



ORGANISATION MONDIALE DU TOURISME
WORLD TOURISM ORGANIZATION
ORGANIZACION MUNDIAL DEL TURISMO
ВСЕМИРНАЯ ТУРИСТСКАЯ ОРГАНИЗАЦИЯ
منظمة السياحة العالمية

Colombo /Gen.Info.Note
February, 2011

**23RD JOINT MEETING OF THE UNWTO COMMISSION FOR SOUTH ASIA AND
THE UNWTO COMMISSION FOR EAST ASIA AND THE PACIFIC**

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UNWTO CONFERENCE ON MAINSTREAMING TOURISM IN THE MEDIA

Colombo, Sri Lanka

24 – 26 March 2011

GENERAL INFORMATION NOTE

1. Venue

The 23rd Joint Meeting of the UNWTO Commission for South Asia and the UNWTO Commission for East Asia and the Pacific will be held in Hilton Colombo, Sri Lanka from 24- 26 March 2011.



HILTON COLOMBO

No.2, Sir Chittampalam,

A Gardiner Mw,

Colombo 2, Sri Lanka 02

Tel: 94-11-249-2492,

Fax: 94-11-254-4657

E mail: colombo@hilton.com

Web : www.hilton.com

Colombo City

Colombo is the commercial capital of Sri Lanka and a vibrant city with a mixture of modern life and colonial heritage. The population of the city is estimated at 690,800 as of 2009. In view its strategic location in the sea routes, Colombo was known to ancient traders for over 2000 years. The metropolis represents different ethnic and religious groups and a city that caters to all the needs of foreign visitors from sight seeing to shopping.

2. Transport Arrangement and Airport Meeting Service

Transportation will be provided to all delegates from Bandaranaike International Airport to the official hotels of the meetings and from the hotels to the airport for departure. However, in order to arrange immediate transfer to the hotels, delegates may please communicate their flight details, date and time of arrival in advance. Registration Form will be sent in due course which needs to be returned not later than **4 March 2011**. A shuttle service will be available to transfer delegates from the designated hotels to the venue of the meetings and back.

The distance from Bandaranaike International Airport to Hilton Colombo Hotel is 35 kilometers and it takes 45 minutes by car during rush hour. The hotel can also be reached from the Colombo railway station, by bus or by taxi.

Air Travel: Sri Lanka can be reached from most of the major cities in the world, either through direct flights or by connecting flights from major South East Asian Cities. Bandaranayke International Airport is located in Katunayake, 35 km. north of Colombo and it is administered by Airport and Aviation Services (Sri Lanka) Ltd.

Facilities at the Colombo Bandaranayke Airport include banks, post office, business lounges, restaurants, snack bars, bars and a duty-free shopping complex. Car-hiring with a driver can be arranged through tour operators in Colombo.

3. Visa Requirements

Foreign visitors wishing to enter Sri Lanka must have a valid passport. Subject to some new regulations, arrangements can be made for visa-on-arrival. Bandaranayke International Airport is considered one of the best in Asia because of its fast immigration/customs procedures. Special reception desks with welcome staff will be deployed at the airport in the arrival and departure lounges.

Countries entitled to visa on arrival are listed on the following link.

www.immigration.gov.lk/web/images/stories/pdf/12_01/schedulea.pdf.

Delegates who wish to be granted visa-on-arrival should communicate this to the meeting coordinators listed below with the following details:

- ✓ Name and surname
- ✓ Nationality
- ✓ Passport number
- ✓ Validity of passport
- ✓ Place and date of birth
- ✓ Arrival details: date, time and flight number
- ✓ Job Title
- ✓ Name of Organization / Ministry
- ✓ Address, Telephone, Fax and Email

Upon receiving the above-mentioned information, the meeting coordinators (based in Sri Lanka) shall forward delegates in need of visa-on-arrival letters from the Sri Lankan Immigration Authorities stating that they shall be granted visas upon their arrival in Sri Lanka.

Achini Dandunnage
 Sri Lanka Tourism
 78, Galle Road, Colombo 03, Sri Lanka
 Tel: +94 11 2440002, 4865050/1
 Fax: +94 11 2472985
 Mobile: +94 71 4880571
 Email achinislcb@sltnet.lk

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 Sri Lanka Tourism
 78, Galle Road, Colombo 03, Sri Lanka
 Tel: +94 11 2440002, 4865050/1
 Fax: +94 11 2472985
 Mobile: +94 71 4880572
 Email peumislcb@sltnet.lk

4. Exchange Rate

The currency unit is the SriLankan Rupees (LKR). Most banks are open from 09:00 to 15:00 hrs from Monday to Friday. The Banks at the Airport are open from early in the morning till late at night (depending on the business hours of each bank).

The exchange rate is approximately 1 US\$ = 112 LKR (October 2010)

5. Customs Regulations

Upon arrival, foreign visitors are advised to fill in Baggage Declaration form before disembarking. Green channel is available for those who have ' Nothing to Declare'

6. Climate

The climate of Sri Lanka can be described as tropical and warm. The average yearly temperature ranges from 28 °C (82 °F) to nearly 31 °C (88 °F). During the coldest days of January, many people wear coats and sweaters in the highlands and elsewhere. May, the hottest period, precedes the summer monsoon rains.

7. Health

There are no requirements for vaccination certificates.

8. Time Zone

Sri Lanka is 6 hours ahead of GMT.

9. Clothing

Participants are advised to bring light cotton tropical wear, with or without jacket. However, business suits are required at official meetings.

10. Accommodation

Over 2500 hotel rooms in different star categories are available in Colombo. All of these hotels are located in the heart of the city - some within walking distance and others within 5 minutes' drive from each other.

The following discounted rates have been obtained from the reputed hotels. **Please note that reservations must be made as soon as possible by the visiting delegates to secure the rooms in view of the ICC Cricket World Cup taking place in South Asian Cities including Colombo during the same period.**

A. HILTON COLOMBO *****

No.2, Sir Chittampalam A Gardiner Mw,
Colombo 2, Sri Lanka 02
Tel: 94-11-249-2492
Fax: 94-11-254-4657
E mail; colombo@hilton.com
Web: www.hilton.com

Room Type	Tariff (USD)
Single Room	206.25 (taxes included)

Double room	218.75 (taxes included)
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B. Ramada Colombo ****

30, Sir Mohamed Macan Markar Mawatha

Colombo 03.

Tel : +94-11-2422001

Fax: +94-11-2447977

E mail; reservations@ramadacolombo.com

Web: www.ramadacolombo.com

Room Type	Tariff (USD)
Single Room	170(taxes included)
Double room	180 (taxes included)

C. Galle Face Hotel ***

2, Galle Road,

Colombo 03

Tel: +94 11 2541010

Fax: +94 11 2541072

E mail; smarketing@gallefacehotel.net

Web: www.gallefacehotel.com

Room Type	Tariff (USD)
Single Room – Classic wing standard	116 (taxes included)
Double room – Classic wing standard	126 (taxes included)

The rates for all hotels are inclusive of breakfast.

In addition to the above hotels, the following hotels are also within close proximity to the venue Hilton Colombo.

- **Grand Oriental Hotel – (1km from Hilton Colombo)**

No. 02, York Street

Colombo

Tel: +94 11 2320320

Fax: +94 11 2447640

E-mail : reserve@grandoriental.com

Web : www.grandoriental.com

- **Renuka Hotel – (2km from Hilton Colombo)**

No.328, Galle Road

Colombo 03

Tel: +94-11-2573598

Fax:+94-11-2574137

E-mail : renukaht@renukahotel.com

Map of Colombo City Hotels



Taj Samudra Hotel
(800meters from Hilton)

Ramada Colombo
(Holiday Inn, 1km from Hilton)

Galle Face Hotel
(1 km from Hilton)

CinnamonGrand Hotel

11. Official Language

The official language for the Commission Meetings is English.

12. Social Programme

The Sri Lanka Tourism Authority will host a welcome dinner on 24 March 2011 at the Jetliner Cruise Ship.



13. Technical Tour

Technical tours are scheduled on 26th March 2011. Excursion on Viceroy Special train to Elephant Orphanage, Pinnawala will be arranged.



14. Meeting Coordinators

For further information please contact:

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78, Galle Road, Colombo 03, Sri Lanka
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