



**Regional Access and Benefit-Sharing Workshop
11-12 March 2025
Bangkok, Thailand
Logistics Note**

Thai visa: Please check Thailand's arrival requirements [here](#)

**DSA/
Terminals** For funded 'international' participants, your country office focal point will calculate your '**actual**' DSA and arrange your air ticket based on these estimates:

Estimated DSA calculation				
Arrival date 10 Mar.	Meeting Day 1 11 Mar	Departure date Meeting Day 2 12 Mar	Terminal Allowance	Total DSA / person
274	274	-	252	800

DSA = UN DSA rate (as of 1 Feb.2025); No DSA on the departure date

- The itinerary must be approved before issuing an air ticket. Any deviations from this entitlement /approval will be at a personal expense;
- If the participant's departure flight is **only available the next day (13 Mar), no evening flight on 12 Mar**, the air ticket and an additional 1-day DSA (for 12 Mar) will be covered by the organizer;
- Participant must arrange & pay for their own accommodation, meals, and transportation while in Bangkok. For UNDP hotel rate, please check [here](#)
- AM/PM coffee breaks will be provided during the meeting. Lunch will be at own expenses

For Country office's **COA for air tickets and DSA**

Travel Arranger Please create a Travel Request (TR) in UNALL for the partial DSA and terminal expenses chargeable to the below COA and send it to Thitima:

Travel Processor:

Ms. Thitima Phuavong E: thitima.phuavong@undp.org ,

Please CC: Nittaya Saengow , E: nittaya.saengow@undp.org

For any questions on logistics, please contact:
Ms. Nittaya Saengow E: nittaya.saengow@undp.org CP: (+66) 81 712 3244



National Institute of
Biological Resources



Ministry of Environment



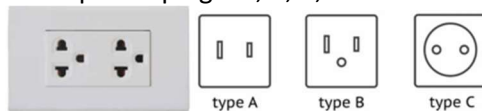
Expenditure Organization (department ID)	Cost Centre	Funding Source	Account	Award Number (Contract Number)	Award Name	Project Name	Project Number	Task No.	Imp Agent	Donor
44166	B0441	Gov of ROK	75700	1309990	130990-BRC-GOVKOR-01003100	Accelerating the way for an integrated approach to contribute to the SDGs..	1003100	Act.2	001981	000204

Meeting Tues.11-Wed. 12 March 2025 (1.5 days)
Venue: Meeting Room G, UN Conference Center
 United Nations Economic and Social Commission for Asia & the Pacific (UNESCAP)
 Rajadamnern Nok Avenue, Bangkok (Map: [here](#))

Registration required Online and onsite participants must register at this link: [here](#)

Local Currency Exchange rate USD 1 = approx. THB 34 ([link](#))

Wifi, Power supply and plug type Participants must bring their own laptops. Wi-Fi internet will be provided at the meeting. Thailand Wall Outlet Voltage: 220V. Thailand power outlets support one of these power plugs: A, B, C, or a modern Thai power outlet (most popular type).



Weather Please check the updated weather [here](#)

For any questions on logistics, please contact:
 Ms. Nittaya Saengow E: nittaya.saengow@undp.org CP: (+66) 81 712 3244