

Sixty-ninth session of the **WHO Regional Committee** for the Western Pacific



**World Health
Organization**
Western Pacific Region

GENERAL INFORMATION

8–12 October 2018 • Manila, Philippines

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1. Preparations for the WHO Regional Committee for the Western Pacific

Date and place of the session

The sixty-ninth session of the World Health Organization Regional Committee for the Western Pacific will be held in Manila, Philippines, from 8 to 12 October 2018, at the main Conference Hall of the WHO Regional Office for the Western Pacific, located at the corner of United Nations and Taft avenues, Ermita, Manila.

Meetings will run from 09:00 to 12:00 and 14:00 to 17:00 daily, with 15-minute coffee breaks during 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

Email: wprorcm@who.int

Languages

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

Hotels

The **Manila Hotel** and **Rizal Park Hotel** have been designated as official hotels for representatives. Details are below:



The 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 stars

Superior deluxe

Single/Twin: Php ₱5 500.00
(USD \$105.95)

Sunset/Sunrise suite

Php ₱14 935.00 (USD \$287.72)

Identification and security

Representatives should wear identification badges at all times during sessions and social functions. For identification and security, badges will be provided at designated hotels prior to the session.



Rizal Park Hotel

South Road Drive, TM Kalaw Ext.,
Ermita 1000 Manila, Philippines

Tel: [+63 2] 804 8700

Fax: [+63 2] 804 8777

Website: www.rizalparkhotel.com.ph

4 stars

Deluxe room

Single/Double: Php ₱4 200.00
(USD 80.91)

Junior suite

Php ₱5 200.00 (USD \$100.18)

Rate of exchange is 51.909 Philippine pesos to 1 US dollar (May 2018). Room rates include breakfast and Wi-Fi. Both hotels offer complimentary scheduled shuttle service to/from WHO. In order for WHO to hold sufficient rooms, representatives are advised to register online no later than 31 August 2018. Rooms are subject to availability, and rates cannot be guaranteed beyond this date. Please register online at: <http://www.wpro.who.int/rcm/register.aspx>

*Above rates apply if booking is made from WHO.

Travel and transport

Arrival

The Ninoy Aquino International Airport (NAIA) is the main international gateway to the Philippines. The airport has three terminals (depending on the carrier), located between Pasay City and Parañaque City, about seven kilometres south of Manila.

WHO will assist all representatives upon arrival at NAIA and provide transport to designated hotels. Representatives should proceed to the International Organizations Desk after the Customs Area of NAIA terminals 1 and 3. For assistance at NAIA Terminal 2, please proceed to the Public Information Counter, located at the arrival lobby after Immigration and Customs. Representatives may request assistance to get an airport taxi service to transport them safely to the hotel. These official yellow airport metered taxis are available in front of the main arrival area. The fare is 70 pesos (flag-down rate) plus four pesos for every 300 metres – for a total of about 400 pesos to the designated hotels. Fares may increase due to traffic.

For easy identification upon arrival at the airport, representatives are requested to wear the lapel labels provided with the WHO luggage tags in your registration materials. If flight plans change after

registering online, representatives should provide updated itineraries to the WHO Regional Office for rescheduling airport transport.

Departure

WHO will provide transportation from designated hotels to the Ninoy Aquino International Airport for departing flights.

Upon reconfirmation of flights, travellers will be provided with a transport flier indicating arrangement for transport to the airport.

Rizal Park Hotel
 South Road Drive, TM Kalaw Ext.,
 Ermita 1000 Manila, Philippines
Tel: (+63 2) 804 8700 • **Fax:** (+63 2) 804 8777
Website: www.rizalparkhotel.com.ph





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The Manila Hotel
 One Rizal Park 0913 Manila, Philippines
Tel: (+63 2) 527 0011 • **Fax:** (+63 2) 527 9447
Website: www.manila-hotel.com.ph





69th session of the WHO Regional Committee for the Western Pacific
8–12 October 2018 • Manila, Philippines

Luggage tag





World Health Organization
Western Pacific Region

69th session of the WHO
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Western Pacific
8–12 October 2018 • Manila, Philippines

Please wear your lapel on arrival in Manila, Philippines,
so you can be identified and assisted by the staff of the
World Health Organization.

Lapel label



2. WHO Regional Office for the Western Pacific and its services

Location

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

Email: wprorcm@who.int

Smoke-free policy

The WHO Regional Office is a smoke-free environment. The policy stipulates no smoking on the premises during all meetings and functions.

Banking facilities

The Regional Office's on-site travel agency will assist in the encashment of US dollar notes. The service can be used from 07:30 to 17:00 daily.

Foreign currency can be exchanged at banks, airports and exchange desks of designated hotels. The Bank of the Philippine Islands (BPI) and Banco de Oro (BDO) are a short walk from WHO.

Banks	Weekdays	Saturday	Sundays/national holidays
BPI	09:00 to 16:30	Closed	Closed
BDO	08:30 to 17:30	Closed	Closed

International credit cards are accepted at most tourist establishments. ATMs are available 24 hours a day. There is an ATM in the guardhouse at the United Nations Avenue entrance to WHO. An ATM is also accessible at the Manila Hotel. Many others are located along United Nations Avenue near WHO.

Information technology services

The Regional Office offers a Wi-Fi network so representatives and guests will have Internet access.

Upon request to the Enquiry Desk located at the foyer of the WHO Conference Hall, a user ID and password will be provided.

Medical services

A nurse is on duty to provide first aid, prescribed injections and simple treatments in the clinic of the Regional Office, room 202-A of the main building from 08:00 to 17:00 daily (Telephone: +63 2 528 9621). In addition, a staff physician will be on duty from Monday to Friday, from 08:00 to 17:00.

For more extensive medical services, you may visit:

Manila Doctors Hospital
667 United Nations Avenue, Manila
Telephone: (+63 2) 558 0888
(located across the street from WHO)



Cafeteria

The WHO cafeteria serves breakfast, lunch, snacks and beverages from 06:00 to 18:00.



Library

The WHO Library is on the first and second floors of building 4 of the Regional Office. It 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 from the date of entry to the Philippines, as well as an entry visa, if required. Nationals of some countries and areas may enter the Philippines and stay up to 30 days without a visa.

If you are uncertain about Philippine visa requirements, please consult the nearest consulate or embassy of the Philippines, or check the link below: <http://www.wpro.who.int/rcm/visa>

Representatives having difficulty getting a visa should communicate immediately with:

Administrative Services Officer

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

Telephone: (+63 2) 528 9608

Fax: (+63 2) 521 1036

Email: wprorcm@who.int

Customs

Visitors may enter the Philippines with a laptop computer and IT equipment for personal use.

Health regulations

The Government of the Philippines requires proof of yellow fever vaccination of travellers from countries with risk of yellow fever. Visitors from those areas may be subject to isolation.

No countries in the Western Pacific Region are on the list of countries with risk of yellow fever virus transmission. For complete information on vaccine requirements for travellers, please see: <http://www.who.int/ith/en/>

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, during which time 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 air-conditioned, and visitors sometimes may feel the need for a light jacket or a sweater. For official functions, a business suit or national costume is suggested.

Currency and exchange rate

The peso (₱) is the Philippine currency. Corresponding denomination include:

- Coin centavos: 5, 10 and 25
- Coin pesos: 1, 5 and 10
- Banknotes: 20, 50, 100, 200, 500 and 1000 pesos

Exchange rate as of May 2018 is 51.909 Philippine pesos to 1 US dollar.

Electricity and water

The standard power supply in Manila is 220 volts, but 110-volt outlets are available in the official designated hotels. The frequency of electrical current is 60 kilohertz.

Although Manila tap water is generally potable, bottled water is recommended for drinking.

Languages spoken

Filipino is the national language. English is the business language and widely spoken.

Local time

The local time is eight hours ahead of Greenwich Mean Time (GMT). Manila does not use daylight savings time.

Public facilities

Banks	Weekdays	Saturday	Sundays/national holidays
Banks	09:00–16:30	Most 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, FX shuttles, and light rail systems (such as Manila Light Rail Transit – LRT and Manila Metro Rail Transit – MRT).

Most taxi drivers understand and speak minimal English. The minimum flag-down rate is 30 pesos and 3.50 pesos for every succeeding 300 metres. Fares are higher during heavy traffic times.

Car-for-hire companies (including GRAB) operate in Manila. For maximum security, please request assistance from the hotel concierge in arranging transport. Avoid bicycle carts (pedicabs), horse-drawn carriages (calesas) or jeepneys.

Traffic can be quite heavy in Manila. Please consult traffic updates before outings. A reliable website is <https://twitter.com/mmda>.

Safety

Visitors should take reasonable security precautions to guard against theft or fraudulent practices, such as spurious requests for financial assistance and bad-faith offers of goods and services, including currency exchange.

Prudence and sound judgement should guide your actions at all times, whether in the hotel, on the street, in a taxi or simply talking on the telephone.

In case of emergency, the Regional Office's 24-hour telephone numbers are:

(+63 2) 528 8001 • (+63 2) 303 1000

Shopping and entertainment

Robinsons Place Manila is the closest mall within walking distance of the Regional Office. It offers a wide variety of shopping, leisure, entertainment and dining options.

There are also modern shopping centres in Makati, Mandaluyong and Manila, which are 30–45 minutes by car from the Regional Office, depending on traffic. These commercial centres also offer a wide variety of restaurants, modern cinemas, department stores and outlets for electrical equipment, appliances, furniture, clothing, pharmaceuticals, jewellery, books, etc.

Tipping

The standard practice is at least 10% of the bill when dining. Smaller tips are optional (but recommended) on bills that already include a 10% service charge.

Telecommunication facilities

The country code for the Philippines is (63) and the city code for Manila is (2).

The international direct dialling (IDD) code for outgoing calls is 00.

Fax services and Wi-Fi are available in major hotels and business centres.

WHO REGIONAL COMMITTEE SECRETARIAT OFFICE

World Health Organization

Regional Office for the Western Pacific

United Nations Avenue, 1000 Manila, Philippines

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