



**Asia-Pacific
Economic Cooperation**

EGNRET

**43rd Meeting
of
APEC Expert Group on New and Renewable Energy Technology**

ADMINISTRATIVE CIRCULAR



10-14 November, 2014
Chiang Mai University, Chiang Mai Province, Thailand

1. INTRODUCTION

This Circular presents the arrangements and other relevant information of the 43rd Meeting of the APEC Expert Group on New and Renewable Energy Technology (EGNRET). EGNRET 43 will be held in Chiang Mai University, Chiang Mai Province, Thailand on November 12-13, 2014. Before the EGNRET 43 Meeting, Two APEC Workshops will be arranged, one is the Smart DC Power Opportunity for Community (November 10-11) at Chiang Mai Rajabhat University, the other is the Capacity building for installers and system designers for solar PV rooftop installations (November 11) at Chiang Mai Rajabhat University, which is a parallel workshop with Smart DC Power Opportunity for Community workshop. A site visit of Rural Electrification project will be scheduled on the last day of the event, November 14, 2014.

For these four events (APEC Smart DC workshop, APEC solar PV rooftop workshop, EGNRET 43 meeting and the site visit), delegates are strongly advised to complete your registration at your earliest convenience. Please kindly refer to the registration deadlines.

The detail of APEC Workshop on Smart DC Power Opportunity for Community, please refer to Annex(F) and APEC workshop on Capacity building for installers and system designers for solar PV rooftop installations, please refer to Annex(H).

2. DATE and OVERALL SCHEDULE

The EGNRET 43 Meeting is scheduled on Wednesday, November 12 to Thursday, November 14, 2014.

The overall schedule:

Nov. 10 Mon	APEC Workshop on Smart DC Power Opportunity for Community
Nov. 11 Tue (Parallel Workshops)	APEC Workshop on Smart DC Power Opportunity for Community
	Capacity Building for Installers and System Designers for Solar PV Rooftop Installations- Dissemination Workshop
Nov. 12 Wed	43 EGNRET Meeting
Nov. 13 Thu	43 EGNRET Meeting
Nov. 14 Fri	Site visit - Rural Electrification Project Site Visit in Chiang Mai

3. VENUE

EGNRET 43 Meeting will be held at Energy Research and Development Institute (ERDI) - Nakornping, Chiang Mai University.

Address: 239 Huay Kaew Road, Suthep Subdistrict, Muang District, Chiang Mai Province 50200, Thailand

Phone: +66 5394 2007-9, +66 5394 8195-8

Website: <http://www.erdior.th>

Detailed map is shown in Annex D in this Circular.

4. SCHEDULE

The tentative agenda for EGNRET 43 Meeting can be found in Annex (A) in this Circular.

5. MEETING THEME

The theme for EGNRET 43 will be *“Economy Renewable Energy Projections Through 2030 and Strategy in Supporting the New Renewable Energy Goal in APEC”*. Please prepare the Member Economy presentations on this topic which is scheduled in the afternoon of Nov. 12, 2014.

A target for Energy Efficiency and Renewable Energy has been set, but there is not yet a systematic way of monitoring and reporting. There are discrepancies and differences on Renewable Energy definitions, terminologies, and statistical methodologies among economies. Therefore, a discussion on *“Role of EGNRET toward the Doubling Renewable Energy Goal in APEC Region”* will be arranged in the afternoon of Nov. 13, 2014. Please send your presentation files (PPT) to Dr. Bing-Chwen Yang (bcyang@itri.org.tw) and Ms. Vivian Hsieh (vivianHsieh@itri.org.tw) by **Monday, 3 November, 2014**.

Thank you very much indeed.

6. NEW PROPOSAL CONCEPT NOTE

If you would like to propose new project at EGNRET 43 for **session 1, 2015**, please develop two-three page Concept Note, and send it to Dr. Bing-Chwen Yang at bcyang@itri.org.tw and Ms. Vivian Hsieh at vivianHsieh@itri.org.tw as soon as possible. Any presentation of the proposal concept at the meeting is welcome. The APEC new Project Concept Note Template can be found in Annex (E). More forms and resources for the project submission are available at: <http://www.apec.org/Projects/Forms-and-Resources.aspx>

7. REGISTRATION

To assist us with meeting preparations, we hope you notify us if you are planning to attend EGNRET 43 meeting. Please fill in the attached EGNRET 43 Registration Form Annex (B) and return to Dr. Bing-Chwen Yang at bcyang@itri.org.tw and Ms. Vivian Hsieh at vivianHsieh@itri.org.tw by **Monday, 27 October, 2014**. Thank you very much indeed. Also please note that this form is for meeting arrangements only, **NOT** for hotel reservation. For hotel reservation, there are three hotel reservation forms attached, please make reservation and let us know which hotel you are going to stay (for shuttle arrangement).

8. ACCOMMODATION

1. Hotel: Le Méridien Chiang Mai (5 Stars)

Address: 108 Chang Klan Road, Tambol Chang Klan, Amphur Muang, Chiang Mai Province 50100, Thailand

Phone: +66 53 253 666

Website: <http://www.lemeridienchiangmai.com>

Room rate of **THB 5,500** per night.

For hotel reservation, please fill in the Le Méridien Chiang Mai Booking Form from Annex (C), and send it directly to the hotel. Please complete reservation form and send back to Khun Sirinan at Sirinan.chaiwirat@lemeridien.com or fax at +6653 253 618.

Hotel: Dusit D2 Chiang Mai Hotel (4 Stars). The reservation form is also attached as Annex (C).

Address: 100 Chang Klan Road, Amphur Muang, Chiang Mai Province 50100, Thailand

Phone: +66 53 999 999

Website: <http://www.dusit.com/dusitd2/chiangmai>

Room rate of **THB 3,800-4,000** per night.

For hotel reservation, please fill in the Dusit D2 Chiang Mai Booking Form Annex (C), and send it directly to the hotel. You can make a reservation by fax (+66 53 252 404) or phone (+66 53 999 999) or E-mail (d2cmrsvn@dusit.com)

Hotel: Royal Princess Chiang Mai (3 Stars). The reservation form is also attached as Annex (C).

Address: 112 Chang Klan Road, Amphur Muang, Chiang Mai Province 50100, THAILAND

Phone: +66 53 253 900

Website: <http://www.dusit.com/dusitprincess/chiangmai>

Room rate of **THB 2,600-3,000** per night.

For hotel reservation, please fill in the Royal Princess Chiang Mai Booking Form Annex (C), and send it directly to the hotel. You can make a reservation by phone (+66 5325 3900) or Fax (+66 5325 3989) or email (dpcmrsvn@dusit.com)

Please make your reservations as soon as possible. Please also send a copy of your hotel booking form to Mr. Witawat Kraiwit at witawat_k@dede.go.th and Ms. Vivian Hsieh at vivianHsieh@itri.org.tw.

Please note that any reservation made after the deadline (**September 29, 2014**) would not be guaranteed for both room availability and rates. Detailed map is shown in Annex (D) in this Circular.

9. TRAVEL INFORMATION

9.1 Visas and Customs Information.

Generally, a foreign citizen who wishes to enter the Kingdom of Thailand is required to obtain a visa from a Royal Thai Embassy or a Royal Thai Consulate-General. Nationals of certain countries are required to apply for a visa only at the Royal Thai Embassy or the Royal Thai Consulate-General in the applicant's country of residence, or at the Royal Thai Embassy. Travelers are advised to enquire about

authorized office for visa issuance at any Royal Thai Embassy or Royal Thai Consulate-General before departure. For more information regarding Thai visa, please refer to <http://www.mfa.go.th/main/en/services/123>

If you need an invitation to apply a Thai visa, please send your person information to Mr. Witawat Kraiwit at witawat_k@dede.go.th or Ms. Vivian Hsieh at vivianHsieh@itri.org.tw as soon as possible. The person information shall include:

Full name with title:

Gender:

Passport Number:

Job title:

Affiliation:

Address:

Economy:

E-mail:

You may receive the invitation issued by Thailand in a couple of days. Please note that the applicants should consider the processing time for applying the visa.

9.2 Transportation

The meeting organizer is responsible for pick-up and drop-off for all delegates during the meeting.

Travel options from the airport to the hotel include:

- Taxi: Available outside of the terminal building. Estimated time from airport to the hotel about 20 to 30 minutes.
Cost: Approximately THB 120

More detailed information can be found at

<http://www.chiangmaiairportonline.com/node/4>

The standard time zone of Chiang Mai Province, Thailand is UTC/GMT +7 hours.

9.4 Banking

There are branches of all the commercial banks throughout the city. All banks provide electronic banking facilities including ATMs outside almost all branches and in other positions where access to cash is regularly required by large numbers of people such as within shopping malls and convenience store. All major credit cards (Visa, Mastercard, American Express) are accepted at most hotels, restaurants and shops.

9.5 Currency

The unit of currency in Thailand is Thai Baht (THB), which has 5 denominations in paper money and 6 in coins. Paper money comes in THB1000, THB500, THB100, THB50, and THB20 denominations. There are 100 Satang in 1 baht. Coins come in THB10, THB5, THB2, THB1, 50 satang, and 25 satang denominations. Most banks can offer foreign exchange, but it can sometimes take significantly more time than the specialty exchange places. In tourist areas, you'll often find small exchange counters outside commercial banks; they can exchange foreign notes and cheques in major currencies and are typically open from 8.30 am to 8.00 pm daily.

9.6 Tipping

Tipping is NOT customary in Thailand, there is absolutely NO mandatory requirement to tip anyone, but small gratuities for great service are very much appreciated. All public taxi rates are metered, and both Thais and local expats commonly round off the fare upwards as a tip. Tipping in hotels is not expected, but again is always appreciated, ie. THB20-50 for the porter that carried your bags up to your room, or leave a small tip on your bed for the cleaning lady is also appreciated.

In all restaurants, it is customary to leave behind any coins from your change as a tip. In more upscale restaurants, with professional waiters who provide excellent service a larger tip 5%-10% is quite common.

9.7 VAT (Value-Added Tax)

Thailand has a 7% value-added tax (VAT) on many goods and services. Mid-range and top-end hotels and restaurants might also add a 10% service tax. When the two are combined this becomes the 17% known as 'plus plus', or '++'.

Visitors to Thailand who depart from an international airport can apply for a VAT Refund on purchases made at approved stores; Look for the blue-and-white VAT Refund sticker. For more detail: www.rd.go.th/vrt/howwill.html

Minimum purchases must add up to THB 2,000 per store in a single day, with a minimum total of THB 5,000. You must get a VAT Refund form and tax invoice from the shop. Most major malls in Bangkok will direct you to a desk dealing with VAT refunds, where they will organize the appropriate paperwork (takes about five minutes).

9.8 Getting Around

Chiang Mai is the hub of Northern Thailand. With a population of over 170,000 in the city proper (but more than 1 million in the metropolitan area), it is Thailand's fifth-largest city. Located on a plain at an elevation of 316 m, surrounded by mountains and lush countryside, it is much greener and quieter than the capital, and has a cosmopolitan air and a significant expat population, factors which have led many from Bangkok to settle permanently

Chiang Mai is a culturally and historically interesting city, at one time the capital of the ancient Lanna kingdom. Located among the rolling foothills of the Himalayan Mountains 700 km north of Bangkok, it could only be reached by an arduous river journey or an elephant trek until the 1920s. This isolation helped keep Chiang Mai's distinctive charm intact.

Major sights and attractions include:

Wat Phrathat Doi Suthep

The quintessential image of Chiang Mai with its large gold-plated pagoda, visible from the city on a clear day, Wat Phrathat Doi Suthep (Huai Kaeo Rd) is 18 km

from town, sitting at a 1,073 m elevation on the slopes of Doi (Mount) Suthep. Built in 1383 during the Lanna Thai period, legend has it that the temple site was selected by an elephant sent to roam the mountain side, where upon reaching a suitable spot, it trumpeted, circled three times, knelt down and promptly died, which was interpreted as a sign indicating an auspicious site. The temple offers grand views over the city.

Museum

Chiang Mai City Arts & Cultural Centre, in the very center of the old city on Prapokklao Rd, between Rajdumnern Rd and Rajwithee Rd, Tel. +66 53 217793. 08:30-17:00 daily except M. This fully modernised multimedia history and cultural education center has guides dressed in elegant traditional Thai clothing who will usher you into an air-conditioned room to watch an English-subtitled orientation video about Chiang Mai and the north. Next, you will be pointed to a series of rooms documenting the region's history and culture in chronological order from the pre-city period (7,000-12,000 years ago) to the early river civilizations, to the early kings through the wars with the Burmese and the last dynasty, to the city today and its plans for the future. Other rooms are devoted to Buddhism and other regional beliefs, agricultural history, hill tribe peoples and other regional cultures, and a run-down of the royal dynasties. The exhibits consist of a smart visual mix of video, scale models, enlarged photos, wall murals and text in Thai and English.

Gardens and nature

Queen Sirikit Botanical Garden, 100 Moo 9, Mae Ram (go 17 km north to Mae Rim on Rt 107. Turn onto Rt 1096 to Samoeng. Travel 12 km to garden on left.), Thailand's oldest and foremost botanical garden. Dedicated to the conservation of Thai flora, it holds collections of, and carries out research on rare and endangered species. Lovely gardens in a mountain foothills setting. Run by the Botanical Garden Association, Thailand.

Elephants

It is extremely important to well research your elephant tour. Some tours offer twice the service as others and at the same price. Expect private time with elephants, bathing elephants in a river and feeding them, free lunch, transport to

and from your hotel, an elephant ride through the jungle and a small training course on some basic commands.

Baanchang Elephant Park, 147/1 Rachadamnern Rd. Aside from being one of the cheapest places to appreciate these wonderful animals in Chiang Mai, Baanchang treats these animals extremely well and the love and care displayed by Mahouts (elephant caretakers) contrasts markedly with that displayed at many other local elephant 'camps'. For those who stay overnight, the hosts host a night by the campfire putting on rural entertainment such as making sticky rice in bamboo and releasing fire lanterns into the night sky during the months from November to January.

Eddy Elephant Care Chiang Mai, 87 Sripoom Rd. One of the interesting activities in Chiang Mai is getting close to a real elephant. Eddy is the owner who takes care of his 7 orphan elephants from generation to generation. He ensures you will enjoy the private tour. You will learn about elephant behaviors and also you will learn how to control and bathe them as you are a mahout (elephant caretaker). You will be able to ride them through the jungle. The elephants are not inside a park, not inside a camp nor a farm. This is a group of elephant owners who care for them at home as if they were part of their family.

Hilltribe villages

There are around 12 different hilltribe groups in Thailand, most of which live in northern Thailand and play an important part in the cultural tapestry. Visiting hilltribe villages as part of a trek or tour, is a popular activity in Chiang Mai although most within 1-2days travel of Chiang Mai are likely to be touristic. So if you're seeking an authentic experience, it's important to research properly the right tour for you, and the right way to visit. Many villagers are not so welcoming towards visitors nowadays, as they have had negative experiences with tourists in the past.

Thailand Hilltribe Holidays, Offers responsible tours around northern Thailand, specialising in cultural immersion, visiting authentic hilltribe villages and hilltribe homestays in an ethical way

9.9 Seasonal Information

Chiang Mai experiences three distinct seasons: the cool season, the hot season and the rainy season.

During the cool season (from October to February), average high temperatures reach a comfortable 25°C, nights and early morning are cool in the city (15°C), cold in the countryside (10°C). It is the perfect climate for sightseeing or trekking.

During the hot season (from March to June), daytime highs can reach 40°C

Rainy season arrives in July and lasts until the end of September. The maximum temperatures stay over 30° C, evenings can be hot or cool depending if it has been raining or not.

9.10 Smoking

Draconian new rules prohibit smoking in all air-conditioned buildings and public places (including streets, parks, transport, hotel lobbies and restaurants), except bars, clubs and places with signed smoking rooms or zones (fine THB 2,000). Cigarettes are legally on sale, but cannot be displayed

9.11 Useful Telephone Numbers: Emergency (Police, Fire, and Medical): 191

Tourist Police: 1699

Tourist Authority of Thailand Northern Office: 0 5324 8604, 1672

9.12 Electricity and Water Supply

The voltage in Thailand is 220V AC 50Hz. Plugs are unearthed two-pins (round or parallel flat). Tap water should be regarded as non-potable, but bottled water is widely available.

10. CONTACTS

Dr. Chung-Hsien Chen

APEC EGNRET Chair

Email: ctchen@moeaboe.gov.tw



EGNRET 43

Dr. Bing-Chwen Yang
APEC EGNRET Secretariat
E-mail: bcyang@itri.org.tw

Ms. Vivian Hsieh
APEC EGNRET Secretariat
E-mail: vivianHsieh@itri.org.tw

ANNEXES (Separate Files)

- (A) EGNRET 43 Draft Agenda**
- (B) EGNRET 43 Participant Registration Form**
- (C) Hotel Booking Forms (3 hotel options)**
- (D) Map**
- (E) APEC Project Concept Note Form**
- (F) General Information of APEC Workshop on Smart DC Power Opportunity for Community**
- (H) General Information of APEC Workshop on Capacity building for installers and system designers for solar PV rooftop installations**