

Information Note:
High-level Meeting on ‘Achieving Sustainable Graduation for the LDCs’
29-30 November 2017, Dhaka, Bangladesh

1. Introduction

The High-level Meeting on ‘Achieving Sustainable Graduation for the LDCs’ will be held in Dhaka, Bangladesh from 29-30 November 2017. This meeting will be organized jointly by the Office of the High Representative for LDCs, LLDCs and SIDS (UN-OHRLLS) and the Government of Bangladesh. The primary objective of the meeting is to assess the potential impacts of graduation on the graduating countries, make recommendations on necessary preparations to fully adapt to the changing circumstances arising from the erosion of LDC-specific support and accelerate the momentum of graduation to maintain the development trajectory of the country with a view to achieving the SDGs by 2030.

More information on the High-level Meeting can be accessed at:

<http://unohrlls.org/event/high-level-meeting-achieving-sustainable-graduation-ldcs/>

2. Venue

The meeting will be held in the **Pan Pacific Sonargaon Hotel in Dhaka, Bangladesh**. Address of the Hotel is:

Pan Pacific Sonargaon Dhaka
107 Kazi Nazrul Islam Avenue
Dhaka 1215, Bangladesh

See map for exact location at-

<https://www.panpacific.com/en/hotels-resorts/bangladesh/dhaka/stay/destination/our-location.html>

3. Visa arrangements

The participants are advised to obtain prior visas from the nearest Bangladesh Embassies/Consulates. In order to find out if a visa is required for Bangladesh, please check www.immi.gov.bd. If the participant is from a country where Bangladesh does not have a resident Mission, Visa-on-Arrival may be arranged upon sending prior information to MoFA Points of Contact along with a scanned copy of passport (listed at the end of this document) as soon as possible.

4. Hotel accommodation

Sponsored participants will stay at the Pan Pacific Sonargaon Hotel in Dhaka at a concessional rate. The concessional rate for single room per night is **USD 195** (including breakfast) with all taxes. Participants will be entitled to the special rate DSA upon presentation of their hotel invoice reflecting that they stayed at the Pan Pacific Sonargaon Dhaka and that they did not share accommodations. Otherwise, they will be paid the regular rate of \$139.

Non-sponsored participants are also encouraged to stay in the same hotel and may enjoy the negotiated rate, subject to the availability of rooms. They can make their hotel booking through reservation email < fmchowdhury@panpacific.com > with CC to MoFA Points of Contact and mention in the subject “High-level Meeting on ‘Achieving Sustainable Graduation for the LDCs’ Dhaka, Bangladesh 29-30 November 2017”.

5. Travel arrangements

Participation of a senior Government Official from graduating LDCs will be funded by UN-OHRLLS. The UN-OHRLLS will provide a round trip economy class air ticket and daily subsistence allowance (DSA). In order to initiate travel requests, please confirm participation at the earliest to UN-OHRLLS, latest by 24 October 2017. All other participants of the conference are requested to make their own travel arrangements.

Participants are advised to arrive in Dhaka a day prior to the Conference.

6. Arrival at the Airport

All delegations will be received at Hazrat Shahjalal International Airport, Dhaka, and will be assisted by protocol officials on customs, immigration and baggage clearance at the airport. Transportation between the airport and the designated hotel will be provided by the Government/Hotel to the participants staying at the Hotel. Participants should email their itinerary to MoFA Points of Contact for this purpose.

The taxi fare between airport and city centre is approximately **\$20**. Travel time between the airport and the hotel Pan Pacific is approximately **45-60 minutes depending on traffic**.

7. Currency and Banking Services

Local currency in use in Bangladesh is Bangladeshi Taka (BDT). Exchange rates, as of 15 October 2017, are 1 Euro = 96 BDT and 1 US dollar = 81 BDT (approx.).

Currency exchange service is available at the airport as well as at the hotels.

Automatic Teller Machines (ATM) are conveniently located at different places including at the shopping centers and malls in the city and operate with widely accepted international credit and debit cards affiliated with SCT, Visa and Master Card. Please check with your local bank before departure whether your bank card is valid in Bangladesh.

All the banks are open from Sunday to Thursday 10:00 hrs to 17:00 hrs.

8. Telecommunication Services

Internet services within the meeting room are provided free-of-charge. Complementary wifi at the hotel lobby and hotel rooms will also be available for participants staying at the hotel. Also, all star hotels in Dhaka provide local and international telephone services, fax, telex and internet services.

9. Medical facilities

Arrangements will be made at **the Pan Pacific Sonargaon** Hotel to attend to the common and minor ailments during the Meeting. In case of emergency, the participants are advised to contact the designated protocol officers or the hotel staff.

A yellow fever vaccination certificate is required for travelers arriving from countries with risk of yellow fever transmission. Detailed information on health concerns can be obtained from the World Health Organization Website: <http://www.who.int/ith/en/>.

10. Working language

The working language of the conference will be English. Simultaneous interpretation services will be made available in French.

11. Additional information

a. Language commonly used in Bangladesh is Bengali. English is also widely spoken and understood.

b. The electric supply is 220 Volt AC (50 cycles) throughout the country. The plugs have two round prongs or three prongs. It is recommended that delegates bring their own adaptors to comply with the electric current and plugs.

c. The time zone in Dhaka is GMT+6.

d. The regular government business hours are from 09:00 hrs to 17:00 hrs (Sunday through Thursday).

e. The average temperature in Dhaka in November is fairly hot at 24 °C (75.2 °F). Afternoons can be very hot with average high temperatures reaching 29 °C (84.2 °F). Overnight temperatures are generally somewhat warm with an average low of 19 °C (66.2 °F). In November there is a variation/ range of mean diurnal temperatures of 10 °C (18 °F).

Read more: <http://www.dhaka.climatemps.com/november.php#ixzz4prNYzIZG>

f. Bangladesh has a very wide variety of food and beverages to offer. The meat is mostly from chicken, goat, beef or fish and is grilled or cooked with Bangladeshi especial spices.

g. It is recommended that delegates do not drink direct tap water. Mineral water is available in bottles of different sizes and in different brands at reasonable rates, including in the conference area.

12. Emergency contacts in Dhaka

UNDSS: +88 01713257666

Police: 999, 01713398638, 01713-373180, 01713-373162

Fire: 02-9555555, 02-9521152-53, 07130336699

Ambulance: 02-9330188, 02-9330189

Standard Chartered Bank: 16233 (from mobile), +88 09666777111

HSBC Bank: 16240 (from mobile), +88 09612716240

13. Points of contact

For further information or clarification, participants may wish to contact:

Government of Bangladesh

<ul style="list-style-type: none">• Mr. Md Tarazul Islam Assistant Secretary Ministry of Foreign Affairs Bangladesh	Tel: +88 02 47110642 Mobile: +8801722198096 Email: tarazul.islam@mofa.gov.bd
<ul style="list-style-type: none">• Mr. Md. Warishul Islam Assistant Secretary Ministry of Foreign Affairs Bangladesh	Tel: +88 02 47110642 Mobile: +8801717170990 Email: warishul.islam@mofa.gov.bd

UN-OHRLLS

<ul style="list-style-type: none">• Ms. Rita Ruohonen Economic Affairs Officer, New York	Email: ruohonen@un.org Tel no: +1 212 963 1804
<ul style="list-style-type: none">• Mr. Abdul Alim Senior Economic Affairs Officer, New York	Email: alim1@un.org Tel no: +1 212 963 0814