)	In US\$
Manila Hotel One Rizal Park 0913 Manila, Philippines Tel.: (+63 2) 527 0011 Fax: (+63 2) 527 9467 Website: www.manila-hotel.com.ph 	5-star	10 minutes by car	Grand deluxe rooms Single/double	4600	106
			Superior deluxe rooms Single/double	5500	127
			Park suite (1 bedroom)	13 007	301
			Bay suite (1 bedroom) Executive suite	15 897	367
Hotel H2O Luneta, 1000 Manila, Philippines Tel.: (+63 2) 238 6171 Fax: (+63 2) 238 6175 Website: www.hotelh2o.com 	5-star	10 minutes by car	Parkview room Bayview room Single/double	3500	81
			Aqua room Single/double	4000	92

Rates of exchange is PhP43.28 to US\$ 1.00 (as of May 2011).

Manila Hotel and Hotel H2O offer complimentary shuttle services to/from WHO.

In order to allow WHO to hold a sufficient number of rooms, representatives are advised to register online not later than 15 September 2011. Rooms will be subject to availability, and rates may not be guaranteed beyond this date. Online registration is available at:

<http://www.wpro.who.int/rcm/register.aspx>

2 WHO Regional Office for the Western Pacific and its Services

Location

The WHO Regional Office for the Western Pacific is situated on United Nations Avenue, corner Taft Avenue, Ermita, Manila.

Postal address: WHO Regional Office for the Western Pacific
P.O. Box 2932, 1000 Manila, Philippines
Tel.: (+63 2) 528 8001, (+63 2) 303 1000
Fax: (+63 2) 521 1036, (+63 2) 526 0279
E-mail: rcm@wpro.who.int



Telephone, facsimile and e-mail facilities are available in the Regional Office during office hours (08:00–17:00). Phone cards can also be purchased at the Enquiry Desk located at the foyer of the Conference Hall.

Smoke-free policy

The WHO Regional Office is a smoke-free environment. The policy includes no smoking during all WHO meetings and associated functions.



Banking facilities

Marsman Drysdale Travel Inc., the WHO Regional Office's in-plant travel agency, will assist in the encashment of traveller's cheques. Its office is open from 08:00 to 17:00. The Bank of the Philippine Islands (BPI) and Banco de Oro (BDO) are a short walk from WHO. They are open from 09:00 to 16:30 daily.

Peso (PhP) is the Philippine currency. Corresponding denominations include:

- Coin centavos : 1, 5, 10 and 25
- Coin Pesos: 1, 5 and 10
- Bank notes: 20, 50, 100, 500 and 1000 pesos

Exchange rate as of May 2011 is PhP43.28 to US\$ 1.00

International credit cards are accepted by the majority of tourist establishments. Automated teller machines (ATMs) are available 24 hours a day. ATMs are available along United Nations Avenue (BPI ATM), in malls and at the guard house at the United Nations Avenue entrance to WHO.



Information technology service

The Regional Office has a wireless network in place, which will allow representatives and guests to access the Internet. The wireless network can be accessed from multiple hot spots on the premises and supports wireless standards 802.11a, 802.11b and 802.11g with Wireless Protected Access II (WPA2) security protocols for increased user security and protection. Upon request to the Enquiry Desk located at the foyer of the WHO Conference Hall, a time-limited user ID and password will be provided.



Internet lounge

The Regional Office has a free Internet lounge adjacent to the Conference Hall on the second level. The lounge has a limited number of computers and is open during the meeting.

Medical services

A nurse is on duty to give first aid, prescribed injections and simple treatments in the clinic of the WHO Regional Office, room 202-A of the Main Building, telephone number (+63 2) 528 9621, from 08:00 to 17:00. In addition, a regional staff physician will be on duty Monday to Friday from 08:00 to 17:00. Hospitals in very close proximity to the WHO Regional Office are:



Manila Doctors Hospital

667 United Nations Avenue, Manila
Telephone: (+63 2) 524 3011
(across the street)



Medical Center Manila

General Luna Street, Manila
Telephone: (+63 2) 523 8131
(a five-minute walk)

Cafeteria

The WHO cafeteria serves breakfast and lunch, as well as coffee, tea, soft drinks, snacks and hot meals. It is open from 06:00 to 18:00.



Library

The WHO Library is situated on the second floor of the Main Building of the Regional Office and is open from 08:00 to 17:00, Monday to Friday.



3 Information on the Philippines and Manila

Entry requirements

Representatives and other participants are required to have a passport valid for at least six months beyond period of intended stay and an entry visa, if required, for the Philippines. Nationals of some countries and territories may enter the Philippines visa-free if their stay ranges from 7 to 59 days.



If you are uncertain about Philippine visa requirements for visitors from your country, please check with a consulate or embassy of the Philippines, or check the link below:

<http://www.wpro.who.int/internet/resources.ashx/RCM/rc62/philippinevisa.pdf>

Representatives having difficulty obtaining a visa may kindly communicate immediately with:

Administrative Services Officer
World Health Organization
Regional Office for the Western Pacific
United Nations Avenue
1000 Manila, Philippines
Tel.: (+63 2) 528 9608
Fax: (+63 2) 521 1036
E-mail: rcm@wpro.who.int

Health regulations

Yellow fever vaccination is required for visitors arriving from infected areas, except children under 1 year of age. Visitors from infected areas may be subject to isolation if this is determined to be necessary.

Customs

Visitors may bring in a laptop and other IT equipment for personal use and up to two bottles of duty-free alcoholic beverages.

Climate and clothing

The climate is tropical with temperatures ranging from 25°C to 32°C. The rainy season extends from mid-May to mid-November, when it is advisable to have a light raincoat or umbrella. Humidity is high (65%–90%) all year.

Light clothing is recommended. Offices, hotels and shops are fully air-conditioned and visitors may sometimes feel the need for a light jacket or a sweater.

For official functions, a business suit or national costume is suggested.

Electricity and water

The common standard power supply in Manila is 220 volts, but 110 volts are also available in most hotels. The frequency of electrical current is 60 kilohertz.

Potable running water is chlorinated, but consumption of bottled water is advisable.

Local time

Local time is 8 hours ahead of Greenwich Mean Time (GMT).
Manila does not use daylight saving time.

Public facilities

Business	Weekdays	Saturdays	Sundays/national holidays
Banks	09:00–15:00	Most are closed	Closed
Government offices	08:00–17:00	Closed	Closed
Post offices	08:00–17:00	Closed	Closed
Shopping malls	10:00–21:00	Open	Open

Local transport

Manila’s public transportation system consists of buses, taxis, jeepneys, Light Railway Transit 1 (LRT 1) with routes from Monumento to Baclaran, LRT 3 with routes from Claro M. Recto to Marikina, and the Metro Railway Transit 2 (MRT 2) with routes along Epifanio delos Santos Avenue (EDSA).

Most taxi drivers understand and speak English. The minimum rate is 40.00 pesos and 3.50 pesos per succeeding kilometre.

There are several car-for-hire companies operating in the city. For security reasons, when possible, request the hotel concierge for assistance. Do not use horse-drawn carriages (calesas) and bicycle carts (pedicabs).



Security in the Philippines

As in all large cities, it is essential to observe reasonable security precautions and to guard against the danger of falling victim to fraudulent practices to which tourists may be exposed to, for example, spurious requests for financial assistance, offers of goods and services, and the exchange of foreign currency. Therefore, prudence and sound judgement should be practised at all times, whether in hotels, on the street, in a taxi or simply telephoning.

In case of any emergency, the Regional Office's 24-hour telephone numbers are (+63 2) 528 8001 and (+63 2) 303 1000.

Shopping and entertainment

Times Plaza, a small shopping centre located on United Nations Avenue corner Taft Avenue, across the street from the Regional Office, has a small number of restaurants and stores.

Robinson's Place, a full-service shopping mall within walking distance of the Regional Office, has a large variety of shops and restaurants.

In addition to Robinson's Place, there are several other modern shopping malls within 30 to 45 minutes travel by car or taxi from the Regional Office. These commercial centres have a large number of restaurants, modern air-conditioned cinemas, food, department stores, and assorted outlets for electrical equipment and appliances, furniture, clothing, pharmaceuticals, jewellery, books, etc. The stores are generally open from 10:00 to 21:00.



Roxas Boulevard is well known for its seaside walk, restaurants and night clubs. Many large hotels, as well as the Cultural Center of the Philippines, the Folk Arts Theatre and the Philippine International Convention Center are located on Roxas Boulevard.

Telephone and facsimile

The country code for the Philippines is 63 and the city code for Manila is 2. Phone booths are located at the Conference Hall lounge and foyer. International prepaid cards will be available for sale at the Enquiry Desk. Calls made using these phone cards are about 40% cheaper than operator-assisted calls. Instructions on the use of the phone cards are posted inside the phone booths.

International direct dialling (IDD) is available in Manila and other major cities. The outgoing international code is 00.

Fax services are available at the Registry Unit (Room 112-G) of WHO and at major hotels and business centres.

Tipping

Tipping is expected for many services. The standard practice is 10% of the bill when dining. Tipping is optional on bills that already include a 10% service charge.

