

Note for Information

CCOP - KIGAM Unconventional Oil and Gas Project: Mapping of Black Shale Formations for the Prediction of Shale Resources (UC Project)

National Coordinators Meeting & Workshop (UCM6)
16-18 Aug 2016, Da Nang City, Vietnam

Accommodation	Danang Petro Hotel 07 Quang Trung, Hai Chau Dist, Da Nang City Tel: (084)05113 834 834 Fax: (084)05113 888 912 Email: info@danangpetrohotel.vn , res@danangpetrohotel.vn Website: http://danangpetrohotel.com.vn/foreign/index.asp
CCOP Group Hotel Room Rates	Superior Single room: USD42/night Superior Double room: USD52/night Complimentary from the hotel • Daily flowers, fruit platter (Suite room) • Daily breakfast • Daily tea, coffee and mineral water in room • Wifi internet, TV with LCD screen of 32 inches • Swimming Pool Check in and check out time - Check-in time is from 14.00 and check-out time is before 12:00 <u>Accommodations will be reserved according to the arrival and departure date, or depending on special requests. Payments for accommodation is on individual account.</u> <u>The cancellation fee for no show MUST be paid by each registered participant/company and is NOT the responsibility of the organizer.</u> <u>Any consumption from the mini bar will be charged to the guest account.</u>

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Meeting Venue	TBC
Internet	Complimentary Internet access in room and selected resort areas
Evening Functions	Information about the sponsored dinners to be announced later.
Airport Transfer	Please look for CCOP and/or Hotel sign when arriving at Airport.
Visa Requirements for Foreign participants	CCOP participants will receive " Acceptance Letter " issued by the CCOP TS as organizer via E-mail for the travel approval from their organizations. The host organization in Lao-PDR will also issue the official invitation letters to all. Note: The participant must possess a passport valid for at least six months upon arrival.
Sponsorship	Daily Subsistence Allowance (DSA) for sponsored participants: will be distributed on day 1 of the workshop. This DSA covers accommodation (based on single occupancy rate), meals and any incidental expenses. Sponsored participants are to settle the payment of their room and personal expenses with the hotel directly.
Travel Insurance	Foreign participants are strongly recommended to obtain the travel insurance plan that suits their needs.
Activity Record	A USB drive will be provided to all participants to record the presentations, final list and contact details of participants and some pictures.
Currency	1.00 USD = ~22,000 VND as of July 2016
Climate	24°- 38°C Temperature in August. Rainy season.
Time Zone	GMT +7

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**For more information,
please contact**

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