



MINISTRY OF PLANNING AND INVESTMENT
CENTRAL INSTITUTE FOR ECONOMIC MANAGEMENT



ADMINISTRATIVE CIRCULAR

ASEM SEMINAR ON
OVERCOMING THE ECONOMIC AND FINANCIAL CRISIS
SHAPING SUSTAINABLE DEVELOPMENT IN THE NEW CONTEXT

Nha Trang, April 26 - 27, 2010

1. DATE AND VENUE OF THE MEETING

The ASEM Seminar on “Overcoming the Economic and Financial Crisis – Shaping Sustainable Development in the New Context” will take place on April 26-27, 2010 in Nha Trang City, Khanh Hoa Province, Vietnam.

SUNRISE NHATRANG Hotel

Address: 12-14 Tran Phu Str., Nha Trang City, Khanh Hoa Province, Vietnam

Tel: (+84 – 58) 3820 999

Fax: (+84 – 58) 3822 866

Website: www.sunrisenhatrang.com.vn

2. TENTATIVE AGENDA

Please refer the attached.

3. REGISTRATION

All delegates are kindly requested to send the completed Registration Form (attached) no later than: **March 15th, 2010** to:

Seminar Secretariat

Department for Macroeconomic Policy and Integration Study

Central Institute for Economic Management

Ministry of Planning and Investment

Address: 68 Phan Dinh Phung Str., Ba Dinh, Hanoi, Vietnam

Email: thuhang.1308@gmail.com ; or

hienminh.ciem@gmail.com ; or

long76@gmail.com

Fax: (+84 - 4) 38456795

Identification badges and seminar documents will be delivered at the Registration Desk at the Venue of the Seminar.

4. ACCOMMODATION

SUNRISE NHATRANG Hotel where the meeting is held is recommended for delegates.

To avoid any inconvenience with traffic jam in rush hours, delegates are advised to stay in the following hotels which are located around the venue of the Seminar as the followings:

YASAKA SAIGON NHATRANG RESORT Hotel

Add.: 18 Tran Phu Str., Nha Trang City, Khanh Hoa Province, Vietnam

Tel: (+84 – 58) 3820 090

Fax: (+84 – 58) 3820 000 or 3828 656

Website: www.yasanhatrang.com

Email: sg-nthotel@dng.vnn.vn

NHATRANG LODGE Hotel

Add.: 42 Tran Phu Str., Nha Trang City, Khanh Hoa Province, Vietnam

Tel: (+84 – 58) 3521 500 or 3521 900

Fax: (+84 – 58) 3521 800 or 3522 922

Website: www.nhatrangelodge.com

ANA MANDARA Hotel

Add.: Beachside, 86 Tran Phu Str., Nha Trang City, Khanh Hoa Province, Vietnam

Tel: (+84 – 58) 3829 829

Fax: (+84 - 58) 3829 629

Delegates are requested to make accommodation reservation. Bookings and payment should be made directly with the hotel. Delegates will be responsible for all individual costs incurred during their stay.

Tour services are provided by hotels to discover beautiful islands, wild beaches or visit the countryside of Nha Trang with wonderful activities like scuba diving to watch diverse coral reefs and colourful fishes; and enjoying excellent seafood on board, climbing mountains, marine sports activities (windsurf, catamaran, pedal boat, jet-ski, water ski, parasailing, kites...).

5. TRANSPORTATION

There will be chartered bus from Cam Ranh International Airport to Hotel by the Organization Board. Delegates are therefore kindly requested to timely inform their flight details. A Reception Desk at Cam Ranh International Airport will provide assistance for delegates..

Airport taxi is also available. The distance from Cam Ranh International Airport to central Nha Trang City is about 35 km, taxi fare is about 18 USD.

6. PASSPORT AND VISAs

Please contact the nearest Vietnamese Embassy in their respective country for information of visa requirements.

7. WORKING LANGUAGE

The working language of the meeting is English.

8. MEALS

Delegates are invited to a welcoming dinner hosted by The Ministry of Planning and Investment of Vietnam on April 26th, 2010.

9. TELECOMMUNICATIONS

In addition to regular telephone service, other popular service providers, namely Vinaphone, Mobifone, Viettel and Evntelecom, provide mobile telephone service in Vietnam. Should you wish to bring mobile phone, please be informed that IDD and mobile prepaid phone cards, varying from the denomination of VND 50,000 (03 USD) to VND 500,000 (30 USD), can be purchased easily at any post offices, authorized distributors and shops in the city.

10. LIABILITY

The Organisers shall not be liable for personal accidents and losses, or damage to personal property of the registered delegates in the meeting. Delegates should make their own arrangements with respect to personal insurance.

11. SECURITY

All necessary measures will be taken to ensure the safety of delegates. Delegates are requested to wear their identification badges at all times to gain admittance to the meeting venues, meals and other functions and might be requested to pass through a security gate.

12. CONTACTS

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