



**GLOBAL SYMPOSIUM FOR REGULATORS (GSR-12)
2-4 OCTOBER 2012
AND
REGULATORY ASSOCIATIONS MEETING (RA),
1 OCTOBER 2012
COLOMBO, SRI LANKA**

In December 2011, the International Telecommunication Union (ITU) accepted the invitation of the government of Sri Lanka to host the 12th Global Symposium for Regulators (GSR-12) and the Regulatory Associations Meeting (RA). These two events will take place at the Hilton Colombo.

ABOUT SRI LANKA

Sri Lanka, an island in the Indian Ocean, is located south of the Indian subcontinent, 880 km north of the equator. From North to South it has a maximum length of 435 km and at its widest point it measures 225 km. The total land area is 65'610 sq. km. The current population of Sri Lanka is estimated to be 21.3 million. It encompasses beautiful tropical beaches, verdant vegetation, ancient monuments and a thousand delights to please all tastes.

The capital city, Colombo, is a fascinating city, not only for a comfortable blend of east and west, but also for a cosy mixture of the past and present. It is the commercial centre of the country and situated 34 km from the international airport.

THE HOST

The meetings are hosted by the Government of Sri Lanka, represented by the Telecommunications Regulatory Commission of Sri Lanka (www.trc.gov.lk).

VENUE OF GSR

The Hilton Colombo is situated about one hour's drive (34 km) from Colombo's international airport. It is located in the heart of the city of Colombo, and surrounded by 7 acres site overlooking Beira Lake and the Indian Ocean.

TRAVEL

Sri Lanka is directly accessible by all major airlines from their closest hubs. Sri Lankan Airlines is the national flagship carrier operating from Colombo-Bandaranayake

International Airport to all major cities in Europe and Asia. There are a number of international carriers that also connect Colombo with all major cities of North and South America, Africa and Australasia via transit points.

VISA REQUIREMENTS

A valid passport is required to enter to Sri Lanka. The expiry date of the passport must not be less than three months after your arrival date in Sri Lanka.

Visa applications will be processed only for delegates whose participation has been confirmed by ITU.

Visas can be requested exclusively online through the host country website. To access the system, you must use the confirmation ID received from ITU and email address given at the time of registration. After you submit your confirmation ID, you access your private page where you will see the status of your request for visa. Click on "pending" next to "visa information" to access the visa request form.

After validation of your request, you will receive two documents: a "visa comfort" letter issued by the Telecommunications Regulatory Commission of Sri Lanka and an approval letter from the Department of Immigration & Emigration of the Ministry of Defence & Urban Development of Sri Lanka. The visa comfort letter confirms your participation at GSR/RA and the delivery on arrival of your entry visa while the approval letter issued by the Department of Immigration & Emigration of the Ministry of Defence & Urban Development confirms that the entry visa to be delivered on arrival at the Bandaranayake International Airport, will be free of charge. You will need to show these 2 letters at the time of check-in and upon arrival in Colombo.

You can at any moment access these documents at [Manage My Travel](#).

Spouses and children accompanying delegates will also be issued with visas on application. The registered delegate should make a written request (quoting registration ID) for the visa on arrival on behalf of his/her family members. The request together with Passport details of the family members should be mailed to info@gsr.lk Visa authorization will be issued within two (2) weeks time from the date of submission.

Please have the following information ready to complete the visa application form.

1. Surname/ Family Name as it appears on Passport
2. Other/given Names
3. Title
4. Gender
5. Date of Birth
6. Country of birth
7. Nationality
8. Occupation
9. Passport Number
10. Passport Issue Date
11. Passport Expiry Date

HOTEL ACCOMMODATION

TRCSL has block-booked a number of hotel rooms in a number of hotels (see table below) where special discounted rates are available to the GSR/RA delegates.

To avail yourself of these rooms, you are invited to make your reservations through the host country using the online form available at www.gsr.lk/MyTravel/. This will only be possible after your registration is validated by ITU and you receive your personal "Confirmation ID" from ITU. After you submit your confirmation ID, you access your

private page where you will see the status of your hotel reservation. Click on “pending” next to “Hotel reservation” to proceed with the booking.

The room rates are inclusive of breakfast and all applicable taxes.

Delegates are strongly advised to make early bookings, well before the cut-off dates given for block bookings of the recommended hotels, in view of the heavy hotel bookings for the International Twenty20 Cricket Tournament (World T20) scheduled to take place in Sri Lanka from early September to the end of the first week of October 2012.

Hotel Name & Category	Distance to Venue & Time to Venue	Type of Room	No. of Rooms Reserved & cut-off date for Bookings	Cancellation Policy	Net Room Rate (USD)	
					Single	Double
<u>HILTON COLOMBO (5*)</u> 2, Sir Chittampalam A. Gardner Mawatha, Colombo 02.	0 Km 0 Minutes	Hilton Guest	100 30 September 2012	Cancellation should be done not later than 48 hours before arrival, in case of late cancellation or no-show one night will be charged.	184	197
		Hilton Deluxe	35 30 September 2012		222	235
		Hilton Executive	15 30 September 2012		260	260
<u>GALADARI HOTEL (5*)</u> 64, Lotus Road, Colombo 01.	0.2Km 3 Minutes	Deluxe	50 30 September 2012	Cancellation should be done not later than 48 hours before arrival, in case of late cancellation or no-show one night will be charged.	171	182
<u>CINNAMON LAKESIDE(5*)</u> 115, Sir Chittampalam A.Gardiner Mawatha, Colombo 02.	0.5Km 5 Minutes	Superior Room	25 30 September 2012	Unless cancelled prior to 07 days to the date reserved, 50% of one night room charge is applicable. If cancelled within 03 days' notice 01 night room charge is applicable. Any no-shows, cancellations or	170	181
		Premium Room	25 30 September 2012		189	200

				amendments on date of arrival will be charged full.		
<u>CINNAMON GRAND COLOMBO (5*)</u> 77, Galle Road, Colombo 03.	2.5Km 10 Minutes	Cinnamon Room	100 30 September 2012	Cancellation should be done not later than 7 days before arrival, in case of late cancellation or no-show one night will be charged.	178	190
<u>BLUE WATER RESORT (5*)</u> Thalpitiya, Wadduwa Beach, Bentota / Beruwala	31 km 45 minutes	Deluxe	25 30 September 2012	If cancellation is done less than 7 days before arrival - one night will be charged. In case of no-show – two nights will be charged.	135	
<u>GALLE FACE HOTEL (4*)</u> 2, Galle road, Colombo 3.	1.5Km 7 Minutes	Classic	4 30 September 2012	Cancellation should be done not later than 48 hours before arrival, in case of late cancellation or no-show one night will be charged. Reservations made for the late arrival (after 6pm) should be guaranteed with ta credit card, deposit or a company letter in order to avoid possible room cancellation. Early departure penalty fee is US 121. The departure fee will be waived if the check-out date is changed at the time of checking-in.	193	193
		Oceanic Suite	44 30 September 2012		314	314
		Standard Room	24 30 September 2012 (Only available from 1 – 4 October)		200	200

<u>Hilton Colombo Residence (4*)</u> 200, Union Place, Colombo 02.	2 Km 10 Minutes	Suite	10 30 September 2012	Cancellation should be done not later than 48 hours before arrival, in case of late cancellation or no-show one night will be charged.	222	222
<u>Ramada Colombo (4*)</u> 30, Sir Mohamed Macan Markar Mawatha Colombo 03.	2Km 10 Minutes	Standard	20 30 September 2012	Cancellation should be done not later than 72 hours before arrival, in case of late cancellation or no-show one night will be charged.	131	141
<u>Mount Lavinia Hotel (4*)</u> 100, Hotel Road, Mount Lavinia	12Km 30 Minutes	Colonial - Ocean View	50 30 September 2012	Cancellation should be done not later than 48 hours before arrival, in case of late cancellation or no-show one night will be charged.	140	150
		Direct Ocean			145	158
		Executive			155	165
<u>RENUKA HOTEL (3*)</u> 328, Galle Road, Colombo 03.	2.5Km 10 Minutes	Renuka City Wing	20 30 September 2012	Cancellations submitted after 12 noon (Sri Lankan time) between 03 & 05 days prior to the date of arrival will be charged one night. Cancellations submitted within 03 days of the date of arrival and no-show will incur the first 2 nights charge. Any early departure will incur 2 nights charge of the remaining stay.	118	128
		Renuka Wing			112	122
<u>GRAND ORIENTAL HOTEL (2*)</u> 2, York Street , Colombo 01	1 Km 5 Minutes	Standard	16 30 September 2012	Cancellation between 7 days to 3 days prior to arrival will be 50 % of the Room Charge.	110	110
		Deluxe			135	135

				Cancellation less than 3 days prior to arrival will be charged 100 % of Room Charge.		
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* All USD rates quoted are indicative only and are subject to change. Delegates are invited to check the latest exchange rates. Several sites are available to check the latest exchange rates of which www.xe.com.

A shuttle bus service will be available for delegates only from the above recommended hotels and the GSR/RA-12 venue. The schedule of buses leaving to and from hotels will be posted in the lobby of each of these hotels.

AIRPORT TRANSFERS & TRANSPORTATION

Transfers from Colombo International airport to the recommended hotels and vice versa will be provided on arrival and departure to all GSR delegates who will provide their flight information via the online form available at www.gsr.lk/MyTravel/. This will only be possible after the registration is validated by ITU and you receive your personal "Confirmation ID" from ITU. To access the system, please use the confirmation ID and the email provided at the time of registration. The status of the flight information will be made available on your private page. Click on "pending" next to "Flight information" to access the form. You can also submit your flight and hotel details (date and time of arrival, airline and flight number, date and time of departure, name and address of your hotel in Colombo) to Mr H.P. Karunaratna at hpkaru@trc.gov.lk. Only delegates having submitted their flight information will be met by a representative of TRCSL at the GSR delegates' welcome counter set up in the arrival area of the airport. Transportation will also be provided to the various social events organized by TRCSL for delegates.

There are also many companies providing cab/taxi transport services at affordable cost. The following cab services are recommended for transport needs of delegates during their stay in Sri Lanka:

1. Namdo Cabs, tel. +94 11 268 8688
2. Kangaroo Cabs, tel. +94 11 250 1501

HEALTH REQUIREMENTS

There are no health requirements for temporary entry to Sri Lanka except that visitors from yellow fever infected areas who should possess a valid certificate against yellow fever.

CLIMATE

The climate of Sri Lanka is typically tropical with humidity. The average temperature of the country ranges between 25°C and 30°C. Monsoon season is between May to September in the South and West and October to April in the North and East of the country. These monsoons give Sri Lanka its only seasons as it is located so near to the Equator. During the period of the GSR, it is expected to be 27°C in average.

Please visit <http://www.weather.com/weather/tenday/CEXX0001> to view weather forecast of Colombo city.

LOCAL TIME

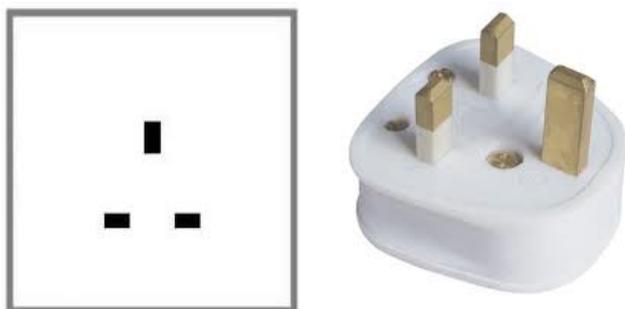
The local time in Sri Lanka is UTC + 4.30 hours.

LANGUAGE

Sinhala, Tamil and English are official languages in Sri Lanka. English is widely spoken and understood. Place names and signboards on buses and trains are usually in all three languages.

ELECTRICITY

The electrical current in Sri Lanka is 220/230 Volts/ 50Hz. The electrical plugs are square type three-pin plugs.



MONEY AND CURRENCY EXCHANGE RATES

The unit of currency is the Sri Lanka Rupee (LKR), which is divided into 100 cents. Notes are in denominations of LKR 5'000, 2'000, 1'000, 500, 100, 50, 20 and 10. Major credit cards are widely accepted, and travellers' cheques in US dollars or Sterling pounds are recommended. ATMs are commonly available. Foreign currency can be exchanged at bureaux de change, banks and hotels.

The following are the five main currencies' exchange rates against the LKR as at 27 March 2012 are as follows:

USD 1 = LKR 128
GBP 1 = LKR 204
Euro 1 = LKR 160
CHF 1 = LKR 141
AUD\$ 1 = LKR 134

Several sites are available to check the latest exchange rates of which www.xe.com

Hilton Colombo is located right next to Colombo World Trade Center (WTC), the foremost landmark building in and is directly linked to the WTC a walkway. The branches of the HSBC, Pan Asia Bank, Hatton National Bank with ATMs are established in the premises of the WTC.

SOCIAL PROGRAMME

TRCSL has organized several social events including sightseeing, cultural events, dinners etc. for the GSR delegates during their stay in Sri Lanka:

- Cultural event followed by Welcome Dinner at BMICH on 2 October 2012.
- Music with Band in Attendance followed by Dinner at Waters Edge Resort on 3 October 2012.

- Musical Show with Dancing followed by Dinner at Cinnamon Grand Hotel on 4 October 2012.
- A full day excursion is arranged on 5 October 2012. TRCSL has selected the places of cultural & nature attraction and world heritage sites located in the interior of the country. Further details will be provided at the GSR meeting. The delegates those who wish to join the excursion are kindly requested to adjust their travel itinerary accordingly.