

**THE 3rd EAHC MARINE SPATIAL DATA INFRASTRUCTURE
WORKING GROUP MEETING**
19-21 September 2023, Hanoi, Vietnam

LOGISTIC INFORMATION

The 3rd MSDI WG Meeting of the East Asia Hydrographic Commission (EAHC 3rd MSDI WG) will be hosted by the Viet Nam Hydrographic Office (VHO) in Ha Noi, Viet Nam from 19th to 21th September 2023. VHO as the organizer for the meeting is pleased to welcome you to Ha Noi, Viet Nam and also provide the following logistic information for the meeting. Please contact VHO's Secretariat Team if you need any additional information or assistance.

Viet Nam Hydrographic Office (VHO)

Phone : +84 225 6 255 000

Email : qh_chart@vho-navy.vn and msdivietnam2023@gmail.com

Please indicate "EAHC 3rd MSDI" in the subject of your email.

DATE, TIME, AND FORMAT OF MEETING

The 3rd EAHC Marine Spatial Data Infrastructure Working Group Meeting will be held on 19-21 September 2023 at Melia Hanoi Hotel, No. 44 Ly Thuong Kiet street, Tran Hung Dao ward, Hoan Kiem district, Hanoi, Vietnam.

The meeting will be conducted onsite only.

PRE-REGISTRATION

The pre-registration form for the meeting is provided as Annex A to this Circular Letter. Those who wish to participate in the meeting in person are kindly requested to submit the **registration form**, a **scanned copy of the passport**, and a **digital face photo** to the VHO's Secretariat Team at qh_chart@vho-navy.vn and msdivietnam2023@gmail.com **no later than August 31, 2023**.

After receiving the registration forms, the Secretariat Team will send the invitation letter to participants by e-mail (if needed). If you need additional information, please let the VHO's Secretariat Team know by e-mail.

VENUE

Hanoi is the capital of Vietnam and the second-largest city in the country. Founded over a thousand years ago, the city is rich in history with many beautiful streets in the Old Quarter, ancient temples, and various scenic lakes. Hanoi offers an interesting blend of Western and Eastern cultures, which has contributed to the most wonderful places in the world.

The meeting will be held at Melia Hanoi Hotel, one of the most famous hotels in Hanoi.



MELIA HANOI HOTEL

No. 44 Ly Thuong Kiet street, Tran Hung Dao ward, Hoan Kiem district, Hanoi

Website: <https://www.melia.com/>

Tel: +84 24 3934 3343

TRANSPORTATION

The Melia Hanoi Hotel is located 28km from NoiBai International Airport, here are some Taxi Companies to refer to:

Taxi Company	Telephone Number
Airport Taxi	+84 243 88 666 66
NoiBai Taxi	+84 243 88 688 88
Taxi Viet Thanh	+84 243 56 366 66
Taxi Mai Linh	+84 243 82 226 66
Taxi Group	+84 243 85 151 51

ACCOMMODATION

Delegates are recommended to stay at the meeting venue - Melia Hanoi Hotel or Muong Thanh Grand Hanoi Centre Hotel. The organizers have obtained special rates inclusive of breakfast and Wi-Fi internet access. As there are a limited number of rooms with these special rates, availability will be on a first-come-first-served basis. However, there are many hotels around that you can choose.

Should Delegates wish to stay at the special rate above, please contact to us through email qh_chart@vho-navy.vn and msdivietnam2023@gmail.com.

OTHER INFORMATION

Languages:

Vietnamese is the official language. English is widely understood and spoken at airports, hotels, restaurants, and shopping malls in Hanoi.

Local time:

Hanoi is seven (7) hours ahead of Greenwich Mean Time (GMT+7).

Climate:

The time of convening the meeting is in the Autumn in Viet Nam. During September, the average temperature varies from 25 to 31 Celsius degree. The weather is hot and humid weather with abundant rainfall and few dry days.

Currency:

The official currency in Vietnam is the Vietnam dong, symbolized by ₫ or VND.

Notes: 1,000 VND, 2,000 VND; 5,000 VND, 10,000 VND, 20,000 VND, 50,000 VND, 100,000 VND, 200,000 VND, 500,000 VND

ATMs accepting international cards (Visa, Mastercard, American Express, JCB) can be found just outside the arrival gates at all major airports.

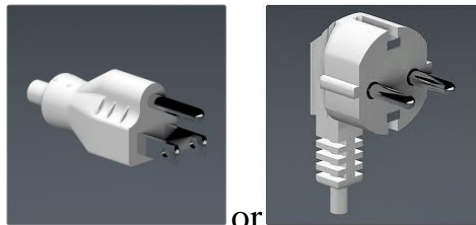
To avoid high cash withdrawal fees and conversion rates, you should exchange currency at foreign currency exchange desks inside airports, at your hotel, or at local banks with better rates.

Most establishments accept payments from major credit card providers such as Visa, Mastercard, JCB, and American Express. Hotels, tour operators, boutiques, restaurants, grocery stores, and spas generally accept international debit and credit cards. Your card provider will set conversion rates and swiping fees.

Voltage and electrical outlets:

The standard voltage is 220 volts and the standard frequency is 50-60Hz.

There are two (2) associated plug types in Vietnam, as seen below. It is recommended to bring your own appropriate adaptor for your chargers and electrical gadgets for convenience.

**Sim card:**

eSIM online can pre-order, or buy a new sim card at a Physical store on arrival. More information is available here: <https://www.vietnam-visa.com/vietnam-sim-card/>. The popular phone companies are Vinaphone, Viettel, and Mobifone.

CONTACT POINT

a. Lt Cdr Nguyen the LONG

Email: qh_chart@vho-navy.vn

b. Sr Lt Nguyen Duy TRUC

Email: msdivietnam2023@gmail.com

THE 3rd EAHC MARINE SPATIAL DATA INFRASTRUCTURE WORKING GROUP MEETING

19-21 September 2023, Hanoi, Vietnam

REGISTRATION FORM

Please submit the completed Registration Form by e-mail to to the VHO's Secretariat Team at qh_chart@vho-navy.vn and msdivietnam2023@gmail.com **no later than August 31, 2023.**

Member State	
Organization	

Head of Member of delegation

Head of Delegation

Member of delegation

Personal Details

Rank of Title	
Name	
Given/Personal Name	
Position/Job Title/Role	
Nationality	
Mobile	
Email	
Flight details	Arrival (date/time/Flight No.):
	Departure (date/time/Flight No.):
Dietary Requirements (if any)	

Date

Signsture