World e-Parliament Conference 2014
Lessons learned and future horizons
8-10 May 2014
Co-organized by the Inter-Parliamentary Union and the
National Assembly of the Republic of Korea

Inter-Parliamentary Union
For democracy. For everyone.

THE NATIONAL ASSEMBLY OF
THE REPUBLIC OF KOREA

ADDITIONAL PRACTICAL INFORMATION
25 April 2014

PUBLIC TRANSPORTATION

■ Transportation between the airport and hotels

Limousine buses run between the airport and official conference hotels as follows:

#	Hotel Name	Limousine Bus Number	Boarding Point at the Airport	Departing Point	Bus Interval	Fee
1	Conrad Seoul	6030	1st Floor 6B, 13A	IFC Seoul · Conrad Seoul	20~25 mins	15,000 won
2	Sheraton Seoul D Cube City Hotel	6018	1st Floor 6B, 13A	Sheraton Seoul D Cube City Hotel	40~50 mins	15,000 won
3	LOTTE HOTEL SEOUL	6701	1st Floor 4B, 11A	LOTTE HOTEL SEOUL	20~30 mins	16,000 won
4	Courtyard by Marriott Seoul Times Square	6008	1st Floor 6A, 12B	Shinsegae Department Store (Courtyard by Marriott)	15~20 mins	9,000 won
5	LOTTE CITY HOTEL MAPO	6015	1st Floor 5B, 12A	LOTTE CITY HOTEL MAPO (Gongduk Subway Station)	20~35 mins	10,000 won
6	Marriott Executive Apartments	6030	1st Floor 6B, 13A	Yeouido Korea Exchange	20~25 mins	15,000 won
7	Lexington Hotel	6030	1st Floor 6B, 13A	Lexington Hotel	20~25 mins	15,000 won
8	Yoido Hotel	6030	1st Floor 6B, 13A	Lexington Hotel	20~25 mins	15,000 won
9	Hotel M	6030	1st Floor 6B, 13A	Lexington Hotel	20~25 mins	15,000 won

10	Hotel Kobos	6030	1st Floor 6B, 13A	Lexington Hotel	20~25 mins	15,000 won
11	Hotel Together	6030	1st Floor 6B, 13A	Lexington Hotel	20~25 mins	15,000 won
12	Hotel Benhur	6030	1st Floor 6B, 13A	Lexington Hotel	20~25 mins	15,000 won

Information on buses, trains, taxis, and other public transportation is available on the To & From Airport menu of the Incheon International Airport website (http://www.airport.kr/airport/traffic/bus/busList.iia?flag=E).

TRANSPORTATION PROVIDED BY THE NATIONAL ASSEMBLY

■ Shuttle services between the hotels and the National Assembly

1. Shuttle routes

• Area 1: Yeouido (Shuttle 1, Shuttle 2)

1) Morning

Yoido Hotel → Lexington Hotel → Hotel Cobos / Hotel Benhur → Hotel M → Hotel Together → National Assembly

2) Afternoon

National Assembly → Hotel Together → Hotel M → Hotel Cobos / Hotel Benhur → Lexington Hotel → Yoido Hotel

• Area 2: Yeongdeungpo-gu (Shuttle 3, Shuttle 4)

1) Morning

Sheraton Seoul D Cube City Hotel → Courtyard by Marriott → Marriott Executive Apartments → National Assembly

2) Afternoon

National Assembly → Marriott Executive Apartments → Courtyard by Marriott → Sheraton Seoul D Cube City Hotel

• Area 3: Mapo-gu (Shuttle 5, Shuttle 6)

1) Morning

Lotte City Hotel Mapo → Conrad Seoul → National Assembly

2) Afternoon

National Assembly → Conrad Seoul → Lotte City Hotel Mapo

2. Transport plan

- Morning

Shuttles will run four times in the morning, 10 minutes apart, for Area 1 (Yeouido) and twice in the morning, 20 minutes apart, for Areas 2 (Yeongdeungpo-gu) and 3 (Mapo-gu).

- Afternoon

Two shuttles to each area will depart 30 minutes after the conference. (On May 8, they will depart after the Welcome Reception.)

※ Please be at the pickup point 5 minutes before the scheduled departure time.

※ The above plans are subject to change. Further details including pickup and drop-off points and shuttle schedules will be available at the Airport Information Desk and hotel front desks.

■ Electric coach service hours and stops

There will be two electric coaches to help transport participants during lunch time.

- Operation dates: Thursday, 8 May – Saturday, 10 May (3 days)

- Operation hours: 13:00 – 14:30

- Pickup/drop-off point: Entrance of the conference venue (Main Building of the National Assembly) ↔ Main gate of the National Assembly

■ Parking

On-site parking is available at the parking lot in front of the Mini Mall (see the picture below). To use the parking space, please send your name, country, and vehicle number to dongwaniii@assembly.go.kr no later than Friday, 2 May. Once the request has been received, a car badge will be issued and sent via e-mail for you to print and display it on the windscreen of your vehicle.

For those participants who fail to submit their parking badge requests before the deadline, badges will also be available upon request at the Airport Information Desk and the National Assembly registration desk.

EVENTS

■ Welcome Reception and Meals

All participants are invited to attend the Welcome Reception, which will be hosted by H.E. Kang Chang-Hee, Speaker of the National Assembly of the Republic of Korea, at 6:30 PM on 8 May, 2014. Participants are responsible for their own meal expenses other than the official reception.

- Date: Thursday, 8 May
- Time: 18:30 – 20:00
- Venue: National Assembly Library

■ National Assembly Library tour

The World e-Parliament Conference 2014 offers two tours of the National Assembly Library on Friday, 9 May. The participants who want to take part are requested to submit a completed registration form to the National Assembly Secretariat no later than 17:00 on Thursday, 8 May. Please note that each tour can accommodate up to 20 people and you may not be accepted if there is not enough available space for the requested tour.

- Date: Friday, 9 May
- Time: 10:00 (First tour), 15:00 (Second tour)
- Space: 20 people per tour
- Registration: On-site submission no later than 17:00 on Thursday, 8 May

FACILITIES

■ Airport Information Desk

A dedicated Airport Information Desk for the World e-Parliament Conference 2014 will be at your service at the Passenger Terminal of Incheon International Airport. The Information Desk can provide information about the conference schedule, transportation, on-site parking, and other details of the conference and the host country.

- Location: Counter 44, 1st Fl., Passenger Terminal (center of the terminal; between Gates 8 and 9), Incheon International Airport
- Operation dates: Wednesday, 7 May – Thursday, 8 May (2 days)
- Operation hours: 07:00 – 20:00 Wednesday, 7 May
                               09:00 – 18:00 Thursday, 8 May

Counter #44
(between Gate 8 and 9)
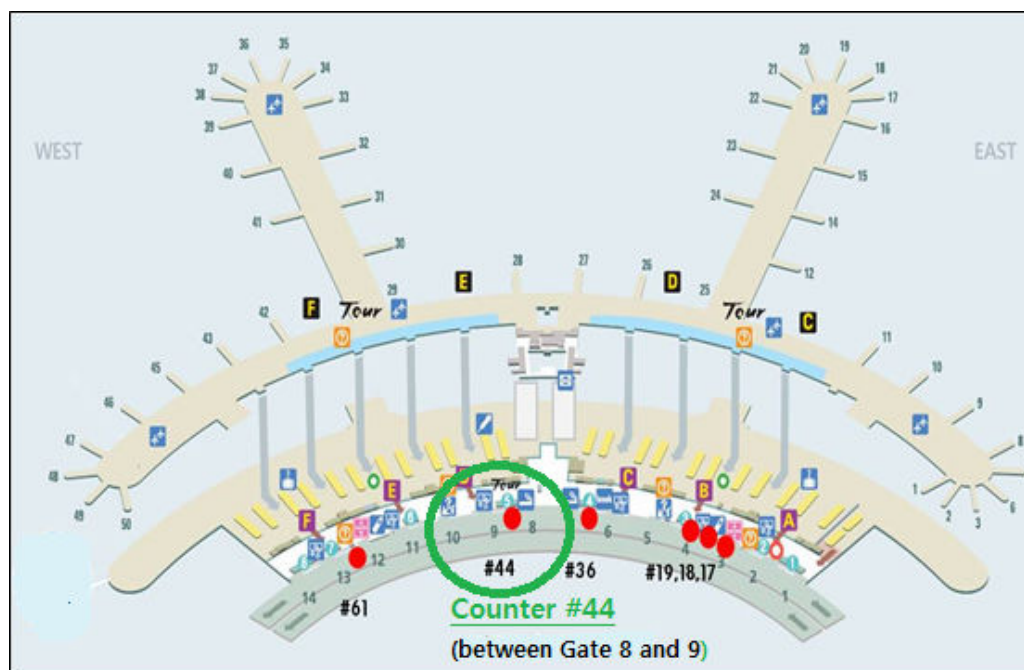
■ Registration Desk

Pre-registered participants are requested to visit the Registration Desk at the Entrance of the Main Building of the National Assembly to collect their conference badges and folders. Please make sure to bring a valid photo ID.

Participants who wish to register on-site are asked to visit the Registration Desk with a valid passport. A conference badge will be distributed on-site once your registration has been accepted.

Only participants wearing their conference badge are allowed access to the Main Building of the National Assembly and official programs. All participants are requested to wear their conference badge at all times during their stay at the National Assembly for security and identification purposes.

- Location: Entrance of the Main Building of the National Assembly

- Operation dates: Thursday, 8 May – Saturday, 10 May (3 days)

- Operation hours: 08:00 – 19:00

■ National Assembly Secretariat

The National Assembly Secretariat for the World e-Parliament Conference 2014 will be stationed near the main meeting venue.

- Location: Suite 316, 3rd Fl., Main Building of the National Assembly

- Operation dates: Thursday, 8 May – Saturday, 10 May (3 days)

- Operation hours: 08:00 – 19:00

■ Business Center

A business center equipped with two PCs and a printer will be provided for the convenience of the participants. Wireless network service is available at the main meeting venue for participants carrying laptops, iPads, smart phones, and other WiFi-enabled devices.

■ Meeting Rooms

A meeting room will be set up in Suites 330 and 332 of the Main Building of the National Assembly for meetings among participants. Please reserve a room on the day of the conference at the National Assembly Secretariat in order to use it.

■ Restaurant

The National Assembly Restaurant is close to the main meeting venue and will be open for participants who would like to eat on-site.

- Location: Suite 317-1, 3rd Fl., Main Building of the National Assembly
- Operation dates: Thursday, 8 May – Saturday, 10 May (3 days)
- Operation hours: 08:00 – 19:00
- Menu: Two western-style dishes and a Korean dish
- Price: Between 8,000 won and 10,000 won
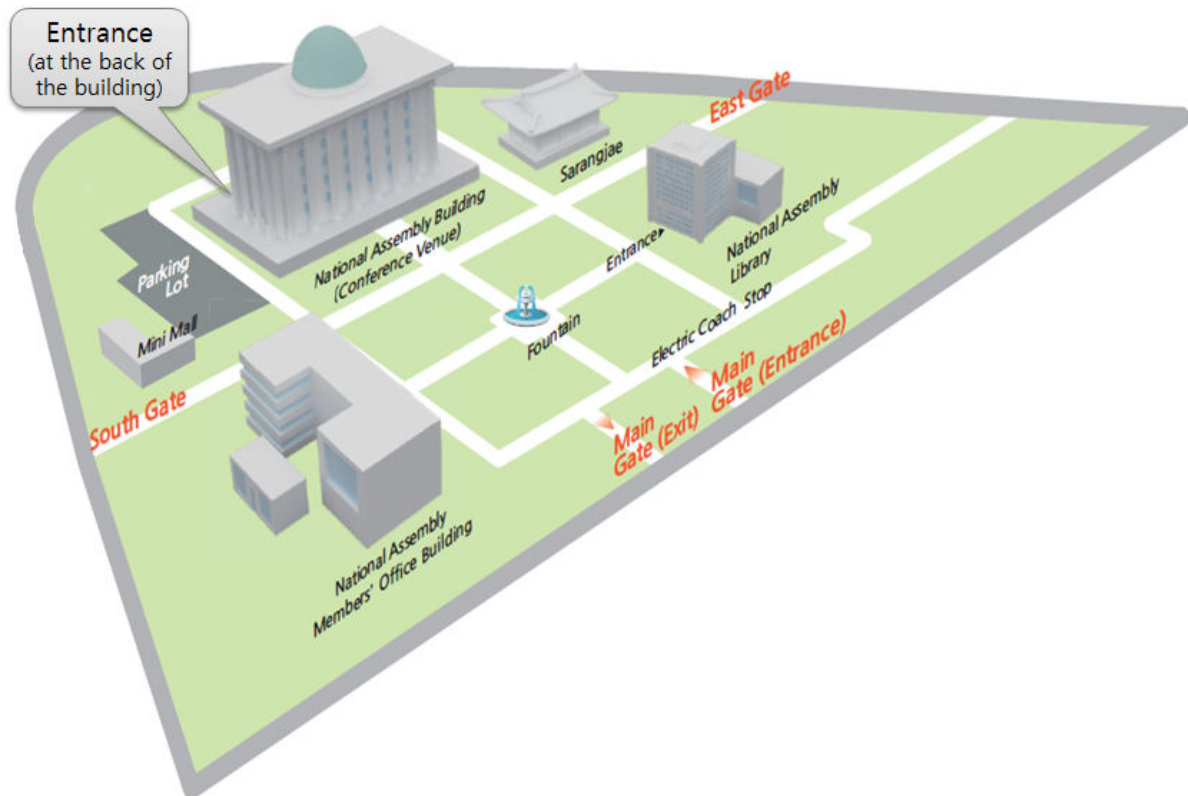
■ Mini Mall

A three-minute walk from the Main Building of the National Assembly to the left, the Mini Mall has a supermarket, bookstore, bakery, pharmacy, and other amenities.

- Location: See the National Assembly map
- Operation dates: Thursday, 8 May – Friday, 9 May (2 days)
- Operation hours: 09:00 – 18:00
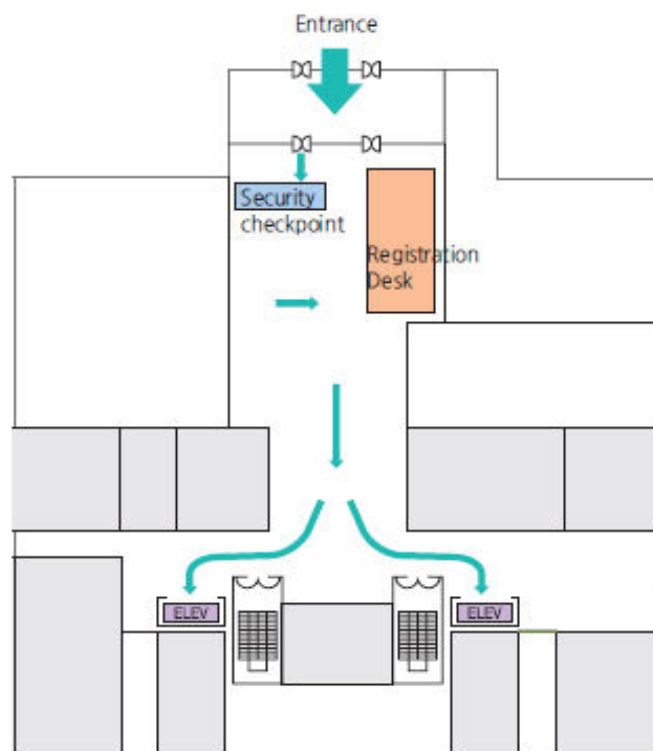
MAPS

■ View of the National Assembly

■ 1st Floor of the Main Building of the National Assembly

1F - Registration Desk
1F National Assembly Main Building
• Open hours : May 8 - 10, 2014   8:00 - 19:00

Color	Location
	Registration Desk
	Security checkpoint

■ 1st Floor of the Main Building of the National Assembly

■ 3rd Floor of the Main Building of the National Assembly

3F

- National Assembly Secretariat
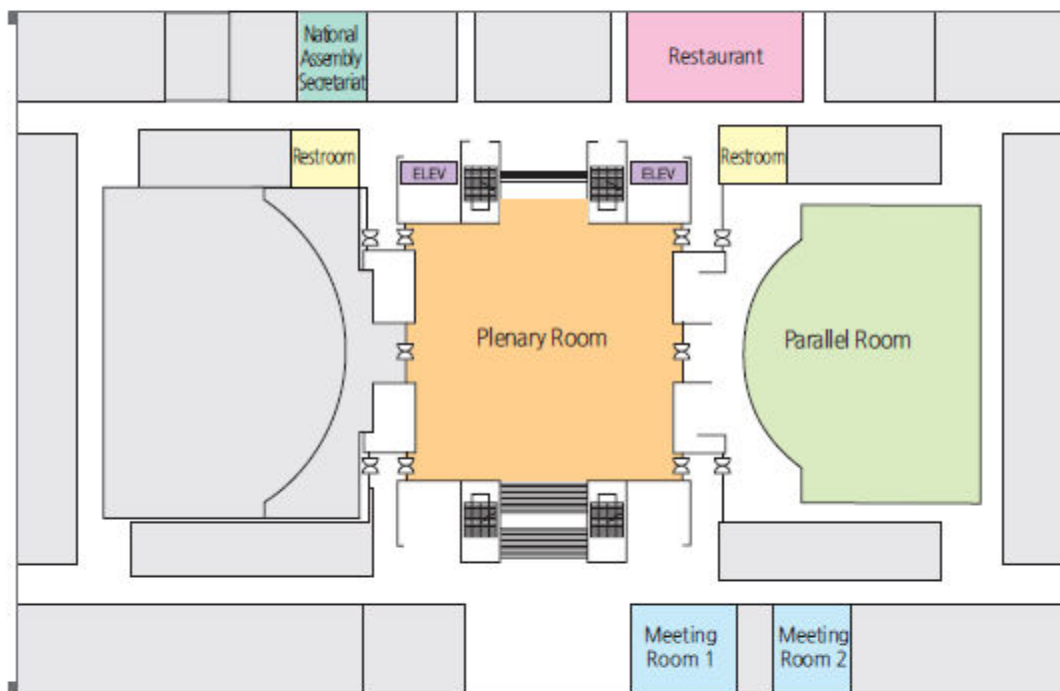 Rm# 316 , 3F National Assembly Main Building
  • Open hours : May 8 - 10, 2014   8:00 - 19:00

- Meeting Room 1
  Rm# 332

- Meeting Room 2
  Rm# 330

Color	Location
	National Assembly Secretariat
	Restaurant
	Restroom

Color	Location
	Plenary Room
	Parallel Room
	Meeting Room 1, 2

INFORMATION ON KOREA

■ Climate

Seoul is generally warm and pleasant in May. The average daily temperature is 18.2°C(64.7°F), reaching as high as 23.6°C(74.4°F) and as low as 13.7°C(56.7°F). The average precipitation is 102.2mm, and it rains for an average of eight days.

■ Currency

The denomination of the Korean Won is in coins of 10, 50, 100, 500 won and bills of 1,000, 5,000, 10,000 and 50,000 won.

The exchange rate is 1USD=approx. 1,054KRW (As of April 8, 2014).

Most currencies can be exchanged into Korean Won in major hotels, exchange booths, and banks. For your information, a bank is located on 1F of the Main Building of the National Assembly.

Travelers' checks and major credit cards are accepted in most hotels and stores.

ATMs are installed in all official hotels and at the Main Building.

■ Power

The power voltage is AC220V/60Hz, and two in-line holed sockets and two round-pinned plugs are used. Please inquire at the hotel concierge to rent or purchase adapters. Adapters can also be easily purchased at convenient stores.

■ Local Time

The standard time for Korea is UTC/GMT+9.

■ Non-smoking Policy

 Please be informed that the main meeting venue, dining rooms and in-door event venues of the World e-Parliament Conference 2014 are all non-smoking.

■ Telephone

The country code for Korea is '82' and the area code for Seoul is '02'.

When making an international call from Korea, please press'001', '002' or '00700' prior to the country code and telephone number.

■ Important Phone Numbers

- Inter-Parliamentary Conference Division (National Assembly of the Republic of Korea): 02) 788-2978

- In case of fire or emergency: 119

- Police: 112

- Dasan call center (information on tourism and transportation): 120

- Free interpretation services: 1588-5644