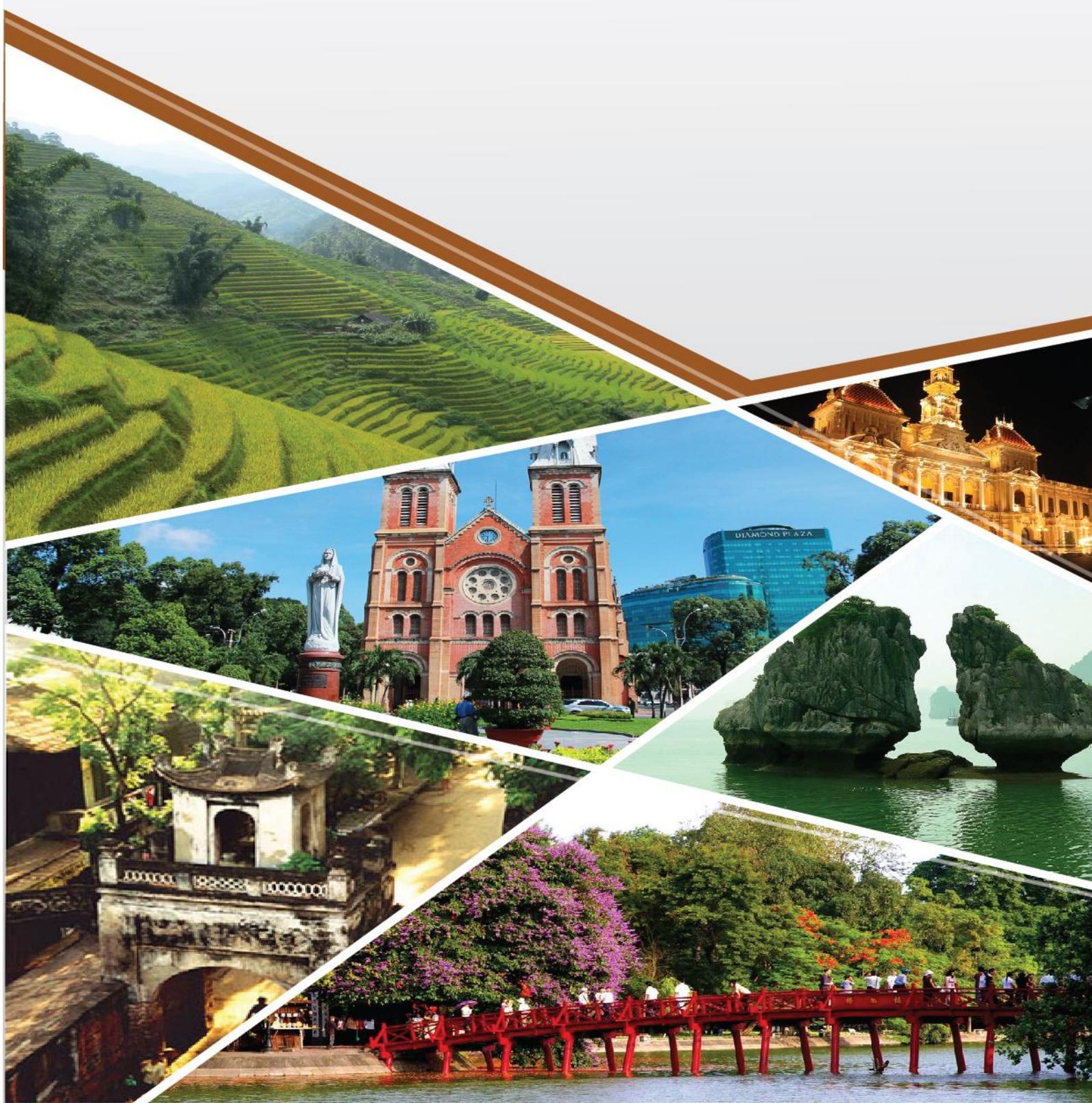




**HANOI**  
Working Week  
2019



THE VIETNAM ASSOCIATION  
OF GEODESY, CARTOGRAPHY  
AND REMOTE SENSING (VGCR)



# BIDDING PROPOSAL

## FIG WORKING WEEK 2019

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**Submit By:**

**Vietnam Association of Geodesy,  
Cartography and Remote Sensing (VGCR)**



*Hanoi - Vietnam, 29 November 2014*

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## **PART 1 – LETTER OF INTEREST**

*by the Vice President of Vietnam Association of Geodesy, Cartography and Remote Sensing (VGCR)*

**Dear FIG Council,**

Firstly, I would like to thank the FIG's Leaders for your kind invitation to the bidding to host the FIG Working Week 2019.

Secondly, please allow me to introduce briefly - the Vietnam Association of Geodesy, Cartography and Remote Sensing as a member association of FIG. We used to organize successfully 02 FIG events, which witnessed huge success, especially the second event was "The 7<sup>th</sup> FIG regional Conference 19-22 October 2009". Moreover, VGCR has collaborated with Asian Remote Sensing Association to organize two conferences on "Asian Remote Sensing". In addition, as a member of FIG, we attended many FIG conferences, especially the Working Week and Congress and has learned from them many experiences for FIG's event organization.

It would be our utmost honor & prestige if we are to be selected to host the FIG Working Week 2019 in Hanoi, on the special occasion of **the 60th anniversary of Surveying and Mapping Day of Vietnam (1959 - 2019)** and **the 30<sup>th</sup> anniversary of VGCR (1989 - 2019)**.

More than important, becoming the host country for FIG Working Week is a great chance for Vietnam to promote our achievements and progress in the field of surveying & data management. Particularly, it would be considered an important opportunity for greater development and connection for the community of Vietnamese professionals, experts, and surveyors to approach to the world's scholars as well as the occasion for the world experts to help Vietnam to address all our concerns and issues as the fact that Vietnam is one of the most five countries in the world being suffering consequences from climate changes, especially the threat of sea level rise. Besides that, Vietnam still faces many challenges of industrialization, urbanization, and poverty reduction.

Last but not least, Hanoi - Vietnam is well-known for being a city of peace, recognized by UNESCO since 1999, and it is also regarded as an elegant city of safety, beautiful landscapes, delicious cuisines, and charming people. Not only attracted by natural richness, your journey to Hanoi will also be thrilling with high quality services at reasonable prices, embedded in the intimate homely atmosphere. With our competitive registration fees, we will surely do our best to ensure all participants to have great time enjoying their stay packed with unforgettable moments in Vietnam.

Sincerely Yours,

**Trinh Anh Co**

**Vice President**

*The Vietnam Association of Geodesy, Cartography and Remote Sensing*

## PART 2 – HANOI – THE DESTINATION FOR FIG WORKING WEEK 2019

### *1. Destination – Hanoi*

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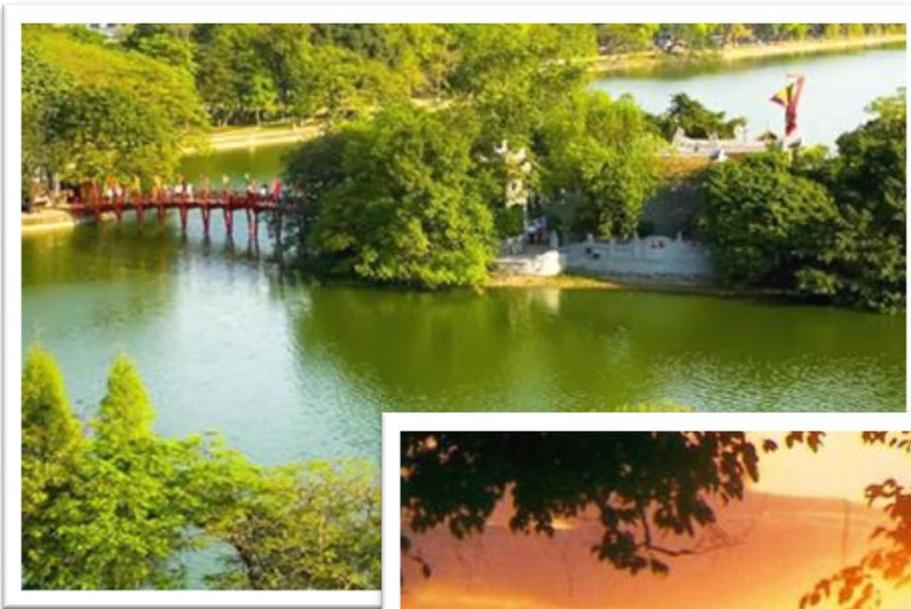
Located on the gateway to Indochina peninsula of the South East Asia, Vietnam is a country of rich culture, traditions by the history of more than four thousand years. Today, Vietnam is known as one of the most dynamic countries in ASEAN with the rapid economic growth rate over many decades. Its population is approx. 90 million people from 54 ethnics group (more than 80% of people are Viet People), which made Vietnam become most crowded country in the region.

Moreover, the natural beauty of soaring mountains, fertile deltas, primeval forests inhabited by exotic fauna, sinuous rivers, mysterious caves, other worldly rock formations, heavenly waterfalls and beaches will surprise every visitors.

Among many attractions of Vietnam, Hanoi - the capital of Vietnam is the most elegant city that offers the great introduction of Vietnam with the richness of history, culture, great cuisine and particularly many tourist destinations to visit: The tranquil “Hoan Kiem” Lake in the heart of City, surrounding by the bustling streets of the Old Quarter, each street named after the trade used to take place there; Co Loa Citadel (built in 257 BCE), One Pillar Pagoda (built in 1049), the Temple of Literature (built in 1070), Hanoi Citadel, Hanoi Opera House (built in 1911), President Ho Chi Minh's Mausoleum, the peaceful West Lake is considered the lung of city with fresh air and beautiful place for

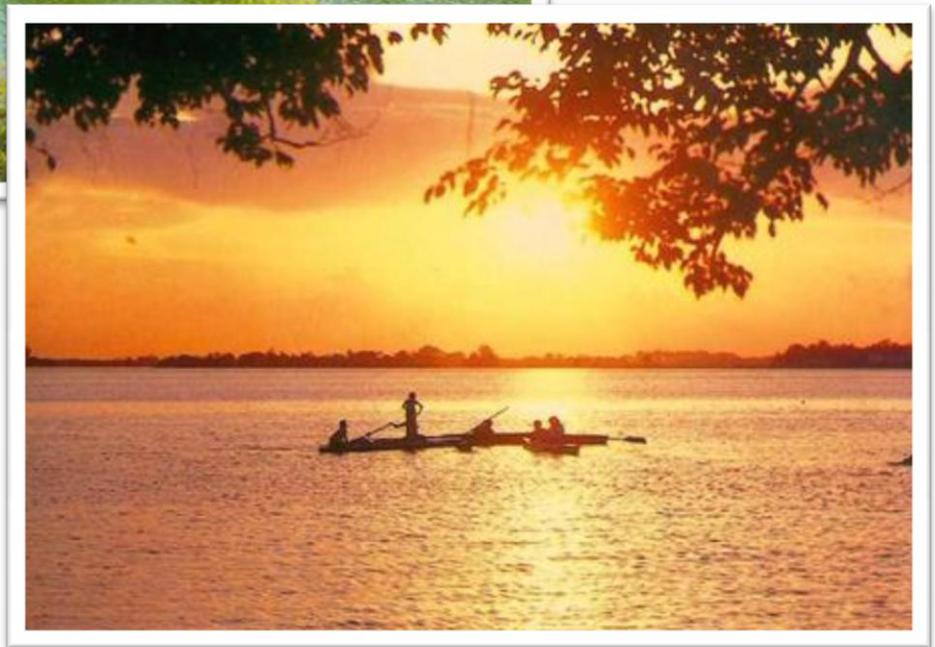
sightseeing, and enjoying the city view; and many traditional villages to visit as Van Phuc Silk Village, Bat Trang Ceramic Village, Ngu Xa Bronze villages, and more.

According to TripIndex by TripAdvisor in 2012, Hanoi will be the cheapest city in the world for two of a one-night stay in a four-star accommodation, food & beverages, and taxi transport.



*Hoan Kiem Lake*

*Sunset at the West Lake*



Hanoi also has many advantages and competitiveness to host FIG Working Week 2019:

- Peaceful, Safe Environment with Friendly People.
- Opened Foreign Policy by Vietnamese Government.
- Nice weather & Beautiful landscape

- Well-equipped National Convention Center, 4-5 Hotels, International Airport, Transportation Infrastructure.
- Great culture & Delicious cuisine.
- Very reasonable prices with high standards.

Hanoi is a peaceful and convenient place for many international events such as: 22nd SEA Games (South East Asian Games 2003), 18th APEC Summit (Asia Pacific Economic Cooperation Summit 2006), 78th ICOLD (International Commission on Large Dams 2010), UN Day of Vesak (2014)

In 2019, Hanoi - Vietnam will host the 25th APEC Summit.

## LANGUAGES

Although 54 ethnic groups in Viet Nam have different languages, the national language in Vietnam is Vietnamese. Besides that, other common foreign languages in Vietnam are English, French, Chinese and Russian.

## INTERNATIONAL RELATIONS

At present, Viet Nam has established diplomatic relations with 178 countries and economic, trade and investment ties with 224 countries and territories.

Viet Nam is a member of the UN, ASEAN, ASEM, APEC, WTO, the Francophone, the Non-Allied Movement and other regional and international organizations.

## WEATHER

Max Daytime Temperature (°C)  27°C (81°F) in April

Min Night-time Temperature (°C)  21°C (70°F) in April

Hours of Sunshine (Daily)  4 Hours per day in April

Hours of Daylight (Daily)  13 Hours per day in April

Heat and Humidity Discomfort  Moderate in April

Days with some Rainfall  14 Days in April

Monthly Rainfall (mm)

97 mm (3.8 inches) in April

UV Index (Maximum)

11 11+ (Extreme) in April

In April Hanoi still has warm climate and strong wind sometimes. The weather is the best when one still enjoys most beautiful days of spring. Festival season hasn't ended yet that you may find some of interest in the suburbs of Hanoi. Minor increase in Hanoi's average temperature to 22-27 C degree only makes the weather become more favourable.

## 2. Congress Venue – THE NATIONAL CONVENTION CENTER



Vietnam National Convention Center is currently one of the three biggest Convention Centers in Southeast Asia. Being the first and only one in Vietnam was built basing on the most advanced and modern technologies, Vietnam National Convention Center is the national priority construction with wonderful and harmonious architectures, synchronous and modern infrastructures; which carry Vietnamese nationalism and is the symbol of Vietnamese architectures in the new century.

It was the main venue of FIG Regional Conference in Hanoi 2009. Today, there are many 5 star hotels surrounding NCC, including: JW Marriott Hanoi, Crowne Plaza, Grand Plaza, Intercontinental Landmark 72.

### **Services**

With advantage of having system of rooms and large halls with the total area over 60.000m<sup>2</sup>, modern and highly automatically equipments; VNCC is the only address in Vietnam that could meet the demand of holding internal as well as external high-grade services including many types of conferences, seminars, exhibitions,

performances, parties...with over 15,000 attendants and with highest requirements.

### Conference – Seminar



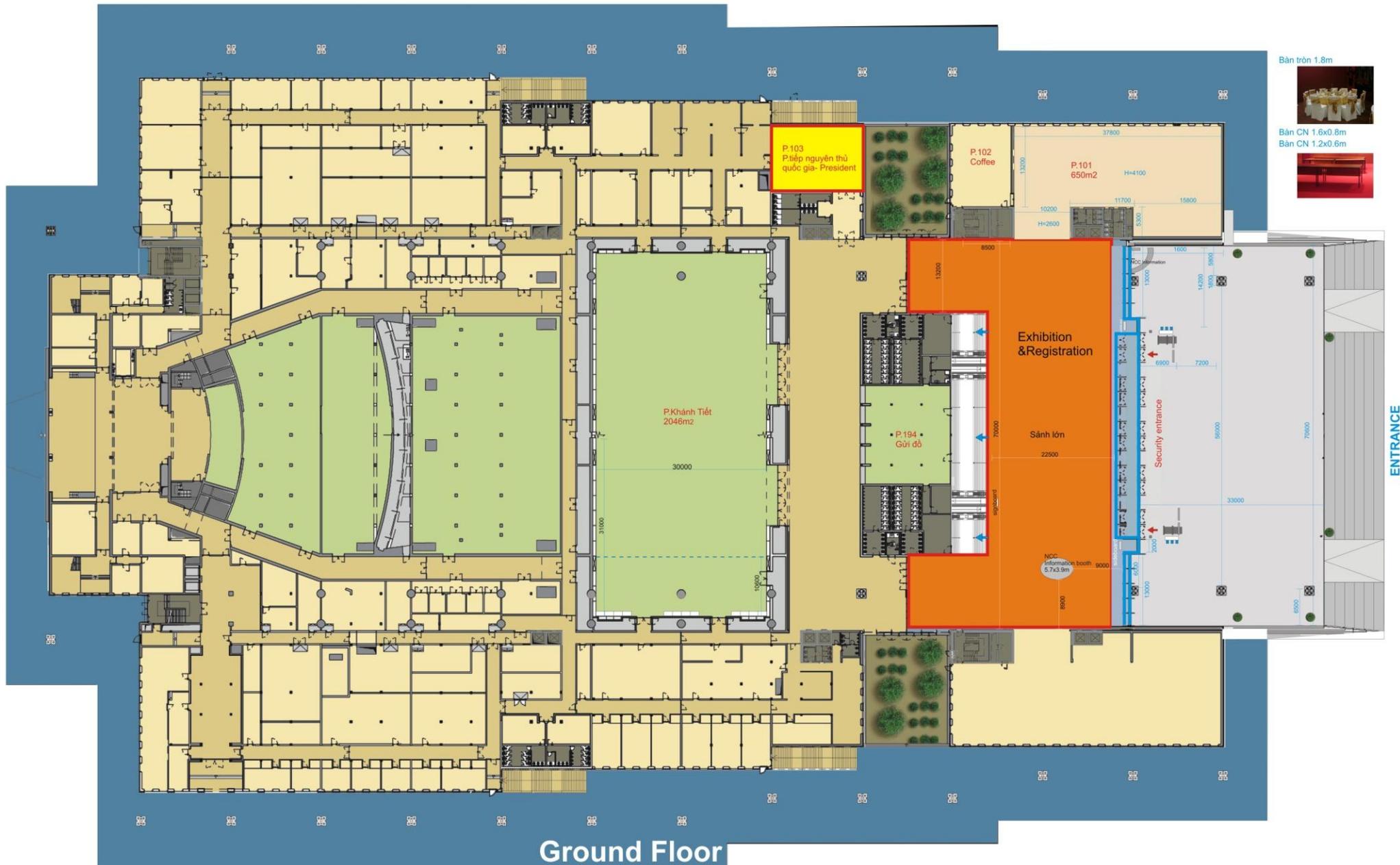
VNCC has a large hall (MMH), nearly 30 other halls and meeting rooms with area from 40m<sup>2</sup> to over 4,000m<sup>2</sup>, which can hold from 120 to more than 3,500 people. Meeting rooms can be separated from others by soundproof walls, forming 73 smaller ones. With the large number of rooms, modern equipments, VNCC can satisfy the requirement of holding different types of conferences and seminars at the same time.



NNC used to organize many large scale international-level events as 5th Asia – Europe Meeting 2004, 9<sup>th</sup> ASEM’s Foreign Minister Meeting 2009, APEC 2006, ICOLD Hanoi 78<sup>th</sup>, Asian Pacific Congress of Cardiovascular Intervention Radiology.



# NCC - Ground Floor



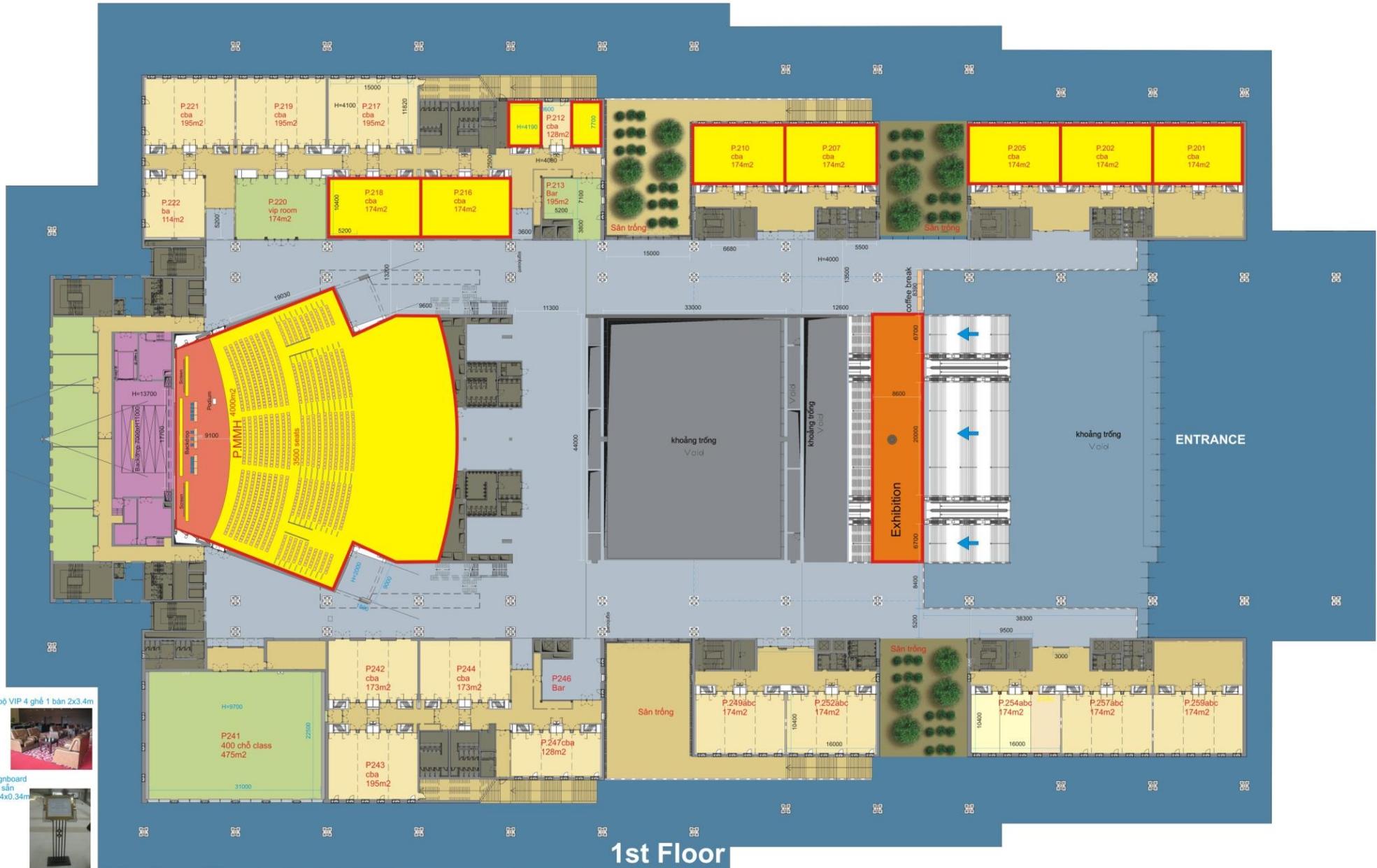
Bàn tròn 1.8m



Bàn CN 1.6x0.8m  
Bàn CN 1.2x0.6m



# NCC - 1st Floor



1 bộ VIP 4 ghế 1 bàn 2x3.4m

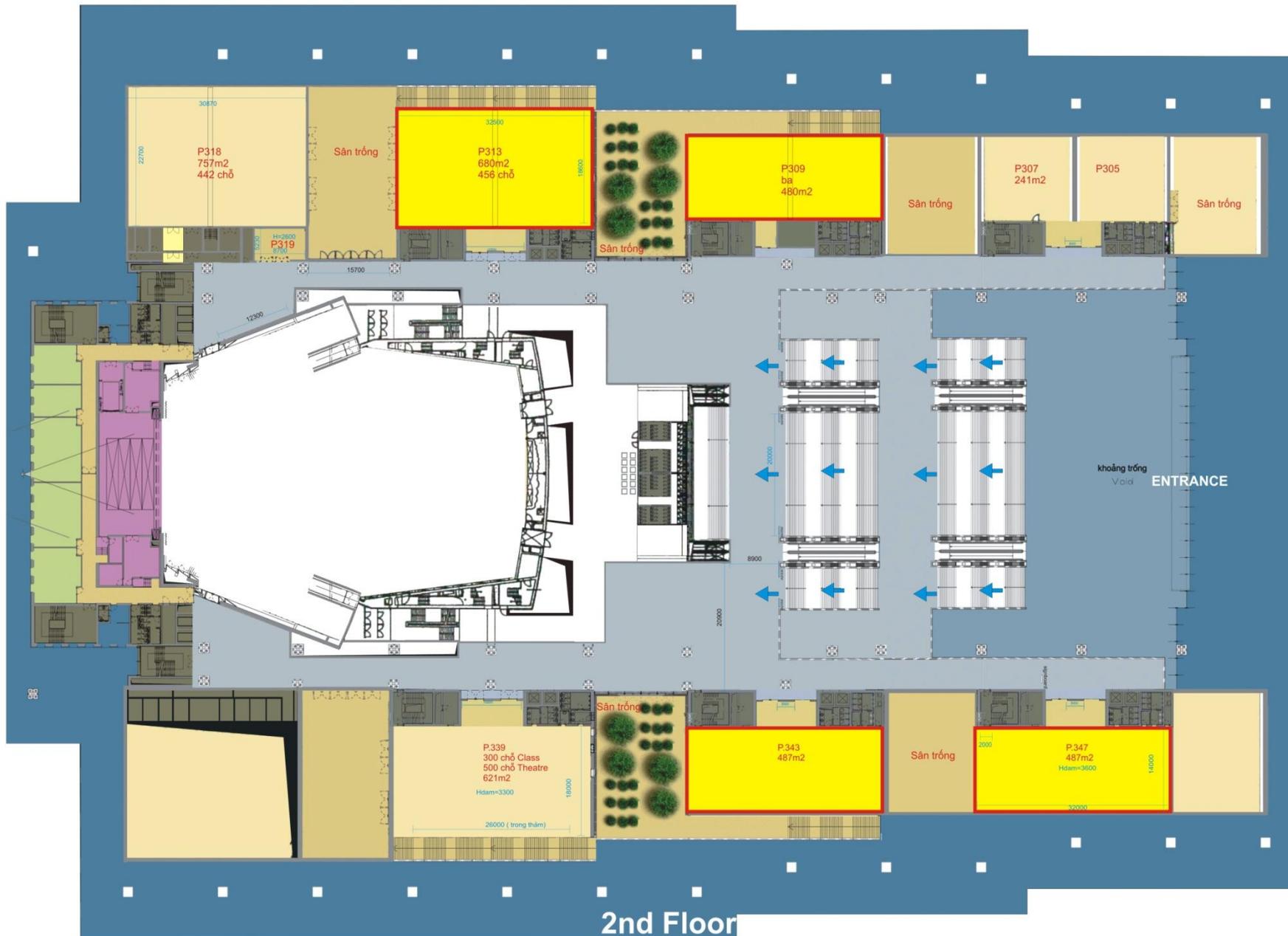


Signboard có sẵn 0.4x0.34m



1st Floor

# NCC - 2nd Floor

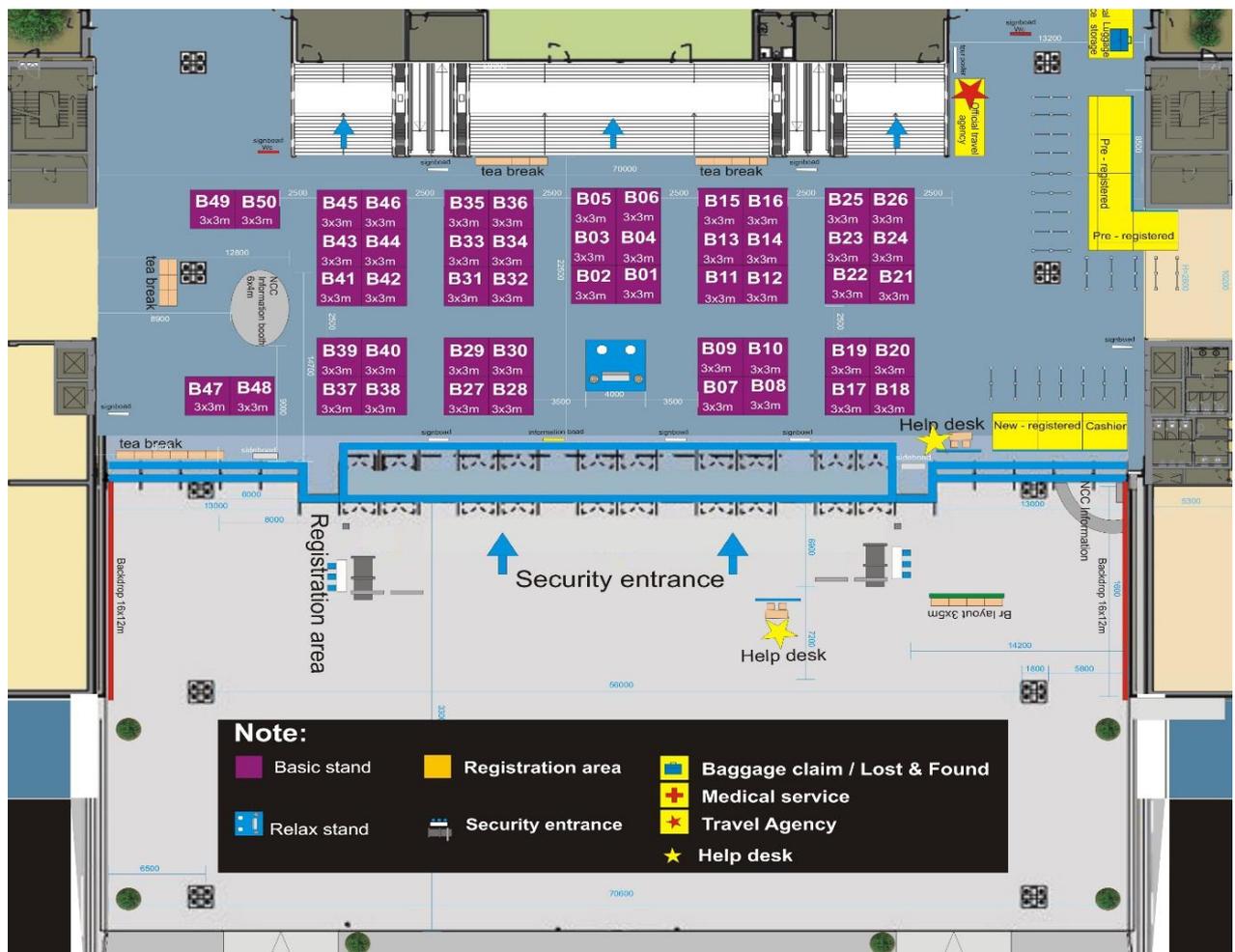


## Exhibition, products presentation

Having multiple room systems; especially, the lobby systems inside and outside the building with area over 12.000m<sup>2</sup>, VNCC can also meet the demand of holding big exhibition and products displaying with additional services:

- Designing, staging.
- Leasing site-land and equipments, additional services.
- Advertising and communication.

## Venue Floor Plan: Conference & Exhibition (Tentatively)





*Exhibition area*

### **Art performance**

VNCC has a large hall (MMH) designed with multi-functional stage system using Canadian lifting technology, modern and multiple system of lighting and sound equipments using digital technology with highly safety technical feature suit to all art types performing. Besides, VNCC also has an outdoor stage system which is suitable for the night music concert to be taken place; this system can satisfy high demand and ensure about the security in the VNCC campus.

### **Party - Reception**

With multiple and luxurious banquet hall system, modern system of kitchen, professional and whole-hearted staff; VNCC can not only provide the party with rich and various menu but also ensure the most stringent requirements on safety with many types of Asia-Europe party :

- Buffet dinners
- Sit-down banquets
- Outdoor activities
- Cocktail parties
- Theme-based parties

### ***Shuttle Buses to and from VNCC***

Shuttle Buses & Taxis of the Official Transporters will be the key mean of transportation to transfer the delegates from Hotel Partners to the venue of



Working Week.

There are a unique team of coordinators to arrange the buses or taxis to pick up delegate to/ from the venue of event

We also have a program support officer and interpreters available to support a national team of minimum 10 persons.

### ***3. Proposed Dates***

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- Option 1: **05 – 12 April 2019**
- Option 2: **12 – 19 April 2019**
- Option 3: **19 – 26 April 2019**

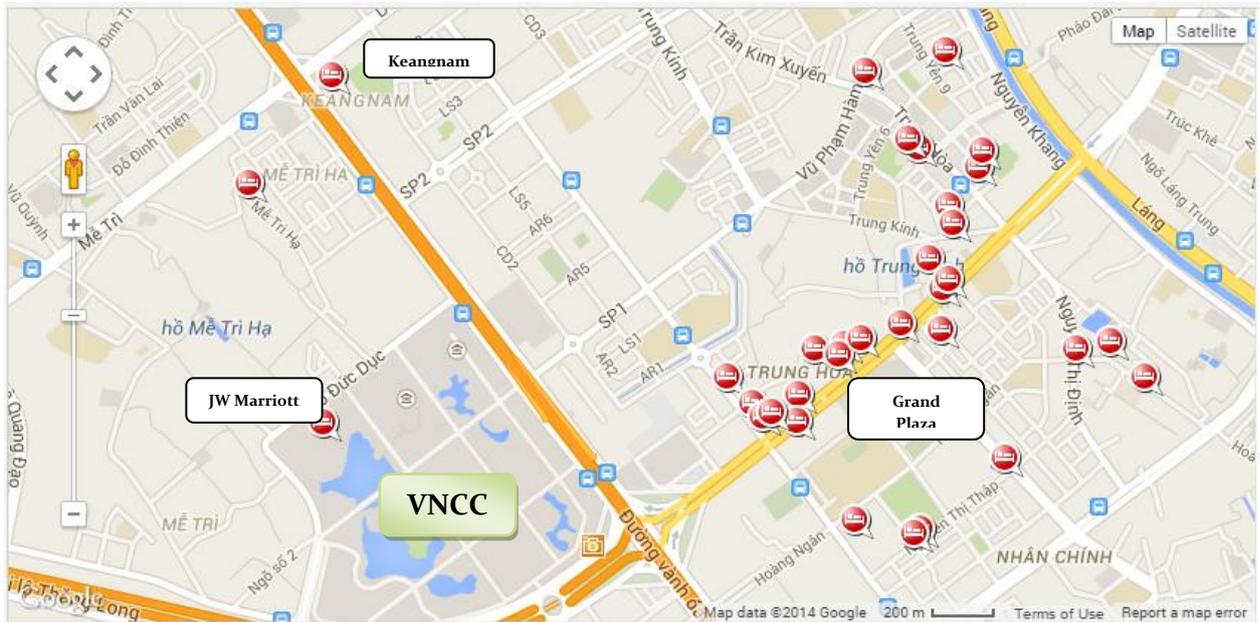
**Option 1** is the best one, highly recommended, especially because of beautiful, mild spring weather and also very convenient for attending Hung King Festival – one of the most meaningful festivals in Vietnam right after the event. For the Option 2, it can be a good choice if Option 1 is not available. The disadvantage of Option 3 is the time before the independent day & labor day, Vietnamese people usually plan for holiday on these days, thus increasing the demand of accommodation.

### ***4. Hotels and Accommodation***

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There are a large number of accommodation around the Vietnam National Conventional Center (VNCC) with capacity of more than 3000 rooms within 2km, ranging from top-quality 5 and 4-star hotels to more moderate and modest of 3 and 2-star options as well as very reasonable hostels, which means there are great choices for any budget.

Rooms start from as little as 20 USD. Spending from 40 to 70 USD will boost the comforts quickly, and rooms will generally include air-con, satellite TV, fridge and hot water. Make the step up to 80 USD and three-star frills are available. At 350 USD and above, it's five-star territory.



### The Official Hotel Partners:

Hotels Partners of FIG Working Week Hanoi 2019 will include 5-star and 4-star hotels.

### Eligibility:

- Special Discount Rate for conference's participants
- Reserve fixed number of Room for our conference's participants
- Meet the standards: from 4 star ranking , and being convenient for transportation to the National Convention Center
- Complimentary Room for Organizers

### Tentative Hotel Partners:

- Grand Plaza – 5 star
- Crowne Plaza – 5 star
- JW Marriott Hanoi – 5 star
- Bao Son Hotel – 4 star
- Riverside Hanoi Hotel – 4 star

### 5\* HOTELS NEARBY THE NATIONAL CONVENTION CENTER

*(5 - 10 minutes to travel to the National Convention Center on foot or by Taxis)*

**1405 rooms in total** ★

## *JW Marriott Hanoi*



JW Marriott Hanoi locates nearby The National Convention Center is less than a quick 10-minute drive away. Guests have an array of unique dining, shopping and entertainment

options at their fingertips.

JW Marriott Hanoi affords 394 graciously appointed, 48-square-meter guest rooms and 56 suites, including a Presidential and Chairman's Suite. The luxury hotel's six savory food and beverage outlets offer a contemporary, international dining experience; the meeting areas include 2,400 square meters of sophisticated space including two elegant ballrooms.

## *Grand Plaza*



Towering over Millennium City, 5-star Grand Plaza Hanoi is a 5-minute walk from the National Convention Centre. Elegant rooms at Grand Plaza Hanoi Hotel feature classic wood furnishings and views from floor-to-ceiling windows. Leisure options at Hanoi Grand Plaza include an indoor golf course and sauna facilities. Guests can get a good work out at the gym or relax with a soothing massage at the spa. Number of hotel rooms: 618



## *Crowne Plaza Hotels & Resorts*

Crowne Plaza is a dynamic hotel brand currently located in nearly 60 countries around the world. Vietnam's first Crowne Plaza is situated in Hanoi's newest business district. Crowne Plaza West Hanoi is the lynchpin of a commercial and residential complex, only minutes away from the National Convention Centre and National

Stadium and is only 30 minutes drive to Noi Bai International Airport.

The Hotel has 393 guestrooms including 40 luxurious suites offering modern tailored business solutions for the discerning traveler with a selection of accommodation.

### 5. Connection and Access to other domestic destinations and the World



Vietnam Airlines international flight routes map



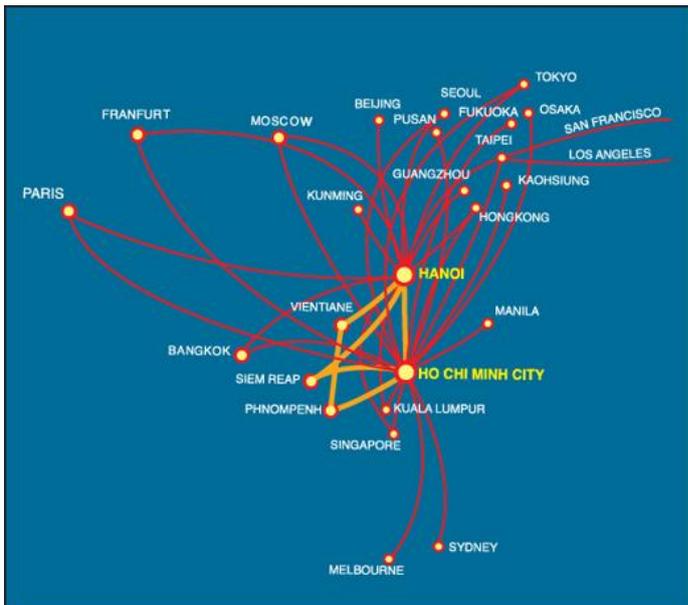
Vietnam Airlines domestic routes map

## Noi Bai International Airport



Noi Bai International Airport is the largest airport in the north of Vietnam. It is 28 miles (45 km) from the city centre. The travel time from the city centre is 30–45 minutes.

At 650 ha, Noi Bai is the second-largest airport in Vietnam with a total serving capacity of 19 million passengers per year.



Every day, more than 30 Vietnamese and international airlines, both conventional and budget, operate from Hanoi Noi Bai Airport including Vietnam Airlines, Air France, Pacific Airlines, Cathay Pacific, Aerofloft, Korean Air, American Airlines, Finnair, Air Canada, Qatar Airways, Turkish Air, China Airlines, Hong Kong Airlines, Thai Airways, Lufthansa, Lao Airlines, Air Asia, Tiger Airways, etc. to connect the city with numerous major cities and territories all round the world.

The airport terminal provides various services, shopping, currency exchange, ATMs and transportation options.

Various transportation services, including public taxis, minibus and public buses, are

available to Hanoi from Noi Bai Airport's Arrival Level.

### **Bac Thang Long Highway**

The road connecting Noi Bai Airport and Nhat Tan Bridge via Dong Anh and Soc Son districts of Hanoi is 12.1km long and 80-100m wide with six lanes allowing vehicular speed of 80km per hour.



The country longest & most modern highway, which the National Convention Center is located on, is running from the Pham Hung-Khuat Duy Tien- Tran Duy Hung roundabout through the Tu Liem, Hoai Duc, Quoc Oai and Thach That districts to National Highway 21A (km 31+ 64, the starting point of the Ho Chi Minh road).

Road users can enjoy the green trees planted in the reserved area along the middle of the highway as well as the comprehensive, modern lighting system.

Thang Long highway is 28km long, 140m wide with 3 lanes in one way.

### **Visa Information**

Only citizens of certain countries can visit Vietnam without Vietnam entry visa. Those countries include:

- **No Vietnam entry visa required for travel less than 30 days:** Citizens of Thailand, Philippines, Malaysia, Singapore, Indonesia, Myanmar, Cambodia, Brunei and Laos.
- **No Vietnam entry visa required for travel less than 15 days:** Citizens of Japan, South Korea, Sweden, Norway, Denmark and Finland.
- **No visa required for travel less than 90 days or several visits within 6**

**months:** Citizens of France holding valid diplomatic or official passports.

- **No Vietnam entry visa required for travel less than 60 days:** Citizens of Chile holding valid diplomatic or official passports.
- **No Vietnam entry visa required for travel less than 60 days:** APEC Business Travel Card (ABTC) Holders from Asia-Pacific Economic Cooperation (APEC) member economies
- **No Vietnam entry visa for traveling to Phu Quoc Island (Vietnam):**

Foreigners and Vietnamese bearing foreign passports who enter Vietnam through an international border gate and then travel to Phu Quoc Island and stay in Phu Quoc less than 15 days will also be exempt from Vietnam visa application. Passports must be valid for at least 45 days. After arriving in Phu Quoc Island, if visitors want to travel other localities or stay in the island for more than 15 days, the immigration department will be responsible for issuing visas right on the spot.

- **No visa required for overseas Vietnamese less than 90 days** staying if holding Vietnam visa exemption certificate.

All other citizens are required to get Vietnam entry visa before departure (Vietnam visa issued prior to departure by Vietnamese consulates or embassies) or a pre-approved Vietnam entry visa (visa is issued on arrival at Vietnam's International Airports) supplied before arrival in Vietnam.

VGCR will provide a letter of invitation to support the visa procedures for all participants.

## 6. Support and Funding

- **Government Funding:**

Vietnamese Government will not provide funding directly to FIG Working Week; however, they provide funding through assistances to use the most beautiful public venues with great discount cost for rent:

- The Vietnam National Convention Center (main venue is proposed for FIG Working Week Hanoi 2019)
- Hanoi Opera House (to organize social programs)

- **Government Support:**

Vietnamese Government support to organize FIG Working Week Hanoi 2019 as

following:

- Transportation Clearance for Conference VIP, Delegates by Police Motorbikes (if necessary).
- Visa Procedure: support quickly for Conference Delegates & Accompanying Persons.
- Security check & Public Orders during the FIG Working Week Hanoi 2019.
- Besides, the Ministry of Natural Resources & Environment will consider to support to The Working Week 2019 if the event will be awarded to organize in Hanoi.

## 7. Budget Outline

### EXPECTED PARTICIPATION

- 1000 - 1100 Delegates including 800 International Delegates + 200 - 300 Local Delegates
- 150 Students & 100 Accompanying Person

### Registration:

International Delegates	Number	Registration fee
<i>Package – Early</i>	500	€500
<i>Package – Normal</i>	250	€600
<i>Package – Onsite</i>	250	€700
<i>Daily Entry</i>	100	(tbc)

### SPONSORSHIP & EXHIBITION PLAN

- Plantium Sponsors: (€20,000)
- Gold Sponsors (€15,000)
- Silver Sponsors (€10,000)
- Co-sponsors (€5,000)
- Exhibitors: expected 50

## 8. Meals, Transportation and Recreation

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*A fascinating mix of old and new Vietnam with Chinese and French influences, Hanoi is changing quickly but maintains a strong sense of identity. Full of things to see, from the architecture of the Old Quarter and the French Quarter to Ho Chi Minh's Mausoleum and the Temple of Literature, the Vietnamese capital lends itself to exploration. The city is also home to one of Asia's stronger indigenous culinary traditions and features a growing number of international dining options. Hanoi is very affordable by urban Asian standards, with the majority of hotels and restaurants offering plenty of value.*

### **Hanoi Living Cost**

The official currency is Vietnam Dong (VND), but the US dollar is pretty widely accepted. In tourist centers, most hotels will accept either, while other businesses may prefer VND.

The living and other personal expenses of travelers to in Hanoi varies from pocket change to the platinum card, depending on taste and comfort. Ascetics could just about get by on 30 USD a day, while a conventional budget traveler can live it up from 70 to 100 USD. Mid-range travelers can have a ball from 100 to 200 USD a day, staying comfortably, eating well and traveling comfortably. At the top end, spending 350 USD or more a day, anything is possible.

Dining out is where Hanoi comes into its own. Surfing the street stalls and markets, meals can be found for between 3 and 5 USD. Local restaurants are more comfortable and you can eat well for between 10 and 50 USD. Then there are the Vietnamese gourmet restaurants, where you can still only spend around 20 USD with drinks; with the right wines you could easily spend 50 USD.

Bus travel is a bargain by Western standards. Public buses between major destinations have fixed fares, but when traveling by bus in remote areas, overcharging is the rule. For maximum flexibility, many travelers prefer to rent a car or 4WD and go exploring provinces with a guide. Costs run from about 50 USD around town to as much as 150 USD a day upcountry (including the driver's food and lodging). A guide costs from 30 to 50 USD, depending on the destination in the city or mountainous areas.

Domestic flights are relatively expensive compared with some countries in the region. A one-way ticket from Hanoi to Ho Chi Minh City (Saigon) is around 150 USD. Trains are great value and overnight sleepers are a good way to cover long distances like Hanoi to Hue or Ho Chi Minh City to Nha Trang.

### **Meals**

The city is a wonderland of cheap eats and drinks, offering an endless variety of soups, noodles, buns, rolls and sandwiches paired with plenty of fresh herbs — and fresh beer, too.

Big, fat, fresh baguettes are sold everywhere, good for a pate sandwich or smeared with the ubiquitous Laughing Cow cheese. The coffee is world class - served strong and rich in demitasses - with the best blends being smooth and chocolatey. Wine is also widely available.

Specialty places like The Warehouse on Hang Trong are good for a wide, reliable selection of domestic and foreign vintages. Hanoi has a plentiful and delicious collection of patisseries spread all over the city boasting decadent but very affordable treats.

**Hanoi has been selected as one of the top 10 cities for food in the world by Shermans Travel.**



## Hanoi Local Transportation

The main means of transport within Hanoi city are motorbikes, buses, taxis/cars, and bicycles.

### *Taxis in Hanoi*

Taxis are very inexpensive and normally go by the meter without a problem. Big taxis operated by 'Hanoi Taxi Group' would be a safer bet compared to the more gung-ho smaller taxis that have a reputation of meters being 'fixed'.

Taxi Sample Rate (as of 2014): 12,000 VND/km (0.6 USD/km)

### *Public Buses*

Public buses run on many routes and fare can be purchased on the bus, with very cheap prices (0.3 – 0.4 USD for a journey where a taxi might cost \$10.)

### *Motorbikes*

Motorbike is the major mean of transportation in Vietnam. Motorbikes and bicycles can also be rented from agents within the Old Quarter of Hanoi.

## Recreation & Attractions in Hanoi



A variety of options for entertainment in Hanoi can be found throughout the city. Modern and traditional theaters, cinemas, karaoke bars, dance clubs, bowling alleys, and an abundance of opportunities for shopping provide leisure activity for both locals and tourists. Hanoi has been named as one of the top 10 cities for shopping in Asia by Smart Travel Asia. The number of art galleries exhibiting Vietnamese

*When it comes to entertainment, Hanoi has plenty to offer. In addition to seeing the sights, visitors can take in a show at the theater, indulge in a spot of shopping or explore the parks. There are also outdoor pursuits available such as golf, swimming and cycling.*



art has dramatically increased in recent years.

Hanoi has a number of lovely parks and museums where you can while away the hours of a warm summer's afternoon -- Lenin Park, south of Hoan Kiem district and just north of Bay Kau Lake are among the most popular, especially on holidays, when it's packed with picnickers.

There are a number of vibrant festivals held throughout the year and this is a great time to see the culture and religious spirit of the city. One of the most interesting festivals for visitors is the Hung King Temple Festival, while those who arrive in the spring will witness the annual elephant festival.



### *Hanoi City Tours*

A number of different travel companies take visitors to Hanoi on tours of the city, which serves as a great introduction. These daylong tours include a wide range of major sightseeing attractions such as the Ngoc Son Temple, the Dong Xuan market, the

Old Citadel, the Ho Chi Minh Mausoleum and Museum, the One Pillar Pagoda, the Quan Thanh Temple and Tran Quoc Pagoda, the Ethnology Museum, the Literature Temple and Quoc Tu Giam. It is also possible to arrange longer tours which take visitors to places of interest just outside the city.

### *Golf*

There are some great places to play golf in and around Hanoi and a good place to start is the Hanoi Club, which also offers a range of other activities. Another excellent choice is the King's Island Golf Resort and Country Club, which offers spectacular views of the Ba Vi Mountain and the waters of the Dong Mo Reservoir from its 36-hole course.

### *Cooking classes*

Taking a cooking class is a good way to get something extra out of the trip than simple souvenirs and photographs and is also a good way to impress friends back home. The stylish Old Hanoi offers gourmet cooking classes, while the Hanoi Cooking Centre offers both long and short courses for adults and children.



## *Nightlife*

Hoan Kiem Lake contains most of Hanoi's Western-style bars and this is a good place to meet other travelers at the end of the day. There are also some vibrant clubs here where it is possible to dance until the small hours. Also popular with music lovers is Minh's Jazz Club, where people gather to listen to live sets from local musicians.



*View over West Lake from Sofitel Plaza Hotel*

## **Around Hanoi**

Hanoi also provides a convenient base for excursions to Ha Long Bay, and to Sa Pa and the northern mountains, where one will be able to get away from the tourist hordes and sample life in rural Vietnam. There are also a few attractions much closer at hand, predominantly religious foundations such as the Perfume Pagoda, with its spectacular setting among limestone hills, and the spiral-shaped citadel of Co Loa, just north of today's capital.

## 9. Social Activities and Technical Visits

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### ❖ Opening Performance in Plenary Session of First Day Program:



Group of dancers will perform in 54 ethnic customs & traditional music band playing back to welcome all delegates to Vietnam, with major focus on dancing of Thai, Muong, Champa, and Kinh People.

Key Message to send out: Welcome to Working Week Hanoi 2019: “For Spatial Enablement of Each citizen”

**VIP Attendance:** officials from Central Government at high-level (at least Vice Minister), VUSTA Leader, Hanoi Authority’s Leader and representatives from relevant international organisations

### ❖ Social Program:

#### a. Welcome Reception Dinner (included in registration fee):



The Party is buffet styled Dinner with authentic Vietnamese food, a recall of traditional culinary culture with the theme of “Village market”

“Village market “introduces the culinary art of the 3 regions of Vietnam with their traditional art activities of the peasants such as Quan Ho Bac Ninh (from the Northern Vietnam) – Hue Folk Songs (Hue – Central Vietnam) - Southern folk dancing (from the Southern Vietnam)

Audience will enjoy our traditional specialties and cuisines

*Venue:* Outdoor (TBC)

**b. FIG Foundation Dinner:**



Foundation Dinner set into special atmosphere of Hanoi 1930s, recalling the previous time of Indochina culture. Dinner is especially decorated with the image of Hanoi Old Quarter in a century ago.

Art Performances will introduce the intangible cultural heritages of Vietnam: Ca Tru Singing (Hanoi) – Royal Chamber Music & Dance (Vietnamese Court Music)

*Venue:* 5 star Hotel (Tentatively JW Marriott Hanoi)

**c. Vietnamese Traditional Music Concert:**



The Vietnamese folk songs and contemporary international chamber music will be presented in the most unique way on the Vietnamese endemic musical instruments.

This concert has always received great applause from foreign visitors.

Venue: The Hanoi Opera House

**d. Gala Dinner:**



Party organized with the theme from a story of The Legend of Dragon and Fairy – the story about the origin of Vietnamese people.

Audiences will be continuously amazed with Vietnam’s culture, presented by Viet people’s costumes throughout feudal dynasties (since “Hùng” King till Nguyễn Dynasty)

Taken turns by the improvised contemporary music performance, representing East and West dialogue in making the remark of Vietnam’s integration.

Venue: Vietnam National Convention Center

**e. Farewell Party (included in registration fee)**

A free farewell party will be offered to all delegates on the last day of the Working Week for relaxation and chilling out

**f. Pre – Tour (not included in packaged registration cost):**

**Ha Long Bay Tour (2 Days 1 Night)**

Halong Bay is a spectacular natural wonder recognized by UNESCO as the world’s heritage, and recently voted one of new 7 wonders of the world.

The Tour is designed for Participants who arrive in Vietnam sooner than the Opening Date of Working Week.

**g. Daily City Tour (not included in packaged registration cost):**

- **Bat Trang Ceramic Village & Co Loa Old Citadel Tour**

Co Loa Citadel: Dating from the 3rd century BC, Co Loa Citadel (Co loa Thanh) was the first fortified citadel in Vietnamese history and became the national capital during the reign of Ngo Quyen (AD 939-4-1). This old fortress attracts many tourists for its historical and cultural value.

Bat Trang Village: It's a small village in the north of Vietnam, is about 13 kilometers south east of Hanoi center, on the other side of Chuong Duong bridge, familiar to tourists for its ever famous ceramic and pottery products of high quality.

- **Van Phuc Silk Village & Tay Phuong Pagoda:**

Van Phuc Silk Village: Just 15km to the west of Ha Noi is a place renowned over centuries for its silk-making and silk products – Van Phuc village in Ha Dong of Ha Tay Province. In recent years, the village has enjoyed the revival of its craft due to a surging demand for silk in both the domestic and foreign markets.

Tay Phuong Pagoda: Tay Phuong pagoda was built in the 8th century and has been restored several times since. In 1632, the pagoda was rebuilt according to the Sino-Vietnamese character Tam (three), featuring three sections: the upper sanctuary, back palace, and lobby rooms.

- **Hanoi Cultural & Cooking Class Tour:**

The Hanoi traditional gourmet cooking tour is customized for those who wish to have real experience on how to prepare a “Vietnamese meal”.

- **Hanoi Old Quarter Cyclo Ride & Shopping Tour, Water Puppet Show**

Enjoy a city tour around Hanoi - the capital with a thousand years of culture of Vietnam by Cyclo Ride to explore the rich history of Vietnam.

Beside you could attend a traditional Water Puppet performance - a unique Vietnamese art done by peasants.

**h. Post- Tours Program: a combination of Excursion Tours with Technical Tours (not included in packaged cost)**

- **The World Heritage Phong Nha Ke Bang National Park – Paradise Cave**

## **the longest cave of Asia & Visit the tomb of legendary General Vo Nguyen Giap (2 days 1 night)**

### Technical:

- Introduction of 3D Laser Scanner applying for Cave, Historic Relics
- Satellite Image Ground Station

Phong Nha-Ke Bang National Park is situated in one of the largest areas of contiguous limestone karst in Indochina, which also includes Hin Namno National Protected Area in Laos. The limestone massif is located in a transitional zone between the northern and central Annamite mountains.

The topography of the national park is characterised by precipitous karst ridges, which rise to elevations of around 400 m. Scattered among these ridges are narrow valleys and pockets of igneous rock formations. Because of the limestone topography, drainage is complex and there are few permanent water courses.

Paradise Cave (Thien Duong cave), the largest and most beautiful cave among many was discovered in 2005. With natural primitive features the cave looks like a landscape painting, making it very attractive to visitors. It is located within the Phong Nha - Ke Bang park's conservation area. The cave, 191m above sea level, has the most beautiful and spectacular stalactites. Despite the robust geological tectonic process, the whole of the cave's structure has been preserved intact.

Tomb of Legendary General Vo Nguyen Giap (1911 – 2013): General Vo Nguyen Giap was considered one of the 20th century's most important military commanders.

- **Cat Ba Island & Cam Pha Mines Tour ( 3 days 2 night)**

Technical: Mining Survey, calculating the mineral resources base on the volume of waste output.

Cam Pha Mines: “Cấm Phả” was the site of one of the biggest coal mines in south of Asia which has been exploited for almost a century. The coal mine featured on a special commemorative Vietnam stamp in March 1959. Coal still forms the basis of Cẩm Phả's local economy, with other industries including quarrying, lime production, port, agriculture, forestry and fisheries.

Cat Ba Island is the largest island in the Bay and approximately half of its area is covered by a National Park, which is home to the highly endangered Cat Ba Langur. The island

has a wide variety of natural ecosystems, both marine and terrestrial, leading to incredibly high rates of biodiversity. Types of natural habitats found on Cat Ba Archipelago include limestone karsts, tropical limestone forests, coral reefs, mangrove and sea grass beds, lagoons, beaches, caves, and willow swamp forests.

- **Xuan Thuy National Park (2 days 1 night)**

Technical: threat of sea level rise, climate change.

Xuan Thuy National Park, which plays a major role in preserving the ecological system and developing eco-tourism in the Red River Delta, was declared Vietnam's first Ramsar site in 1989. Located in Giao Thuy District, Nam Dinh Province, the park is over 7,100 hectares, of which 3,100 hectares is mangrove land and 4,000 hectares of mangrove forest.

The site is famous for diverse fauna species. To date, more than 200 bird species have been recorded at Xuan Thuy and it is the most important staging and wintering area for migratory water-birds in the coastal zone of the Red River Delta. It is also home to 110 aquatic plant species, 500 species of benthos and zooplankton with some aquatic species of high economic value, like shrimps, fish, crabs and oysters, are also found in the area. Fish, shrimps and crabs provide the main income of the local community.

- **Moc Chau Highland Tour ( 2 days 1 night)**

Technical: Soil Cracking & Collapse

Moc Chau is all about its surroundings – a mountainous area, famous for its tea hills, limestone karsts, endless plum orchards, corn fields and dairy products... It offers a range of traditional and deep-rooted ethnic cultures, hidden misty valleys surrounded by crenellated karsts and dense forests, small remote villages that appear mysteriously from the fog, stunning panoramic views, ideal trekking and biking routes, and as is so often the case in Vietnam, warm and heartfelt local hospitality.

- **Vietnam World Heritages Road Tour: Hue – Hoi An – My Son Sanctuary Site ( 6 days 5 nights)**

Technical: GNSS/CORS Stations in Danang City, Quang Nam Province.

Hue-Imperial city ranks highly on the “must see” list of most visitors to Vietnam. Recognized by UNESCO with two World Cultural Heritage destinations, namely the Hue

Cultural Heritage Monuments and Hue Court Music. Hue's main attractions are the Imperial Palace, ancient tombs of Vietnam's last great dynasty, and Buddhist pagodas.

Hoi An Ancient Town is an exceptionally well-preserved example of a South-East Asian trading port dating from the 15th to the 19th century. Its buildings and its street plan reflect the influences, both indigenous and foreign, that have combined to produce this unique heritage site.

My Son Sanctuary Site was an imperial city during the Cham dynasty, between the 4th and 12th centuries. My Son Sanctuary is a large complex of religious relics that comprises more than 70 architectural works. They include temples and towers that connect to each other with complicated red brick designs. The main component of the Cham architectural design is the tower, built to reflect the divinity of the king. Although time and the wars have destroyed some towers, the remaining sculptural and architectural remnants still reflect the style and history of the art of the Cham people. Their masterpieces mark a glorious time for the architecture and culture of the Cham, as well as of Southeast Asia.

## PART 3 – MOTIVATION FOR HOSTING



### Local Organizer – THE VIETNAM ASSOCIATION OF GEODESY CARTOGRAPHY AND REMOTE SENSING

The Vietnam Association of Geodesy, Cartography and Remote Sensing (VGCR) is:

- **A social, professional organisation**
  - Under VUSTA (Vietnam Union of Science and Technology Associations)
  - Established on 20<sup>th</sup> December 1989
  - According to the decision No 369 – TC by the Chairman of Ministerial Council (Currently Prime Minister of Republic socialist of Vietnam)
- **A non-governmental organisation** Of Scientists and Technicians specialized in Geodesy, Cartography and Remote Sensing working for Research, Education and Production
- **A full member of:**
  - The Vietnam Union of Scientific Technical Associations (VUSTA)
  - The International Federation of Surveyors (FIG)
  - The International Cartographic Association (ICA)
  - International Society of Photogrammetry & Remote Sensing (ISPRS)
  - The ASEAN Federation of Land Administration and Geomatic (ASEAN FLAG)

### THE OVERALL VISION OF THE ASSOCIATION

- to spread professional knowledge and expertise
- to upgrade competence of its members
- to sensibilise people on the role and contribution of the profession to the socio-economic development and to the guard of the politico-social safety.

### THE ASSOCIATION'S ACTIVITIES INCLUDE:

- To organize professional conference and seminar.
- To promote consultancy and service in surveying, mapping and geomatic
- To inspect, supervise and opponent the surveying, mapping and geomatic content in governmental programme and project.
- To participate to international and regional activities in surveying, mapping and geomatic.

## EVENT ORGANISATION'S EXPERIENCE INCLUDES:

- FIG Meeting
- The 25<sup>th</sup> Asian Conference on Remote Sensing in 2005.
- The 6<sup>th</sup> Commission of ISM (International Society for Mine Survey) Conference on Survey & Mapping for Sustainable Development, March 2007.
- The 7<sup>th</sup> FIG regional Conference 19-22 October 2009, Hanoi.
- The 31<sup>st</sup> Asian Conference on Remote Sensing 1-5 November 2010

## MOTIVE

2019 will be a big festival year of the Vietnamese community of surveyors with **the 60<sup>th</sup> anniversary of Surveying and Mapping Day of Vietnam** (14/12/1959 -14/12/2019) and **the 30<sup>th</sup> birthday of the VGCR** (1989 – 2019). Together with **the 65<sup>th</sup> anniversary of Hanoi's independence** (1954 – 2019), the FIG 2019 will add a great contribution to the festive atmosphere to honour and celebrate this UNESCO's City of Peace.

Hanoi has been the one of the capital cities growing strongly to reach out for friends all over the globe with great potentials as well as time-tested achievements in education, technology, economics and cultures, while reserving its best elegance and richness in history and cultures. We believe FIG 2019 will be a great opportunity for the world to come and join our great celebration.

## OBJECTIVES & OUTCOMES

- To promote and raise profile and increase awareness of the surveying profession both nationally and internationally
- To create the open forum to exchange and share experience from the world's professionals, surveyors & experts in the field.
- To address different issues with the global community, inclusive of but not limited to, land governance, management of natural resources, protection of environment, coping with climate changes, and implementation of millennium development goals.

## SUGGESTED THEME FOR 2019 – “FOR SPATIAL ENABLEMENT OF EACH CITIZEN”

On 28 October 2011, the first high level forum on global spatial data management held in Seoul (from 24 to 26 October, 2011) reached an agreement on Seoul Declaration on global geospatial data management which is regarded as a document supporting

implementation of initiatives of the United Nations to enhance global cooperation in the field of geospatial data management in order to help overcome global challenges.

In the next important event - the International Symposium on Spatially Enabled Government and Society jointly organized by GGIM, PCGIAP, GDSI, FIG in Kuala Lumpur, 15 - 16 February 2012. In this Symposium, an UN Declaration from Kuala Lumpur was adopted, in which the term 'Spatial Enablement of Governments and Societies' to become an universal slogan for development of National Spatial Data Infrastructure (NSDI).

In Vietnam, VGCR has proposed an own concept to the Development Strategy of NSDI for Vietnam that to have 'Spatial Enablement of Governments and Societies' we need to do 'Spatial Enablement of Each Citizen'. It is the idea to form the Theme of Working Week 2017 in Vietnam as 'FOR SPATIAL ENABLEMENT OF EACH CITIZEN'.

## **TECHNICAL PROGRAMME**

The technical program will include a broad professional and scientific program: during 3 consecutive days, offering up to 10 parallel sessions and workshops. This will allow more than 300 presentations in the entire broadness of the surveying profession. The carefully prepared Technical Program will offer both specially invited high profile presentations and papers that are selected through the open call for papers procedure.

FIG Working Week Hanoi 2019 is the main event for all 10 FIG technical commissions and FIG Task Force.

FIG is responsible of the technical programme (planning, collection and editing of the abstracts and full papers and the design of the program)

## **PREPARATORY MEETINGS: SITE VISITS AND OTHER LOGISTICS**

- End of 2016: A site and inspection visit will be expected either jointly or individually by the FIG President and the FIG Manager. All local cost incurred for the visit lasting 2-3 days is to be covered by VGCR.
- Beginning of 2018, 1-2 site and coordination visits by the FIG Manager and FIG Coordinator will be expected. This is a 3 -4 days working visit will be covered by VGCR.
- After the last site check, Venue Floor Plan for Technical Program, Social Program & Exhibition will be finalized between FIG with local host organizer before April

2018 for officially publishing on website and sponsorship advertising.

- Other logistics concerning to FIG Administrative Meetings, ACCO Meetings, Council Meetings, and General Assembly Meetings will be addressed before 2019.

## OUR INITIATIVES

- More Interesting with the combination of Excursion Tour with Technical Tour in our program
- Propose to sign a multilateral memorandum among FIG's members to exchange the education program, student, and researcher for studying, researching & teaching.

## VISIBILITY AND ATTRACTIVENESS

- **Official Website of Event**
  - Website content & sitemap will prepare and finish the key content.
  - Website will embed the functional code for online registration payment, which the security of online transaction is the subject of agreement by FIG
  - Website is also designed for online submit of technical abstract, which can create username & password for interested professionals and experts to submit their abstracts directly to FIG Council.
  - Frequent Updates on Conference's Theme and Introduction of Vietnam Culture & Landscapes to draw more attentions from online visitors.
    - ✓ *Online Call for Paper & Summit*
    - ✓ *Online Registration & Payment*
    - ✓ *Professional Software to manage Delegate's Database*
- **Social Marketing & Publicity Campaign**
  - *Email Marketing*: Monthly E-Newsletter will send out to introduce the Working Week Hanoi 2019 one year before event date.
    - ➔ Expected 12 – 15 Newsletters to introduce, update, new stories & remind the event
  - *Facebook/Twitter Fanpage*: Official Facebook Fanpage of FIG Working Week Hanoi 2019 will gather professionals, especially students and young surveyors, from around the world to discuss, update about upcoming event in Vietnam.

➔ Expected 3,000 followers on Facebook/ Twitter Fanpage

- **Publicity Campaign:**

Before Working Week 2019: Seeding Printed/Online News to top leading media by the organizers to let more audiences know about the Upcoming Event: FIG Working Week Hanoi 2019.

Press Conferences will be organized at least 02 times: before the FIG Working Week's opening, and after the completion of Working Week to give the conclusion & announcement of the success of event.

➔ Expected 60 – 80 Online/Printed/TV News Coverage Reports on FIG Working Week Hanoi.

## **LEGACY**

The success of FIG Working Week 2019 will surely leave a deep footprint in international cooperation of the surveying field. This will be one of the greatest wealth for networking and social contacts as well as for sharing, exchanging and learning from each other the updated knowledge, technology and expertise.

A well-organised event like FIG Working Week 2019 will also boost the prestige and visibility of the host – VGCR. The Vietnamese surveying society, especially students and young surveyors, will definitely enjoy the international supportive environment catered by the event.

## Appendices

### 1. Preliminary Budget

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## ESTIMATION BUDGET FOR FIG WORKING WEEK HANOI, VIETNAM 2019

#### Time:

- o Option 1: 05 – 12 April 2019
- o Option 2: 12 – 19 April 2019
- o Option 3: 19 – 26 April 2019

#### Venue:

#### Total of participants

- o Delegates; Early: 500
- o Delegates; Normal: 250
- o Delegate; Late: 250
- o Free access: 100

#### Currency: Euro

### EXPENDITURE

Description	Detail cost	Quantity	Total
Printed Matters			30,000
Marketing			48,000
Site Visists (Partly sponsored by Hanoi Conventional Budget)			15,000
Conference Venue Rentals (See Appendix 2 for details)			222,535
o Venue Rentals	142,655		
o Conference Equipments	17,880		
o Exhibition ad Booths	50,000		
o Additional Costs	12,000		
Opening Ceremony, Hosted Welcome Reception and Farewell Party (Partly sponsored by Hanoi Conventional Budget)			55,000
Participant's Kit			14,500
Participant's cost (Lunch and coffee break)			41,800
Social Envents			
o Vietnam Traditional Music Concert			22,000
o Foundation Dinner			22,500
o Gala Dinner			55,000
Tours (Transportation Included)			
o Pre-Conference Tour			28,000
o City Tour			3,500
o Technical Post-Conference Tour			90,000
Invited Guests			20,000
Conference Management (Incl. FIG Delegates service)			49,800
Secretariat; Communications			14,500
FIG Foudation Fee			15,000
Virous			6,000
<b>TOTAL COSTS</b>			<b>753,135</b>
VAT (10% ON TOTAL COSTS)			75,314
<b>TOTAL EXPENDITURE</b>			<b>828,449</b>

**INCOME****10 € is included in the fees as FIG Foundation Royalties****Participants ( Full packages)**

o Delegates; Early: 500	500	500	250,000
o Delegates; Normal: 250	250	600	150,000
o Delegate; Late: 250	250	700	175,000
o Free access: 100			

**Sponsor/Advertising/Exhibition income (International sponsors NOT included)****155,000****Social Envents**

o Vietnam Traditional Music Concert	300	70	21,000
o Foundation Dinner	120	70	8,400
o Gala Dinner	400	90	36,000

**Tours (Transportation Included)**

o Pre-Conference Tour			28,000
o City Tour			3,500
o Technical Post-Conference Tour			90,000

**TOTAL INCOME****916,900****SUMMARY****Total Income****916,900****Total Expenditure****828,449****RESULT****88,452**

## 2. Venue Cost Estimation

#	Meeting Description	NCC Room Description	Meeting Days								No. of Days		Cost		
			Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Setup & Dismantling Days	Meeting Days	Price/day	Participants	Total cost
<b>Meeting rooms</b>															
1	<i>General Assembly, Opening Ceremony, Plenary Sessions, Technical Session 1</i>	Main Meeting Hall 4,000m2, up to 3,500 Pax			General Assembly	Opening ceremony, Plenary, Technical Session 1	Plenary, Technical Session 1	Plenary, Technical Session 1	General Assembly			2	5	8,500	59,500
2	<i>Technical Session 2</i>	Room No. 313 490m2; 400Pax			Set up	Technical Session 2	Technical Session 2	Technical Session 2				1	3	2,480	9,920
3	<i>Commission Annual Meeting 1, Technical Session 3</i>	Room No. 309 490m2; 400 Pax,			Commission Annual Meeting 1	Technical Session 3	Technical Session 3	Technical Session 3				1	4	1,850	9,250
4	<i>ACCO Meeting, Commission Annual Meeting 2, Technical Session 4, FIG President Meeting</i>	Room No. 343 490m2; 400 pax		ACCO Meeting	Commission Annual Meeting 2	Technical Session 4	Technical Session 4	Technical Session 4				1	5	1,850	11,100
5	<i>Commission Annual Meeting 3, Technical Session 5</i>	Room No. 347 490m2; 400 Pax			Commission Annual Meeting 3	Technical Session 5	Technical Session 5	Technical Session 5				1	4	1,850	9,250
6	<i>Council Meetings, Commission Meeting Room 1, Commission Annual Meeting 4</i>	Room No. 201 160m2, 150 Pax	Council Meetings		Commission Meeting Room 1, Commission Annual Meeting 4	Commission Meeting Room 1	Commission Meeting Room 1	Commission Meeting Room 1	Commission Meeting Room 1	Council Meetings		1	7	865	6,920
7	<i>Commission Meeting Room 2, Commission Annual Meeting 5</i>	Room no. 202 160m2; 150 Pax			Commission Meeting Room 2, Commission Annual Meeting 5	Commission Meeting Room 2	Commission Meeting Room 2	Commission Meeting Room 2	Commission Meeting Room 2			1	5	865	5,190
8	<i>Commission Meeting Room 3, Commission Annual Meeting 6</i>	Room No. 205 160m2; 150 Pax			Commission Meeting Room 3, Commission Annual Meeting 6	Commission Meeting Room 3	Commission Meeting Room 3	Commission Meeting Room 3	Commission Meeting Room 3			1	5	865	5,190
9	<i>Commission Meeting Room 4, Commission Annual Meeting 7</i>	Room No. 207 160m2; 150 Pax			Commission Meeting Room 4, Commission Annual Meeting 7	Commission Meeting Room 4	Commission Meeting Room 4	Commission Meeting Room 4	Commission Meeting Room 4			1	5	865	5,190
10	<i>Commission Meeting Room 5, Commission Annual Meeting 8</i>	Room 210 160m2; 150 Pax			Commission Meeting Room 5, Commission Annual Meeting 8	Commission Meeting Room 5	Commission Meeting Room 5	Commission Meeting Room 5	Commission Meeting Room 5			1	5	865	5,190
11	<i>Member Association Conference Office</i>	Room No. 212 160m2; 150 Pax	Office	Office	Office	Office	Office	Office	Office			1	7	450	3,600
12	<i>FIG Conference Office</i>	Room No. 212 160m2; 150 Pax	Office	Office	Office	Office	Office	Office	Office			1	7	450	3,600
13	<i>FIG President Meeting Room</i>	Room No. 103		President	President	President	President	President	President				6	450	2,700
14	<i>Commission Annual Meeting 9, Speaker's Room</i>	Room No. 216 160m2; 150 Pax			Commission Annual Meeting 9	Speaker's Room	Speaker's Room	Speaker's Room	Speaker's Room			0	5	865	4,325
15	<i>Commission Annual Meeting 10</i>	Room No. 218 160m2; 150 Pax			Commission Annual Meeting 10							1	1	865	1,730
													<b>Total Cost of Meeting Rooms</b>		<b>142,655</b>

Exhibition															
	<i>Exhibition space</i>			Setup	Setup	Exhibition	Exhibition	Exhibition	Dismantling		2	3	8,000	40,000	
	<i>Exhibition booths</i>				Setup	Exhibition	Exhibition	Exhibition	Dismantling				10,000	10,000	
											<b>Total Cost of Exhibition</b>			<b>50,000</b>	
Registration area															
	<i>Registration area</i>			Registration	Registration	Registration	Registration	Registration	Registration		1	6	0	0	
Conference's Equipment															
	<i>Computers (15 rooms)</i>										1	7	235	1,880	
	<i>Other Equipment (projectors, LCD)</i>										1	7	1,000	8,000	
	<i>Technical support</i>										1	7	1,000	8,000	
											<b>Total Cost of Conference's Equipments</b>			<b>17,880</b>	
F&B for Delegates															
	<i>Participants</i>												38	1,100	41,800
	<i>Additional</i>												38	200	7,600
											<b>Total Cost of Conference's Equipments</b>			<b>41,800</b>	

<b>Total of Venue Rentals (incl. tax &amp; service charge)</b>	<b>142,655</b>
<b>Total of Conference's Equipments (incl. tax &amp; service charge)</b>	<b>17,880</b>
<b>Total of Exhibition (incl. tax &amp; service charge)</b>	<b>50,000</b>
<b>Total of F&amp;B for participants (incl. tax &amp; service charge)</b>	<b>41,800</b>

