LOGISTICS FOR IRG#39 MEETING

MEETING LOCATION:

Address: 31 Trang Thi Street, Hoan Kiem District, Hanoi
Tel: +84 4 38255397
Fax: +84 4 38253357, +84 4 38248051
Email: info@nlv.gov.vn

The plenary meeting will be in the Conference Room of the library.

More detailed maps are attached at the end of this file.

PASSPORT, VISA and VACCINATION

It is advised that you should check regulations regarding passport, visa and vaccination to come to Vietnam with your travel agency and/or Vietnamese embassies/consulates.
The best way to enter to Vietnam is to take a tourism visa.

Some countries need not visa like Japan, Korea. If you need a visa, you should note how long you need to obtain one. If you need any document such as an invitation letter, please contact the host as soon as possible.

HOST CONTACT

Visa Support:
Mr. Nguyen Hai Anh, chief of the Technical Department 7
Vietnam Standard and Quality Institute
Tel: 84 4 37569085
Mobile: 8490343423
Fax: 84 4 38361771
Email: nh-anh@tcvn.gov.vn, anhnh_77@yahoo.com
Website: http://www.vsqi.gov.vn/default.aspx

Logistics, Hotel, Meeting Information:
Mr. To Trong Duc
Nom Na Office - Vietnamese Nom Preservation Foundation
Tel: 84 04 6293 1747
Mobile: 84 903266150
Email: totrongduc@gmail.com

anything else: Mr. Ngo Trung Viet
Email: ntviet@gmail.com
Mobile: 84903746 215

HOTELS

Some hotels are recommended for the meeting. You should choose and contact a hotel by yourself to reserve a room as soon as possible. You can visit website for choosing hotel.
Please contact each hotel for details.

The following hotels are shown for your convenience. You need to contact the hotel to ensure the availability and rates of rooms.
<table>
<thead>
<tr>
<th>Hotels</th>
<th>Prices</th>
<th>Web</th>
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| Melia Hanoi, 44B Ly Thuong Kiet - Hoan Kiem district, tel: +84 4 39343343 | Deluxe $140  
Level Deluxe $185  
Level Executive Suite $235 | http://www.meliahanoi.com      |
| Somerset Grand Hanoi, 49 - Hai Ba Trung - Hoan Kiem district, Tel: +84 4 39343342 | Bedroom Executive $217  
Bedroom Deluxe $180 | http://www.somerset.com      |
| Moevenpick, 83A - Lý Thuong Kiet - Hoan Kiem district, Tel: +84 4 38222800 | Superior Deluxe Double, $155  
Premium Deluxe Double, $176  
Junior Suite Double, $270 | http://www.moevenpick-hotels.com |
| Zephyr, 4-6 Ba Trieu - Hoan Kiem district, Tel: +84 4 39341256 | Superior room, $124  
Deluxe room, $145  
| Royal Palace, 18A Quan Su Street, Old Quarter, Hoan Kiem District, Tel: +84 4 39381763 | Superior, $55  
Deluxe City View, $70  
Royal Balcony City View, $90  
Family Balcony City View, $105 | http://www.royalpalacehotelnanoi.com/ |
| Hotel Sofitel Legend Metropole Hanoi 15 Ngo Quyen Street Hoan Kiem District Tel: +84 4 38266919 +84 4 38266920 | Opera Wing, Premium Room, $180  
| De L'Opera Hanoi 29 Trang Tien street, Hoan Kiem District, Tel: +84 4 6282 5555 | Deluxe, 150  
Grand Deluxe, 165 | http://www.hoteldelopera.com/ |
| Silk Path 195 -199 Hang Bong street, Hoan Kiem District Tel: +84 4 3266 5555 | Deluxe, 80 - 105  
Executive, 125 | http://silkpathhotel.com/vi |

**TRAVEL INFORMATION:**
Many international flights to Noi Bai International airport of Hanoi every day (35km far from the city center).
Taxi from the airport Noi Bai to your hotel is about 350 000 VND (around $15-16). Taxi from Hanoi to the airport is about 250 000 VND ($11-12).

The meeting place: the National Library of Vietnam

Meeting place

Hotel

National Library of Vietnam