



**FAO/WHO Coordinating Committee for Asia  
20<sup>th</sup> Session  
26<sup>th</sup> – 30<sup>th</sup> September 2016, New Delhi, India**

**Information Note for Participants**

## **1. INTRODUCTION**

From 26<sup>th</sup> to 30<sup>th</sup> September 2016, experts and policy makers from 23 Asian countries will gather in New Delhi (the heart of India) for the 20th meeting of the FAO/WHO Coordinating Committee for Asia (CCASIA20).

## **2. DATE AND VENUE:**

- ❖ The official opening ceremony will take place at 09:30 hrs on 26th September, 2016.
- ❖ **Plenary Session:** 26<sup>th</sup> - 30<sup>th</sup> September 2016; 09:30 hrs to 17:00 hrs at Crystal Ball Room.
- ❖ **Physical Working groups:**
  - Proposed Draft Regional Standard for Laver Products- 09:00 hrs to 12:00 hrs at Regal Room.
  - Proposed Draft Regional Code of Hygienic Practice for Street-Vended Foods, 14:00 hrs to 17:00 hrs at Regal Room.
- ❖ **Address:** The Lalit  
Barakhamba Avenue, Connaught Place,  
New Delhi- 110001, India



Ph: +91-9871291926;

Board No.: +91 11 4444 7777

Fax: +91 11 4444 7961;

Website: [www.thelalit.com](http://www.thelalit.com)

### **3. REGISTRATION:**

The participants are invited to pre-register through the Online Registration System (ORS) on the Codex Website. Your Codex Contact Points can access this page at [codexalimentarius.org/login](http://codexalimentarius.org/login).

### **4. ONSITE REGISTRATION AND IDENTIFICATION BADGES:**

Registration of participants will take place at Hotel The Lalit on:

Sunday 25<sup>th</sup> September 2016: from 08:00–18:00

Monday 26<sup>th</sup> September 2016: from 08:00 hrs onward.

Name badges will be distributed at the registration desk outside the Crystal Ballroom. Delegates are requested to wear name badges visibly in order to gain admittance to the Hotel and Ballroom.

### **5. ACCOMMODATION:**

- Delegates are reminded that they are responsible for making their own hotel accommodation arrangements. It is highly recommended that you make a hotel reservation as soon as possible. Reservation must be made with the hotels directly.
- A limited number of rooms in Hotel The Lalit are blocked at special discounted rates for the delegates for CCASIA. Reservation will be accepted on a first-come, first served basis. The Special discounted rates will only apply to the reservation made before **30<sup>th</sup> June 2016**.
- Please use the hotel reservation form (Annex-I), complete the form, and directly send it to the hotel preferably by e-mail. Please indicate "Hotel reservation for CCASIA" in the subject of the e-mail.
- Some other hotels near the meeting venue are listed are at (Annex-II).
- Cancellation policies vary from hotel to hotel. Please ask it directly to the hotel you have chosen.

### **6. ACCESS**

- A number of domestic and international flights operate from the Indira Gandhi International Airport located at Delhi. It is situated in Palam and 16 km (30 min) from New Delhi city centre.
- Airport shuttle Metro train is also available from 6.00 hours to 23.00 hours to reach the centre of New Delhi (New Delhi Railway Station/Shivaji Stadium). The New Delhi Railway Station is 3 Km (10 min.) from the venue.

- Taxis and Auto-rickshaws, (Autos) are also available at railway station. Also, Pre-paid taxis are available from the Airport and can be booked from within the arrival hall.
- The transport from and to the airport can also be arranged by the hotel on request.
- Most of the places in Delhi are connected by metro. The details of the same can be obtained from the website [www.metrorail.com](http://www.metrorail.com).

## **5. VISA REQUEST:-**

- ❖ Participants are advised to contact the consular authorities of India well in advance, in order to allow sufficient time for the processing of visa applications (if necessary). However, nationals of Nepal and Bhutan do not require visas to enter India. Nationals of Maldives do not require visa for entry in India for a period up to 90 days (a separate visa regime exists for diplomatic/official passport holders). India has requested the Embassies to issue visas to participants. For further details, visit the following link:
- ❖ <http://www.passportindia.gov.in/AppOnlineProject/welcomeLink>
- ❖ The delegates can provide their passport details while registering through the ORS and then a personalized invitation letter will be issued by India.
- ❖ In case of problems with visa applications or if you need a personalized invitation, please contact by e-mail at [ccasia-india@fssai.gov.in](mailto:ccasia-india@fssai.gov.in) or [codex-india@nic.in](mailto:codex-india@nic.in).

## **6. INTERPRETATION**

Simultaneous interpretation will be provided in English and Chinese during the meeting.

## **7. DOCUMENTATION**

Delegates are requested to bring their own documents to the meeting. These are available in English and Chinese on [www.codexalimentarius.org](http://www.codexalimentarius.org) Conference Room Documents (CRDs) and additional documents, if any, will be available at the registration desk outside the conference room.

## **8. Wi-Fi**

Free Wi-Fi will be available at the meeting venue.

## **9. RECEPTION**

A welcome dinner for all the delegates and observers is scheduled on Monday 26th September 2016 at the meeting venue.

Another reception for all the Heads of the delegation is being organised on Tuesday 27th September 2016 at the meeting venue.

## **10. TIME ZONE**

The official time in India is the Indian Standards Time (IST) which is Greenwich Mean Time +5.30 hours.

## **11. WEATHER**

In Delhi, weather is generally humid and rainy during this period. The temperature ranges from 25 to 35 °C.

## **12. ELECTRIC POWER SUPPLY**

Electric supply in India is at 230 Volts, 50 Hz. India follows the 3 pin concept (earthed). However, the 2 pin variants will also work. The new plug points may have a combination of different types of plugs. The ones in some hotel have 2 three-pin plugs (1small and 1 large). It is advisable to carry universal adapters, should you wish to use appliances of 110 volts.

## **13. LOCAL CURRENCY**

The official currency in India is the Rupee, represented by INR. The current official exchange rate is 1USD = INR 66.29.\*

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\* Subject to change, the delegates may check it at the time of arrival.

## **14. PAYMENTS**

Accommodation, meals in restaurants, shopping can be paid in cash, major credit cards and debit cards. Usually, no cash in foreign currency is accepted for payments. ATMs (Automated Teller Machines) are often located outside of the banking offices. A number of them can be found within walking distances from the venue.

Master card, VISA, credit and debit cards are acceptable in most hotels, restaurants, and shops. Attendees are advised to ask about additional fees before completing commercial transactions.

## **17. SMOKING**

Smoking is prohibited at public places in India.

**Annex-II**  
**LIST OF RECOMMENDED HOTELS**

<b>Hotel</b>	<b>Address</b>	<b>Room Tariff *</b>	<b>Distance from meeting venue</b>
The Hans Plaza-4 Star	15 Barakhamba Road, Connaught Place, <b>New Delhi</b> -110001. Tel. +91 11 6615 0000 www. <b>hans</b> hotels.com	INR 4500/INR 5000 per day plus taxes Includes Breakfast and free internet	400 Meters
The Hotel Royal Plaza	19, Ashoka Road, New Delhi-110001, India. Tel: + 91 1143555555; http://www.hoteltheroyalplaza.com/	INR 5500/6500 per day plus taxes. Includes Breakfast and free internet	2.4 KM
The Park-4 Star	15, Parliament Street, New Delhi, Delhi 110001 <b>Phone:</b> +91 11 2374 3000 www. <b>thepark</b> hotels.com/ <b>new-delhi</b>	Luxury Room 6000 INR/day plus taxes. Includes Breakfast and free internet	1.9 KM
The Corus 3 Star	B-49, Inner Circle Connaught Place, New Delhi – 110001, India. Ph : 011-43652222; http://www.hotelcorus.com/	Deluxe INR 4000/ INR 4500 per day plus taxes. Includes Breakfast and free internet	1.6 KM

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\* Subject to change as per the availability of the rooms at the time of booking

## **NEW DELHI-INDIA**

New Delhi is the capital of India. Delhi is a city that bridges two different worlds. Old Delhi, once the capital of India, is a labyrinth of narrow lanes lined with crumbling havelis and formidable mosques. In contrast, the imperial city of New Delhi created by the British Raj is composed of spacious, tree-lined avenues and imposing government buildings. Delhi has been the seat of power for several rulers and many empires for about a millennium. Many a times the city was built, destroyed and then rebuilt here. Interestingly, a number of Delhi's rulers played a dual role, first as destroyers and then as creators. The city's importance lies not just in its past glory as the seat of empires and magnificent monuments, but also in the rich and diverse cultures. No wonder chroniclers of Delhi culture - from Chand Bardai and Amir Khusro to present days writers - have never been at a loss for topics. In Delhi, you will discover that the city is sprinkled with dazzling gems: captivating ancient monuments, fascinating museums and art galleries, architectural wonders, a vivacious performing-arts scene, fabulous eating places and bustling markets.

### **LOCAL ATTRACTIONS:-**

#### **1. IN DELHI**

##### **Birla Mandir (Hindu temple)**



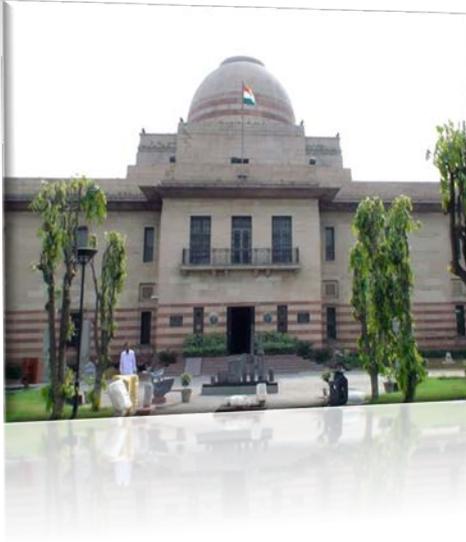
Also known as the Lakshmi Narayan Temple, it is ideally located in central Delhi (Mandir Marg). This temple was built in 1938. The temple is dedicated to Laxmi (the goddess of prosperity) and Narayana (the preserver).

### **Dilli Haat**



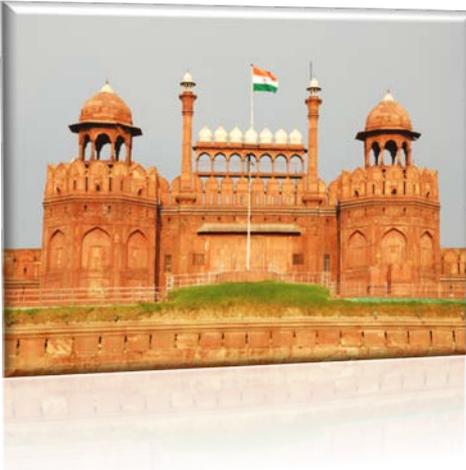
Dilli Haat in New Delhi is a food and crafts bazaar, opposite INA Market, is a one-stop shopping place for tourists coming to India. Dilli Haat in India, not only offers various arts and handicrafts of India, but also a taste of the ethnic cuisine. Visitors can also witness the different performing arts of the country.

### **National Gallery**



National Gallery of Modern Art Located in Jaipur House, near India Gate, this gallery was originally the palace of the Maharaja of Jaipur. There are over 15,000 paintings, sculptures and graphics which are exhibited from time to time.

### **Red Fort**



The Red Fort was built by the banks of the river, Yamuna in the 17th century. The fort is a delight to one's imagination. Imagine the Naqqar Khana (Drum room) also called Naubat Khana (Welcome Room), where once drums loudly heralded the arrival of the emperor and the Diwan-e-Am (Hall of Public Audience) resounded with the incantations of the people.

## India Gate



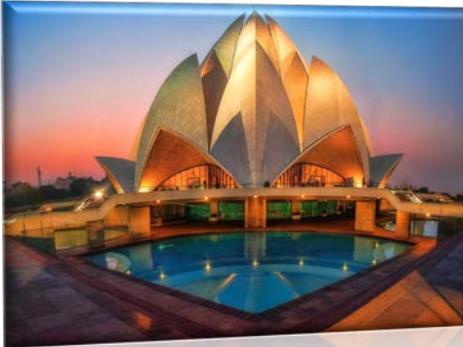
India Gate in Delhi was formerly known as the All India War Memorial, this solemn monument was built in 1931 in the memory of the Indian soldiers who died in World War I. Names of 13,516 soldiers are inscribed on its walls. Later in 1971, an eternal flame was lit here in memory of the unknown soldiers who died in the 1971 Indo-Pakistan war.

## Qutab Minar



The highest stone tower in Delhi India, the Qutab Minar was built by Qutb-ud-din Aibak, the Viceroy of Mohammed Ghori in 1192. It was built to celebrate Ghori's victory over the Rajputs. The Minar is a five-storey building with a height of 72.5 metres

## Lotus Temple



The temple represents the Bahai faith which is broad in its outlook, scientific in the influence it exerts on the hearts and minds of men. It signifies the purity and the universality of the lord and equality of all religions.

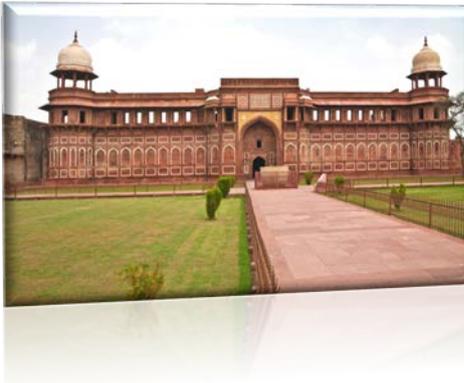
## **2. NEAR TO DELHI**

### **TAJMAHAL**



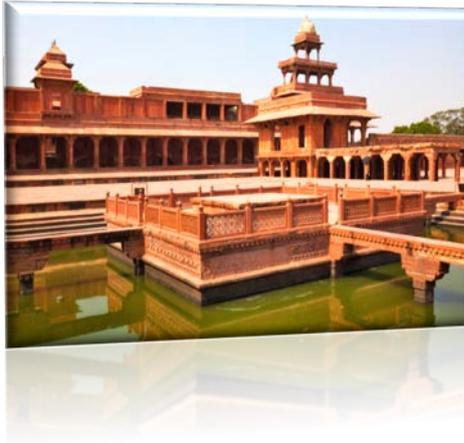
Taj Mahal, the white marble beauty was constructed by Shah Jahan in memory of his beloved wife, Mumtaz Mahal. The monument stands proof for the brilliance of Mughal architecture. Named as one of the wonders of the world, Taj Mahal stands the test of time. It is a feast to your eyes and senses to watch the unmatched beauty on the night of full moon day.

### **AGRA FORT**

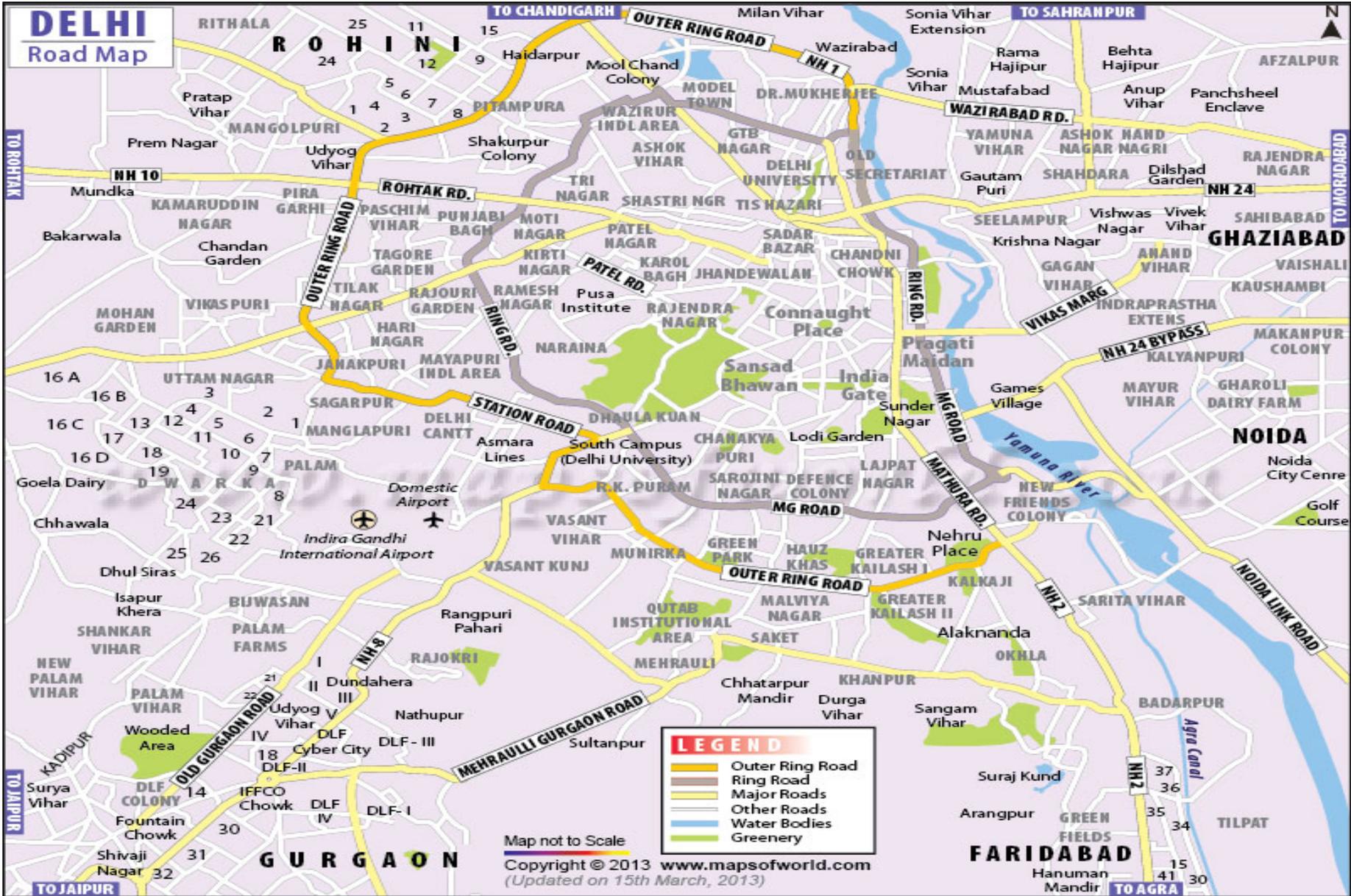


The entire fortress is a symbol of Mughal's grandeur. It was in Agra Fort Shah Jahan was held prisoner by Aurangzeb, his son. Shah Jahan, the emperor, spent his last days here viewing the monument of love he had built for his wife.

### **FATEHPUR SIKRI**



Fatehpur Sikri is a perfect blend of Indian, Islamic and Persian architecture and it was built using red sandstone. For around 10 years, the city remained the capital of Mughal Empire. The entire city along with all the important constructions including royal palaces, Jama Masjid and courts were declared as World Heritage Site in the year 1986.





<b>Reservation Details</b>		
Arrival Date:	Flight No:	Arrival Time:
Departure Date:	Flight No:	Departure Time:
Last Name (1):	First Name:	Salutation:
Last Name (2):	First Name:	Salutation:
Company Name:		
Company Address		City:
E-Mail address:	Telephone No:	Fax No:

**Please Reserve:-**

Room Type	Per night rate on Single occupancy	No. of Rooms required	Inclusions
*** Superior– Single/double	INR 6000/6500		Breakfast ,Wi-Fi and taxes
Lalit View– Single/double	INR 7500/8000+taxes		Breakfast, Wi-Fi, two ways airport transfers
Club – Single/double	INR 9500/10000+taxes		Breakfast, Wi-Fi, two ways airport transfers, evening cocktails at club lounge

Preference:  Smoking      Non Smoking       King / Queen Size Bed       Two Single (Twin) Beds  
 Airport assistance:  Pickup       Drop       Both  
 Special Requests:

**Reservation Guarantee:-** Credit card details are must to book a room on confirmed basis

Card Holder Name:      Card Type:  Visa       MasterCard       Amex       Diners  
 Card No:      Expiry date:      Signature:

**Terms & Conditions:-**

- **\*\*\* Early Bird offer extended till 31<sup>st</sup> August, 2016 only.**
- **Room are subject to availability at the time of making booking.**
- **The above rates are valid for the period – 25<sup>th</sup> September to 30<sup>th</sup> September 2016**
- **Rooms and tariffs are subject to availability at the time of making bookings.**
- **The Lalit New Delhi would like to request that all guests always carry a valid form of photographic identification, such as passport, driver's license etc. Guest may be asked to produce this at the hotel.**
- **Hotel's official check in time is 1400 hrs and official check out time is 1200 noon. Should early check in be required, it is recommended that the room be reserved from the night prior in order to guarantee an early check in**
- **In-case a guest with a confirmed reservation is a no-show, guest will be charged retention equivalent to 50% of the length of stay booked, per room . The same shall be charged on the above mentioned credit card.**
- **Retention will be charged to all cancellations made post the cut off date 15<sup>th</sup> August,2016**

**Please complete one form for each attendee and send to** Email : Sales Manager - Ms.Prabjot Padwal [ppadwal@thelalit.com](mailto:ppadwal@thelalit.com) / Cell +91 9871291926/ Head of Sales : Mr.Nitin Chandra [nitinchandra@thelalit.com](mailto:nitinchandra@thelalit.com) , cell +91 9910049254 / +91 11 4444 7066 with a Cc to [delgroupres@thelalit.com](mailto:delgroupres@thelalit.com) / +91 11 4444 7061

Undersigned agrees to the above terms & conditions	Client Signature:
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