



# ASIAN MINISTERIAL CONFERENCE ON DISASTER RISK REDUCTION

03-06 JULY 2018  
ULAANBAATAR, MONGOLIA

PREVENTING DISASTER RISK  
PROTECTING SUSTAINABLE DEVELOPMENT





# CONFERENCE HANDBOOK

ASIAN MINISTERIAL CONFERENCE ON  
DISASTER RISK REDUCTION  
3-6 JULY 2018, ULAANBAATAR

# Contents

<b>1. PROGRAMME AT A GLANCE .....</b>	<b>1</b>
<b>3. PROGRAMME AND VENUES .....</b>	<b>4</b>
3.1 Opening Ceremony .....	4
3.2 Official Statements .....	4
3.3 Asian Leaders Meeting (By invitation only) .....	5
3.4 Technical Sessions .....	5
3.4.1 Strengthening Disaster Risk Governance to Manage Disaster Risk .....	5
3.4.2 Coherence Across the 2030 Agenda for Sustainable Development .....	6
3.4.3 Sendai Framework Monitoring .....	6
3.4.4 Investing in DRR for Resilience .....	6
3.4.5 Understanding Disaster Risk .....	6
3.4.6 Preparedness for DRR and “Build Back Better” .....	6
3.5 Featured Events .....	7
3.5.1 Strengthening Disaster Resilient Infrastructure and Urban Resilience .....	7
3.5.2 Increasing Public-Private Partnership and Investment for DRR .....	7
3.6 Thematic Events .....	7
3.6.1 Private Sector Interventions .....	8
3.6.2 Social Protection and Vulnerability Reduction .....	8
3.6.3 Gender and Inclusiveness .....	8
3.6.4 Community/local action for resilience .....	8
3.6.5 Ecosystems-based DRR .....	8
3.6.6 Early Warning-Early Action .....	8
3.6.7 Technology and Innovations .....	9
3.7 Special Event: World Tsunami Awareness Day .....	9
3.8 Summary Plenary .....	9
3.9 Closing Ceremony .....	9
3.10 Public Forum .....	9
3.10.1 Side Events .....	9
3.10.2 Ignite Stage .....	9
3.10.3 Market Place .....	10
3.11 Asia Video Contest .....	10
3.12 Pre-Conference Events .....	10
3.13 Stakeholder Consultations .....	11
3.14 Bilateral Meetings .....	11
3.15 Cultural Event - Besreg Naadam .....	11
3.16 Conference Venue Indoor Maps .....	12
<b>4. PARTICIPATION .....</b>	<b>14</b>
4.1 Conference Website .....	14
4.2 Registration .....	14
4.3 Working Language and Interpretation .....	15
4.4 Information on Accessibility and Specific Needs .....	15
4.5 Issuance of Delegate Passes .....	16
<b>5. OFFICIAL DOCUMENTS .....</b>	<b>17</b>
Distribution of Official Documents .....	17
<b>6. MEDIA FACILITATION .....</b>	<b>17</b>
<b>7. MEDICAL FACILITIES .....</b>	<b>17</b>

<b>8. EMERGENCY HOTLINE.....</b>	<b>18</b>
<b>9. CONFERENCE SECRETARIAT .....</b>	<b>18</b>
<b>10. TRAVEL ARRANGEMENTS.....</b>	<b>18</b>
10.1 Travel to Mongolia .....	18
10.2 Local Transportation .....	19
10.2.1 Airport Pick-up and Transfers .....	19
10.2.2 Transportation between Conference Venues .....	20
10.3 Visa and Immigration .....	20
10.3.1 Required Documents for Visa on Arrival.....	20
10.3.2 Travel Insurance .....	20
10.4 Vaccinations .....	21
10.5 Currency Exchange and Banking Services.....	21
<b>11. ACCOMMODATION .....</b>	<b>22</b>
11.1 Hotel reservation.....	22
<b>12. COUNTRY INFORMATION.....</b>	<b>23</b>
12.1 Overview of Mongolia .....	23
12.2 Introduction to Ulaanbaatar city .....	23
12.3 Sukhbaatar Square and State Palace .....	23
12.4 Language .....	25
12.5 Dietary Requirements .....	25
12.6 Time Zone.....	25
12.7 Electricity .....	25
12.8 Safety and Security.....	25
12.9 Weather .....	25
12.10 Traffic Rules.....	26
<b>13. FOOD FACILITIES.....</b>	<b>27</b>
<b>14. INFORMATION DESK .....</b>	<b>29</b>
<b>15. SIM CARDS FOR MOBILE PHONES.....</b>	<b>29</b>
<b>16. KEY CONTACTS IN THE SECRETARIAT .....</b>	<b>29</b>

## Introduction

The Sendai Framework for Disaster Risk Reduction 2015-2030 recognises the Global and Regional Platforms for Disaster Risk Reduction as key mediums for its implementation, building on the pivotal role that they have played in supporting the implementation of the Hyogo Framework for Action.

The biennial Asian Ministerial Conference on Disaster Risk Reduction (AMCDRR), has established itself as an important vehicle to address global and regional disaster challenges. It provides an opportunity to address these challenges and explore new opportunities through cross-border leadership and solutions that can benefit the people and the countries of the region.

The conference, true to the multi-stakeholder spirit of the Sendai Framework, enables governments and stakeholders to exchange experiences on successful practices and innovative approaches to prevent, reduce and manage disaster risk. This results in forward looking action plans developed through a collaborative process to advance disaster risk reduction implementation.

The AMCDRR 2018 provides a unique platform for governments and stakeholders to build on past progress and limit current and future threats to development by prioritizing stronger disaster risk management by all sectors and at all levels.

The AMCDRR 2018 is co-organized by the Government of Mongolia and UNISDR from 3-6 July 2018 in Ulaanbaatar, the capital of Mongolia. The Conference comes at a critical moment for regional efforts in the prevention, reduction and management of disaster risk and presents key strategic opportunities:

- The conference represents a key milestone for reflection three years into the implementation of the Sendai Framework. It enables governments and stakeholders to review progress made against the commitments at the AMCDRR 2016 through the New Delhi Declaration, the Asia Regional Plan, and ten stakeholder voluntary action statements.
- The AMCDRR 2018 takes place 18 months after the UN General Assembly adopted a set of indicators to monitor progress against the seven targets of the Sendai Framework. Countries are now preparing for their first cycle of reporting for the Sendai Monitor, which will identify initial achievement in preventing and reducing disaster risk as well as gaps that require attention.
- The AMCDRR 2018 provides a unique forum to accelerate action to develop national and local strategies on disaster risk reduction, thereby achieving target (e), the most immediate deadline of the Sendai Framework.

The theme of the AMCDRR 2018 '*Preventing Disaster Risk: Protecting Sustainable Development*' reflects the essence of the Sendai Framework. Development that does not take risk into account, cannot be sustainable. Thus, disaster risk reduction is critical to achieving the Sustainable Development Goals, as highlighted in the 2030 Agenda for Sustainable Development.

The theme of the AMCDRR 2018 is aligned with the theme of the 2018 High-level Political Forum on Sustainable Development that focuses on 'Transformation towards sustainable and resilient societies'.

The AMCDRR 2018 will result in the following key outcomes:

- i. Ulaanbaatar Declaration
- ii. 2018-2020 Action Plan [Key focus area: Target (e) – National and Local Disaster Risk Reduction Strategies]
- iii. Voluntary Commitments and Updates by Stakeholders

## 1. PROGRAMME AT A GLANCE

Mon, 2 Jul	Tue, 3 Jul	Wed, 4 Jul				Thu, 5 Jul				Fri, 6 Jul						
Registration [Shangri La Hotel]																
08:00 - 17:00	08:00 - 17:00	08:00 - 17:00					08:00 - 17:00				08:00 - 10:00					
Pre-Conference Events (09:00 - 17:00) BWP Tuushin Hotel	Stakeholder Consultations (09:00 - 13:00) BWP Tuushin Hotel	Ministerial Statements (09:00 - 12:00) Ballroom 2 & 3	Thematic Event DRR in Action Private sector interventions (09:00 - 10:30) Ballroom 1		Ignite Stage and Market Place09:00 - 17:00 Sukhbaatar Square	Side Events 09:00 - 17:00 BWP Tuushin	Featured Event Strengthening disaster resilient infrastructure and urban resilience (09:00 - 11:00) Ballroom 2 & 3		Official Statements (Other Delegations) (09:00 - 12:00) Ballroom 1	Ignite Stage and Market Place09:00 - 17:00 Sukhbaatar Square	Side Events 09:00 - 17:00 BWP Tuushin	Summary Plenary Session Presentation of Draft Outcome Documents (Including Stakeholder Commitments) (09:00 - 10:30) Ballroom 2 & 3				
			Thematic Event DRR in Action Social protection & vulnerability reduction (10:45 - 12:15) Ballroom 1				Technical Session Investing in DRR (11:15 - 12:45) Ballroom 2 & 3					Closing Ceremony Award of Video Contest Adoption of Declaration and Outcome Documents (10:30 - 12:00) Ballroom 2 & 3				
		Technical Session DRR Governance (12:30 - 14:00) Ballroom 2 & 3		Thematic Event DRR in Action Gender & Inclusiveness (12:30 - 14:00) Ballroom 1			Featured Event Increasing public-private partnership and investment for DRR (13:00 - 15:00) Ballroom 2 & 3		Thematic Event DRR in Action Ecosystems-based DRR (12:30 - 14:00) Ballroom 1			Press Conference (Closed) 12:30 - 13:30				
		Thematic Event DRR in Action Community / local action for resilience (14:15 - 16:15) Ballroom 2 & 3		Asian Leaders Meeting By invitation only (14:15 - 16:15) London Room			Technical Session Understanding Risk (15:15 - 16:45) Ballroom 2 & 3		Thematic Event DRR in Action Early Warning & Early Action (14:30 - 16:00) Ballroom 1			Besreg Naadam Festival Cultural Event 14:00 - 18:00 Chinggis Khaani Khuree Camp  [Buses will leave from Shangri La from 12:00 - 13:00]				
		Technical Session Coherence (16:30 - 18:00) Ballroom 2 & 3		Special Event World Tsunami Awareness Day (14:30 - 16:00) Ballroom 1			Technical Session Preparedness and Build-back-better (17:00 - 18:30) Ballroom 2 & 3		Thematic Event DRR in Action Technology & Innovations (16:30 - 18:00) Ballroom 1							
	Opening Ceremony (16:00-18:00) State Palace	Cultural Events	Official Reception By invitation only (19:00 - 21:00) Asem Villa													
																Press Conference (Closed)
	Pre-Conference Events						Ministerial and High-Level Events							Thematic Events		
	Ceremonies						Featured Events							Public Forum		



## 2. CONFERENCE VENUE

The Conference events and sessions will be held across four venues located in the centre of Ulaanbaatar City, as follows:

- Shangri-La Hotel (main Conference venue)

- Registration
- Ministerial Statements
- Asian Leaders Meeting
- Official Statements
- Featured Events
- Technical Sessions
- Thematic Events
- Summary Plenary Session
- Closing Ceremony

Shangri-La Hotel address: 19 Olympic Street, Sukhbaatar district-1, Ulaanbaatar 14241, Mongolia

- Opening Ceremony

- State Palace (situated on the north side of Sukhbaatar Square)

- Sukhbaatar Square

- Ignite Stage
- Market Place

Sukhbaatar Square address: Prime Minister Amar's Street 15, Sukhbaatar District Ulaanbaatar, Mongolia

- Best Western Premier Tuushin Hotel

- Pre-conference Events
- Stakeholder Consultations
- Side Events

BWP Tuushin address: Prime Minister Amar's Street 15, Sukhbaatar District Ulaanbaatar, Mongolia

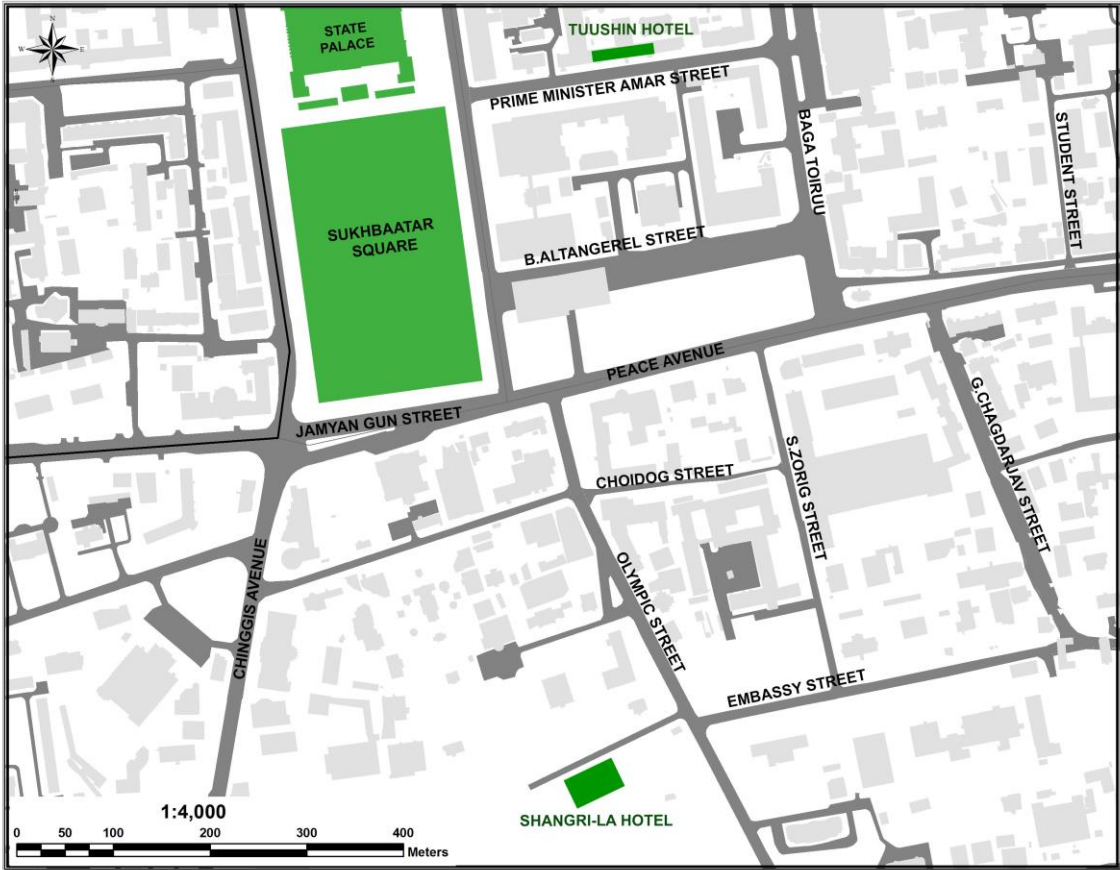
- Chinggis Khaani Khuree Camp

- Cultural Event: "Besreg Naadam"

Chinggis Khaani Khuree address: Jargalantyn Am, Khan-Uul District Ulaanbaatar, Mongolia  
25 km from the conference main venue



**Locations of the State Palace, Sukhbaatar Square, Best Western Premier Tuushin Hotel and Shangri-La Hotel**



### 3. PROGRAMME AND VENUES

Please refer to the concept note and detailed programme on the conference website:

[www.unisdr.org/amcdrr2018](http://www.unisdr.org/amcdrr2018)

Participants are requested to bear in mind that the programme may be updated closer to the date of the Conference, and therefore they are encouraged to check the latest version on the AMCDRR 2018 website.

#### 3.1 Opening Ceremony

At the Opening Ceremony, welcome remarks will be presented by high-level delegates representing the Government of Mongolia and the United Nations. **The Opening Ceremony will be held in the State Palace, at the Grand Hall, on 3 July (16:00-18:00), followed by a cultural programme. After this, a Press Conference will be held in the State Palace.**

#### 3.2 Official Statements

**Ministerial Statements:** Ministerial sessions consist of Ministers in charge of disaster risk management, Heads of Delegation of Member States and senior representatives of other organizations with observer status at the UN General Assembly. A ministerial representative from the host government will chair and UNISDR will facilitate the session. The Chair will also function as facilitators and summarize the key concerns and recommendations to be shared at plenary sessions. Each speaker will be allocated five minutes to deliver their statements, and the speaking order will be arranged alphabetically followed by seniority and organizational representation.

Member States, intergovernmental and other organisations are requested to submit requests for official statements to [gp-statements@un.org](mailto:gp-statements@un.org), copying the Conference Secretariat ([amcdrr2018@nema.gov.mn](mailto:amcdrr2018@nema.gov.mn) and [isdr-bkk@un.org](mailto:isdr-bkk@un.org)) at the earliest possible, and no later than **15 June 2018**. Please indicate <Statement: Name of Country/ Organization> in the subject line.

Registrants are also requested to send a copy of the official statements before the conference. Allocated duration of the statements is **five minutes**. The Conference Secretariat will inform the registered organizations of the speaking order and schedule.

Event name	Date	Time	Room allocation
Statements (Ministerial)	4 July 2018	09:00-12:00	Ballroom 2 & 3, Shangri-La
Statements (Other Organisations)	5 July 2018	09:00-12:00	Ballroom 1, Shangri-La

**Stakeholder Commitments:** The representatives of stakeholder groups will issue their statements of action and commitments at the summary plenary session on 06 July that will form a key outcome of the conference.

The Sendai Framework highlights that disaster risk reduction is a shared responsibility between Governments and stakeholders. The multi-stakeholder nature of the AMCDRR has been acknowledged as a critical driver of the fruitful deliberations, and for the effective implementation of the Sendai Framework. Stakeholder groups participating in the AMCDRR have the opportunity to review their commitments issued at the AMCDRR-2016 and renew and issue commitments in the form of Statements of Action. To facilitate this, parallel stakeholder consultations are convened on the 3 July 2018 at the Best Western Premier Tuushin Hotel. Stakeholder participants can join a consultation and firm up their stakeholder commitments.

The stakeholder groups will deliver their Statements of Action at the Closing Plenary Session on 6 July 2018, that forms the third outcome of the AMCDRR 2018.

Event name	Date	Time	Room allocation
Stakeholder Commitments	6 July 2018	10:30-12:00	Ballroom 1, 2 & 3, Shangri-La

### 3.3 Asian Leaders Meeting *(By invitation only)*

Co-Chaired by the Deputy Prime Minister of Mongolia and the UN Special Representative of the Secretary-General for Disaster Risk Reduction, the Asian Leaders Meeting is a high-level forum of political leadership from the region that discusses and sets the future policy direction of disaster risk reduction in the region. It brings together Ministers from the countries that have hosted a previous AMCDRR and the past and forthcoming World Conference/Global Platform. The meeting covers the state of disaster risk management in the region, outlining achievements and challenges recommend key policy direction to guide future implementation and agree on key areas for investment in DRR. Please note that this meeting is by invitation only.

Event name	Date	Time	Room allocation
Asian Leaders Meeting	4 July 2018	14:15 - 16:15	London Room, Shangri-La

### 3.4 Technical Sessions

High-level Technical Sessions focus on strategic and policy related challenges structured around the four priorities of the Sendai Framework, its monitoring and the need for strengthened coherence with other global frameworks. These sessions are the core of substantive deliberations. A Chairperson facilitates discussions and generates recommendations for action.

**All the Technical Sessions will be organized from 4-5 July 2018.**

Session	Date	Time	Room allocation
Strengthening disaster risk governance to manage disaster risk	4 July 2018	12:30 - 14:00	Ballroom 2 & 3, Shangri-La
Coherence across 2030 Agenda for Sustainable Development	4 July 2018	16:30 - 18:00	
Monitoring of the Sendai Framework	4 July 2018	16:30 - 18:00	Ballroom 1, Shangri-La
Investing in disaster risk reduction for resilience	5 July 2018	11:15-12:45	Ballroom 2 & 3, Shangri-La
Understanding Disaster Risk	5 July 2018	15:15 - 16:45	
Enhancing disaster preparedness for effective response and to “Build Back Better” in recovery, rehabilitation and reconstruction	5 July 2018	17:00 - 18:30	

#### 3.4.1 Strengthening Disaster Risk Governance to Manage Disaster Risk

This session reviews the status of policy frameworks and institutional bases (implementation and coordination) governing disaster risk reduction in the Asia-Pacific region, and analyses key constraints and opportunities in achieving target (e) of the Sendai Framework. The session also focuses on key opportunities such as enhancing DRR accountability, localisation and inclusiveness to ensure gender and diversity sensitive disaster risk governance. It concludes by recommending measures to strengthen disaster risk governance at local, national and regional

levels and reiterating the importance of adopting a whole-of-society approach for its implementation.

#### ***3.4.2 Coherence Across the 2030 Agenda for Sustainable Development***

This technical session covers concrete steps that have been undertaken and need to be strengthened by Member States and other stakeholders to ensure that the implementation of 2030 Agenda for Sustainable Development, the Sendai Framework, the Paris Agreement and other global frameworks are aligned and mutually reinforcing to achieve risk-informed and climate-sensitive development objectives. The most effective policy instruments and programmes to achieve coherence will be highlighted. Key enablers underpinning success of these policies/programmes; such as finance, technology, data/statistics and capacity development are featured. The session takes an in-depth look at how coherence is being translated by governments and other stakeholders from a guiding principle to practice at the sectoral level with the agricultural sector as an example, as well as at the community level. Existing gaps and areas for improvement are covered.

#### ***3.4.3 Sendai Framework Monitoring***

This technical session seeks to promote and build coherence across the monitoring of the 2030 Development Agendas, especially the Sendai Framework, and the Sustainable Development Goals. The session covers progress made, and identifies opportunities, and challenges/gaps in the monitoring of the Sendai Framework, and the Asia Regional Plan for Implementation of the Sendai Framework. The application of the monitoring data to support risk-informed policies, programs and investments is explored within the respective capacity of each Member State and good practices, knowledge and lessons learned on disaster risk reduction data collection is shared for further replication in the region.

#### ***3.4.4 Investing in DRR for Resilience***

To strengthen the case for investing in DRR for resilience, this technical session emphasises the urgency and opportunity of enhancing DRR investments, and making this investment resilient to shocks. The session will also link progress in DRR and SDGs in terms of poverty reduction, protection of livelihoods and inclusive development and illustrate the importance of the enabling environment (Sendai target (e)) underpinning sustainable and resilient development. This session will showcase examples demonstrating that a high level of disaster resilience is achievable and key recommendations will be provided to local and national governments on how to develop and implement such plans as key development enablers.

#### ***3.4.5 Understanding Disaster Risk***

This technical session aims to provide a set of regional, national and local recommendations to strengthen understanding of risk among all stakeholders working towards implementation of the Asia Regional Plan for Implementation of the Sendai Framework. The session takes stock of the progress made and lessons learned over the last three years on integrating risk considerations in the development and revision of DRR strategies. The discussions contribute to increasing understanding of risks to help inform sectoral strategies. Partnership opportunities will be highlighted to increase awareness and capacity to use risk assessments for informing local development and actions. The session also addresses the role stakeholders can play in creating a solid partnership for better addressing and communicating risk.

#### ***3.4.6 Preparedness for DRR and “Build Back Better”***

This session highlights key intersections between Priority 4 (Strengthening disaster preparedness for effective response and to ‘build back better’ in recovery and reconstruction)

and target (e) (to increase the number of countries with national and local DRR strategies by 2020) of the Sendai Framework in the regional context. Towards this objective, concrete examples, challenges, good practices and lessons learnt will be discussed regarding important elements in national and local DRR strategies which enhance preparedness for effective response and build back better. The session pays special focus on how to achieve target (e) within the context of Priority 4 of the Sendai Framework.

### 3.5 Featured Events

The Government of Mongolia is host of two Featured Events to showcase progress and achievements in disaster resilient infrastructure and urban resilience and also in increasing public-private partnerships for DRR. The session will include in-depth discussions on emerging priorities to be addressed in the region to prevent the creation of new risks. Organized with key national and international partners, the Featured Event will result in recommendations that will be followed up as post-AMCDRR 2018 actions.

Event name	Date	Time	Room allocation
Strengthening disaster resilient infrastructure and urban resilience	5 July 2018	09:00 – 11:00	Ballroom 2 & 3, Shangri-La
Increasing public-private partnership and investment for DRR	5 July 2018	13:00 – 15:00	Ballroom 2 & 3, Shangri-La

#### 3.5.1 Strengthening Disaster Resilient Infrastructure and Urban Resilience

While urbanisation mirrors economic growth unplanned and rapid urbanisation can be a key driver of risk. This session covers actions required to ensure sustainable development through the minimization of new risks, by way of implementing disaster resilient infrastructure and urban resilience in the region. The session seeks to provide a set of key recommended actions to strengthen policy, technical solutions and advocacy towards resilient infrastructure development and urban resilience in the region and globally.

#### 3.5.2 Increasing Public-Private Partnership and Investment for DRR

This Featured Event demonstrates the importance of public-private and private-private partnerships in ensuring disaster resilience. Sharing knowledge and experiences that demonstrate how investing in DRR for resilience saves lives and protects livelihoods, the session discusses ways to strengthen economic and social resilience and preserve cultural heritage. The session also shares key regional practices of disaster risk financing and risk transfer mechanisms, such as disaster risk insurance. A set of key recommendations for a roadmap on public-private partnerships for integrating disaster resilience in disaster risk reduction, preparedness, response and recovery plans is provided.

### 3.6 Thematic Events

The AMCDRR Thematic Events: DRR in Action will offer an opportunity to various organizations to share and discuss experiences in practical implementation of disaster risk reduction practices and programmes.

Event name	Date	Time	Room allocation
Private sector interventions	4 July 2018	09:00-10:30	Ballroom 1, Shangri-La
Social protection and vulnerability reduction	4 July 2018	10:45-12:15	
Gender and inclusiveness	4 July 2018	12:30: 14:00	
Community/local action for resilience	4 July 2018	14:15-16:15	Ballroom 2 & 3, Shangri-La

Ecosystems-based DRR	5 July 2018	12:30-14:00	Ballroom 1, Shangri-La
Early Warning – Early action	5 July 2018	14:30-16:00	
Technology and innovations	5 July 2018	16:30-18:00	

### **3.6.1 Private Sector Interventions**

When disaster strikes, both the public and private sectors face the consequences. As the private sector is responsible for more than 70% of investments worldwide, it has tremendous potential to help reduce disaster risk and increase resilience, through such actions as business continuity planning and risk-informed investing. This session highlights good practices of the private sector, and also explores how to scale-up engagement of the private sector in risk reduction and resilience-building, including through public-private and private-private partnerships.

### **3.6.2 Social Protection and Vulnerability Reduction**

Social protection policies and programmes seek to reduce poverty and vulnerability and are increasingly being used during humanitarian crises to meet basic needs. This session considers how to leverage social protection programming, cash-based assistance and forecast-based financing to build the resilience of vulnerable and hazard-exposed households and communities. At issue is how to trigger effective programming in the early pre-crisis “stress” phase, particularly before households adopt negative coping mechanisms. These case studies will showcase current practices in social protection while exploring opportunities to expand existing social protection schemes to address resilience. The session aims to lead to recommendations on how Asia-Pacific countries can adjust existing social protection schemes, or put in place new ones, to build the resilience of communities in the face of a growing number of natural hazards.

### **3.6.3 Gender and Inclusiveness**

Disasters affect different people in different ways, largely because people differ in their vulnerabilities and capacities. Certain groups, including, but not limited to, the poor, women, children, persons with disabilities and older persons, are disproportionately impacted by disasters. At the same time, these individuals and groups have unique knowledge and skills to contribute to reducing the interconnected risks they face and hence act as agents of change. This thematic event brings together examples of demonstrated reduction in disaster impact through the active engagement of these diverse groups.

### **3.6.4 Community/local action for resilience**

Communities are the first responders in disaster contexts, but also have a stake in ensuring collective action to reduce disaster risk and build resilience. This thematic event showcases examples of successful community action that have had a demonstrated impact on reducing risk at local-level. The role of collective action as well as local leadership will be exemplified in the presented case studies.

### **3.6.5 Ecosystems-based DRR**

The Sendai Framework promotes ecosystem-based approaches with regards to shared resources, and highlights the need to strengthen sustainable use and management of ecosystems that incorporate disaster risk reduction. This thematic event demonstrates examples of ecosystem-based disaster risk reduction that have increased the resilience of vulnerable people, acted as buffers against hazards and increased resilience to extreme weather events.

### **3.6.6 Early Warning-Early Action**

Effective early warning systems rely on four key elements to save lives and protect livelihoods: a) data collection and risk assessment; b) hazard monitoring and early warning services; c) communication of risk information and early warning; and d) the ability to respond appropriately.

This thematic event showcases innovative examples that demonstrate how early warning has triggered early action, which has saved lives and reduced losses. The event demonstrates how investing in such systems mitigates the social and economic impact of disasters, thereby protecting development gains.

### 3.6.7 Technology and Innovations

The task of managing disasters and disaster risks is heavily dependent on scientific knowledge and technology. This thematic event showcases concrete examples of how science, technology and innovation are helping to reduce disaster risk and losses. Case studies will focus on applied fields such as environment, health, agriculture and water. Innovation is an overarching theme in this session, with recommendations focusing on how to replicate and scale-up the use of innovative technologies to reduce disaster risk and build resilience.

### 3.7 Special Event: World Tsunami Awareness Day

Looking ahead to this year's World Tsunami Awareness Day, a panel as part of the *Special Event: World Tsunami Awareness Day* will explore key issues on tsunami awareness; particularly surrounding inclusion, disability and economic loss.

Event name	Date	Time	Room allocation
Special Event: World Tsunami Awareness Day	4 July 2018	14:30 - 16:00	Ballroom 1, Shangri-La

### 3.8 Summary Plenary

The Summary Plenary session, organized on the final day of the conference, consolidates inputs from the substantive sessions of the conference. The stakeholder commitments of action are also delivered in this session. The plenary session will be co-chaired by Government of Mongolia and UNISDR.

Event name	Date	Time	Room allocation
Summary Plenary	6 July 2018	09:00-10:30	Ballroom 2 & 3, Shangri-La

### 3.9 Closing Ceremony

**The Closing Ceremony adopts the AMCDRR Outcome Documents on 6 July. A Press Conference (closed) will follow.**

Event name	Date	Time	Room allocation
Closing Ceremony	6 July 2018	10:30-12:00	Ballroom 2 & 3, Shangri-La
Press Conference (Closed)		12:30-13:30	

### 3.10 Public Forum

The Public Forum at the AMCDRR features Side Events, Ignite Stage, Market Place and the Cultural Events.

#### 3.10.1 Side Events

All Side Events are held at the Best Western Premier Tuushin Hotel on 4 and 5 July 2018.

Event name	Date	Time	Room allocation
Side Events	4-5 July 2018	09:00 - 17:00	Best Western Premier Tuushin Hotel

#### 3.10.2 Ignite Stage

The Ignite Stage provides participants 15 minutes' time to present and interact on a disaster risk reduction topic, project or initiative, using the presenting mode of their preference.



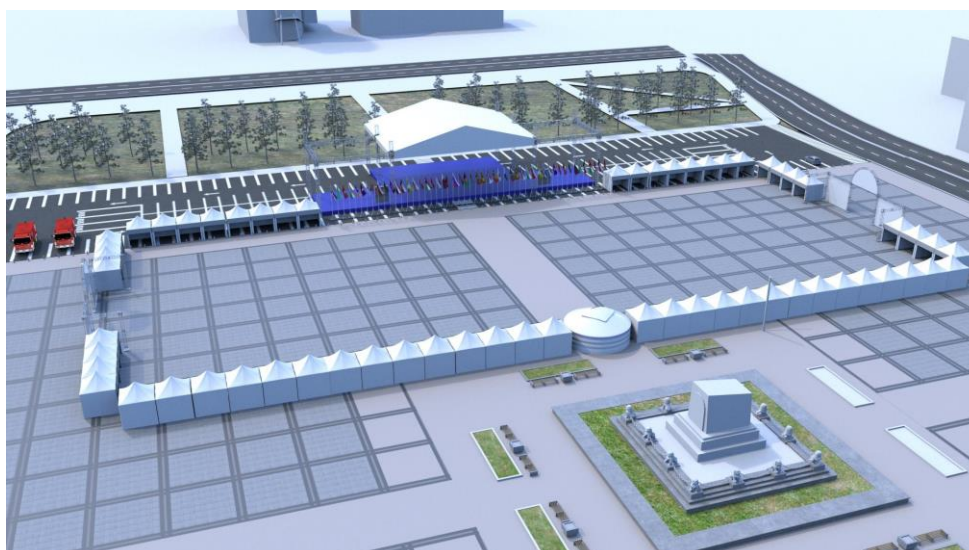
Event name	Date	Time	Venue
Ignite Stage	4-5 July 2018	09:00 - 17:00	Sukhbaatar Square

### 3.10.3 Market Place

All AMCDRR 2018 participants are encouraged to visit the AMCDRR Market Place, in Sukhbaatar Square (the southeast side). Free shuttle buses ply between Best Western Tuushin Hotel, Shangri-La Hotel and Sukhbaatar Square every fifteen minutes. The related logistical note will be provided to the registered booth-holders for the Market Place, including the booth specifications and customs clearance procedures for carrying any booth materials. The note will be also available on the conference website in due course. Booth-holders are strongly encouraged to refer to the customs and shipment guidelines also detailed in the logistical note.

Event name	Date	Time	Venue
DRR Market Place	4-5 July 2018	9:00-17:00	Sukhbaatar Square

#### Representation of booths at the Market Place



### 3.11 Asia Video Contest

The video competition aims to showcase benefits of disaster risk reduction in achieving resilience of institutions and communities, and demonstrate effective and innovative actions and solutions to advance implementation of the Sendai Framework. The two best videos will be awarded. The award carries a cash prize of USD 4,000 for each winner and sponsorship to participate in the conference with an overall value of USD 12,000 (MNT 29,000,000).

All submitted videos were evaluated by an independent jury. Winners are awarded and recognized during the Closing Ceremony of the conference. The videos are shown throughout the duration of the Conference.

### 3.12 Pre-Conference Events

Pre-conference events also contribute to implementation of the Sendai Framework and the Asia Regional Plan in general and AMCDRR in particular. They are being held at the Best Western Premier Tuushin Hotel.

Participants and organizers of Pre-conference events are requested to reserve their preferred venue as soon as possible by contacting Ms. Solongo, Reservation Manager of Best Western

Premier Tuushin Hotel, at [solongo@bestwesternmongolia.mn](mailto:solongo@bestwesternmongolia.mn). If you require any additional support and special requirements in reserving the venues, please contact the conference secretariat at [amcdrr2018@nema.gov.mn](mailto:amcdrr2018@nema.gov.mn) indicating “AMCDRR 2018 pre-conference venue” in the subject line of your e-mail. Please note that the organizer/s of the pre-conference events will take full responsibility of the logistics and participation in these events. This includes bearing all costs related to the organization of the events and reservation of the pre-conference venue.

Event name	Date	Time	Venue
Pre-Conference Events	2 July 2018	9:00-17:00	Best Western Premier Tuushin Hotel

### 3.13 Stakeholder Consultations

Stakeholder consultations have the details as follows:

Event name	Date	Time	Venue
Stakeholder Consultations	3 July 2018	9:00-13:00	Best Western Premier Tuushin Hotel

### 3.14 Bilateral Meetings

Rooms are reserved at the Shangri-La Hotel for high-level bilateral meetings for up to 18 participants. Bilateral meetings will be arranged on a basis of 25-minute sessions between 09:00-18:00 from 4- 6 July 2018, based on availability of rooms and slots. Booking of rooms for bilateral meetings is based on a registration process in advance of the meeting, or during the conference through registration at the conference Information Desk.

Registrations and reservations of bilateral meeting rooms will be open during 1-15 June. Please fill in the bilateral meeting request form (available on the conference website) and send the filled form to the email shown in the form, indicating in the subject line ‘AMCDRR 2018 bilateral meeting room request’. If the request is made during AMCDRR, please submit the form at the Conference Information Desk located in the Shangri-La Hotel. All requests will be met to the greatest extent possible, though participants are advised that priority will be accorded to advance reservations.

Requests for bilateral meeting with Mongolian counterparts should be sent to [for.rel@nema.gov.mn](mailto:for.rel@nema.gov.mn) by **15 June 2018** indicating in the subject line ‘AMCDRR 2018 bilateral meeting request with Mongolia’.

### 3.15 Cultural Event - Besreg Naadam

“Besreg Naadam” is a unique festival presenting Mongolian cultural and art heritage, hosted by the Government of Mongolia on 6 July in Chinggis Khaani Khuree Camp located at the outskirts of Ulaanbaatar City. “Besreg Naadam” means Mini-Nadaam festival.

*What is Naadam Festival?*

The Naadam Festival is unique. It is a sophisticated and eloquent expression of nomadic culture, an honoured celebration of national independence, and an outstanding combination of arts and sports. The core of the festival – three sports – wrestling, horse-racing and archery, embrace many elements of arts; such as singing, dancing and performing. Nomadic Mongolians are renowned for hosting great social gatherings. The Naadam Festival is held on 11-12 July which is the most enjoyable time of the most pleasant season in the country. Find more information at <http://naadamfestival.com/>.

Event name	Date	Time	Venue
Besreg Naadam Festival	6 July 2018	14:00 - 18:00	Buses leave from Shangri-La between 12:00 and 13:00

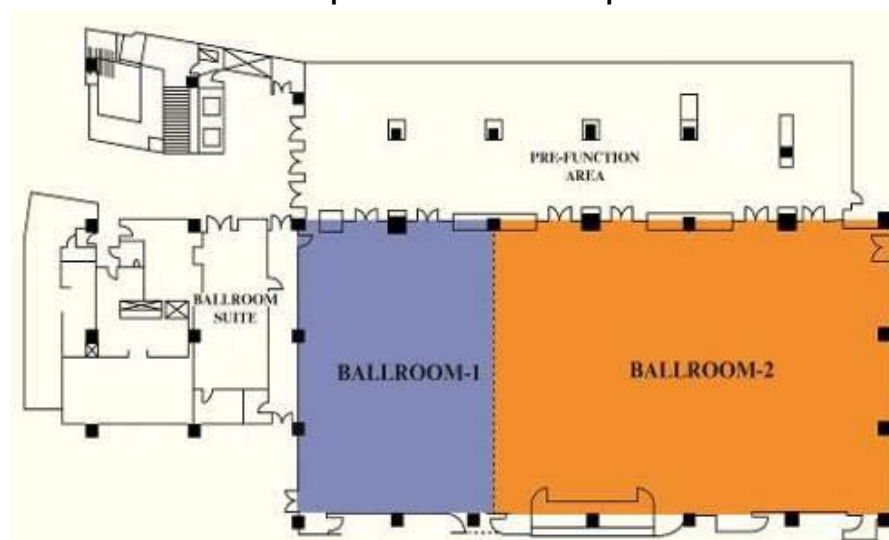
Buses depart from the main venue (Shangri-La Hotel) between 12:00 and 13:00 pm to leave for the camp. Participants are kindly required to confirm their participation to this event by completing and sending the Cultural Event Form to the Conference Secretariat at [amcdrr2018@nema.gov.mn](mailto:amcdrr2018@nema.gov.mn) before 15 June 2018. This form is available on the Conference website from 1 June 2018. Catering services will be available in the Camp for self-purchase. Conference participants are advised to carry small cash in Mongolian Tugrik (MNT) when coming to the venue. While it unlikely to rain during the conference period, participants are requested to carry an umbrella or raincoat when going to the outskirts of the city.

### 3.16 Conference Venue Indoor Maps

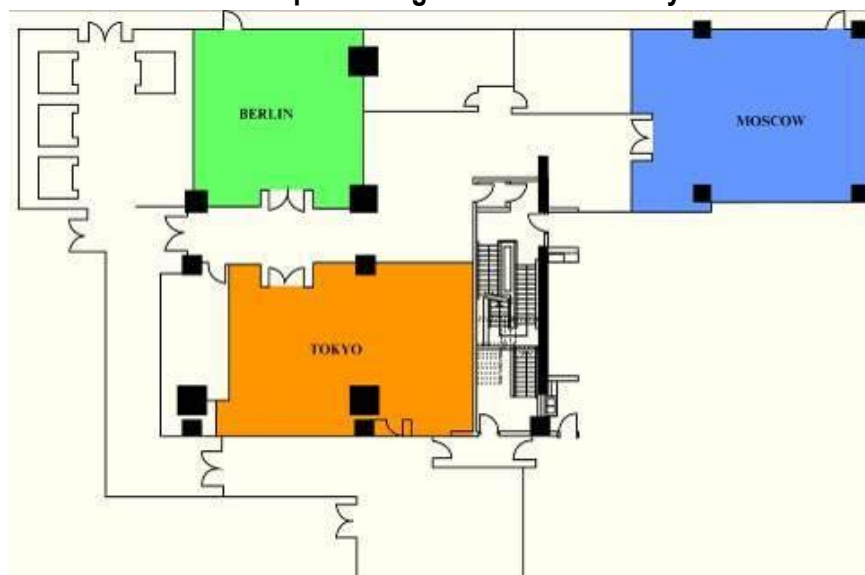
#### Conference main hall scheme

#### SHANGRI-LA HOTEL LAYOUT

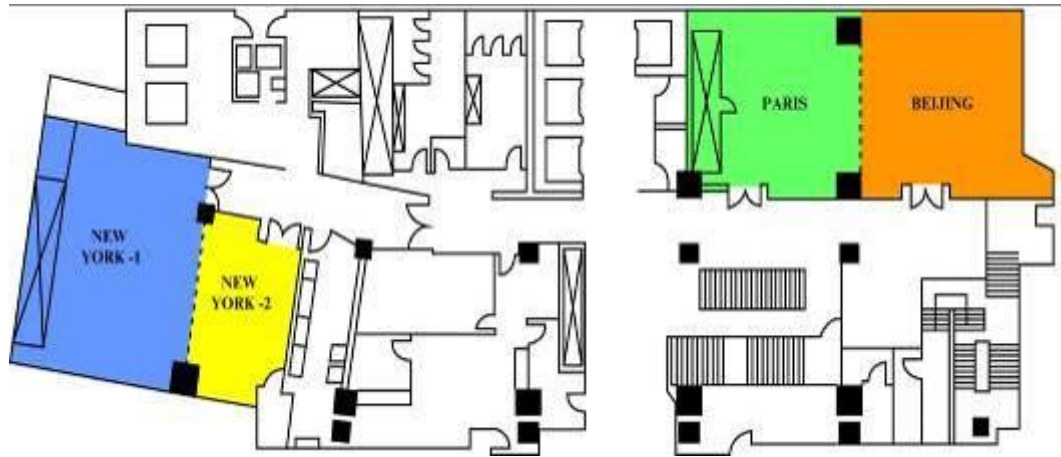
Indoor map 1: 1<sup>st</sup> floor ballroom partition



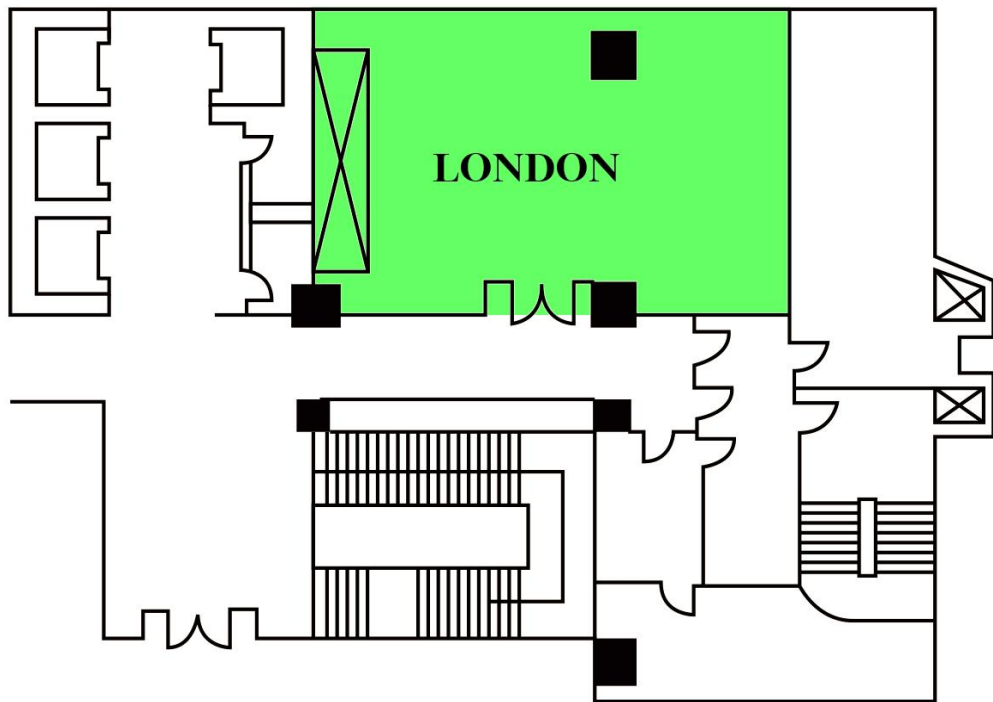
Indoor map 2: Shangri-La basement-1 layout



Indoor map 3: Shangri-La 1<sup>st</sup> floor layout



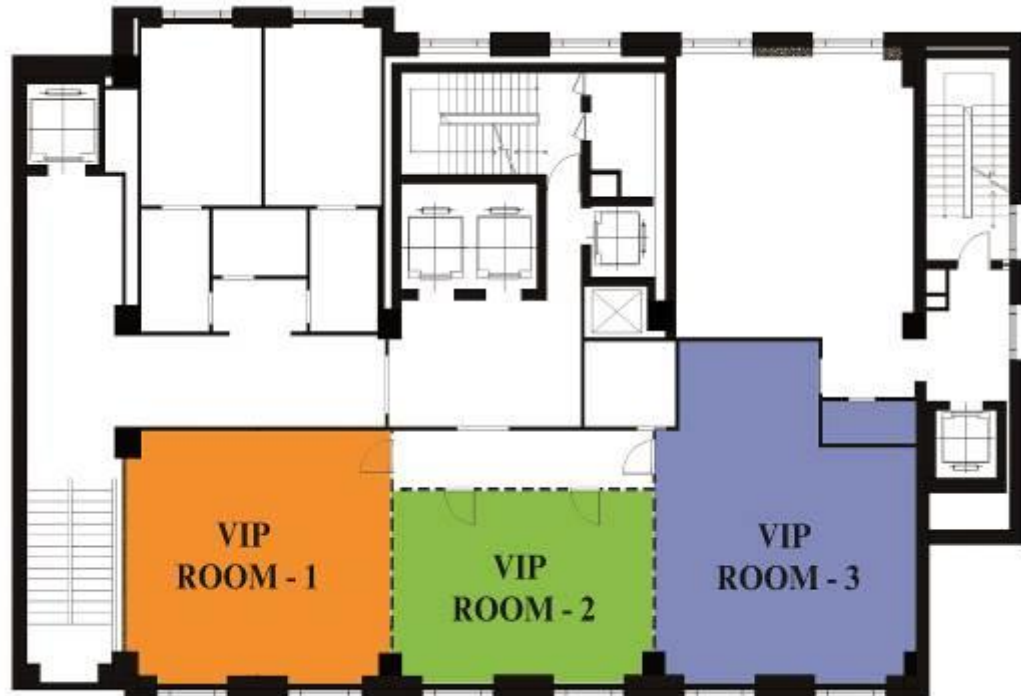
Indoor map 4: Shangri-La 2<sup>nd</sup> floor layout



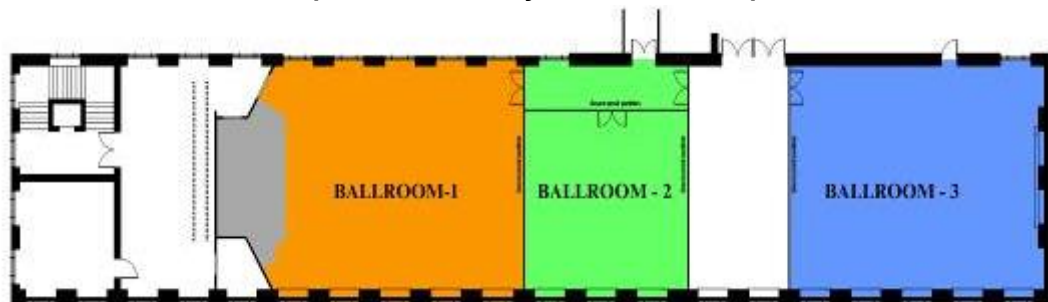
## Venue layout for Pre-Conference/Side Events

### BEST WESTERN PREMIER TUUSHIN HOTEL LAYOUT

Indoor map 1: 4<sup>th</sup> floor “Suld” ballroom partition



Indoor map 2: 5<sup>th</sup> Floor “Soyombo” ballroom partition



## 4. PARTICIPATION

### 4.1 Conference Website

A dedicated conference website has been created that contains all relevant Conference information: [www.unisdr.org/amcdrr2018](http://www.unisdr.org/amcdrr2018).

### 4.2 Registration

Each applicant has been issued a five-digit identification number upon registration online, and has received a confirmation e-mail upon verification of applicant details. Registered international applicants are requested to send a scanned copy of their passport to [isdr-bkk@un.org](mailto:isdr-bkk@un.org) with their application identification number. The passport copy will be kept confidential and used for visa facilitation, if required.

Participants are requested to provide the Conference Secretariat with a photo for their conference badge, in accordance with the requirements below. Photos need to be sent to [amcdrr2018@nema.gov.mn](mailto:amcdrr2018@nema.gov.mn) upon completing online registration and quoting the five-digit identification number.

- In colour.
- Taken within the last 6 months to reflect your current appearance.
- Taken in front of a plain white or off-white background.
- Taken in full-face view directly facing the camera.
- With a neutral facial expression and both eyes open.
- Do not wear a hat or head covering that obscures the hair or hairline, unless worn daily for a religious purpose. Your full face must be visible, and the head covering must not cast any shadows on your face.
- Pixel resolution: 300 pixels per inch (12 pixels per millimetre).
- Size: passport size 2 x 2 inches (51 x 51 mm).

### **4.3 Working Language and Interpretation**

The official working language of the conference is English. Simultaneous interpretation will be provided for selected sessions in English and Mongolian. Conference documentation will be provided in English.

Interpretation equipment and booths will be provided in the main ballroom of the Shangri-La Hotel in case some countries' representatives make a statement in a language other than English with their own interpreters. Request for interpretation equipment and booths should be conveyed to the Conference Secretariat by e-mail at [amcdrr2018@nema.gov.mn](mailto:amcdrr2018@nema.gov.mn), stating in the subject line 'AMCDRR 2018 interpretation equipment and booth request' before 15 June 2018.

### **4.4 Information on Accessibility and Specific Needs**

#### **Conference Venue**

The conference rooms are fully accessible. In the main conference rooms, two standard chairs will be removed in order to provide space for a wheelchair. Restrooms are close to the conference rooms and fully accessible for wheelchair users.

#### **Lighting Conditions**

Good quality lightning will be provided for partially sighted people and the hearing impaired who need sign language interpreters.

#### **Visual Signpost**

All signs are displayed in consistent locations such as the registration/help desk, main event rooms, catering, and restrooms.

#### **Audio and Video**

*Sign language interpretation will be provided at the following events:*

1. Pre-conference: July 2, 14:00 – 16:30
2. Stakeholder consultation: July 3,
  - 09:00-10:30 – Thematic event DRR in Action (Private sector interventions)
  - 10:45-12:15 – Thematic Event DRR in action (Social protection & vulnerability reduction)
3. Side event: July 5,
  - 15:45-16:45 "Disability-inclusive DRR: the way forward to better understanding risk and accountable DRR governance" Disability-inclusive DRR Network (DiDRRN)
4. Ignite stage: July 5,



- 13:15 – 13:30 “Breaking barriers: Women with disabilities creating paths to inclusive DRR across Asia” Rizma Kristiana
- 13:30 – 13:45 “Inclusive Child-Centered Risk Reduction” Carissa Galla
- 5. Disability stakeholder official statement: at the closing ceremony, 6 July  
Videos and audio-visual materials will be provided during the conference. All videos and audio materials include both subtitle and audio descriptions.

### **Technical equipment**

Induction loop system will be provided participants who use a hearing aid. Main event rooms that are equipped with an induction loop will be labelled as having a loop system.

### **Transport**

There are two wheelchair accessible cars.

*Airport Pick-up:* The Government of Mongolia will provide free shuttle buses with the conference logo AMCDRR 2018 from the Chinggis Khaan International Airport to Conference hotels – the Shangri-La Hotel and the Best Western Tuushin Premier Hotel. In case delegates make alternative transportation arrangements, aforementioned administrative officers are to be notified in advance. Participants will be welcomed by our courtesy officers and volunteers holding a signboard “AMCDRR 2018”.

*Transportation between Conference Venues:* Shuttle buses with the conference logo of AMCDRR 2018 will run every 15 minutes between Shangri-La Hotel (main venue of AMCDRR 2018), the Best Western Premier Tuushin Hotel and Sukhbaatar Square (Venue for Market Place and Ignite Stage).

### **Location maps**

Visual and tactile maps of the venue and its surrounding area will be available at the information desks.

### **4.5 Issuance of Delegate Passes**

A registration desk will be set up outside of the Shangri-La Hotel. Conference badges will be issued as per the following schedule:

- Monday, 2 July: 8:00 -17:00
- Tuesday, 3 July: 8:00 -17:00
- Wednesday, 4 July: 8:00 -17:00
- Thursday, 5 July: 8:00 -17:00

For security reasons, Conference badges must be worn and should be visible at all times. Conference badges are required for entry into all venues and meeting areas. The host has the right to decline entry to any person without the aforementioned identification.

Any authorized member of a delegation (carrying a letter or authority from the concerned government or organization) may collect badges for the delegation.

Loss of Conference badges should be reported immediately to the AMCDRR Secretariat. A written request for reissuance of the pass may be submitted by the delegate to the Secretariat, supported by a photograph identity document. When a Conference badge is replaced, the previous badge will be rendered invalid.

Badges will be classified based on the types and level of seniority of delegation.



<b>Red</b>	-	VIP
<b>Blue</b>	-	Government
<b>Yellow</b>	-	Media
<b>Green</b>	-	All other participants
<b>Grey</b>	-	Organizers
<b>Orange</b>	-	Volunteers

## 5. OFFICIAL DOCUMENTS

### Distribution of Official Documents

The AMCDRR is a paper-smart and green conference. Only a limited number of conference documents will be printed in the form of a Conference Handbook. Participants are encouraged to download electronic versions of documents and announcements from the Conference website that will contain the most updated documents. All relevant documents are available on the AMCDRR website. Partners and delegates interested in sharing publications and documents may send a request to the AMCDRR Secretariat to share their documents through the AMCDRR website.

## 6. MEDIA FACILITATION

**A Media Centre will be located in the Shangri-La Hotel in B1 Floor.** The media centre will be dedicated for media organizations. No double accreditation will be allowed (e.g. as press and delegate, or as press and NGO). All fees linked to travel; accommodation and equipment will be the responsibility of the attending media organization. Please direct media queries to:

- Ms. Ananda Nyamsuren, NEMA: [for.rel@nema.gov.mn](mailto:for.rel@nema.gov.mn) copying [amcdrr2018@nema.gov.mn](mailto:amcdrr2018@nema.gov.mn) +976 1126 2416.
- Mr. Bayarmagnai Puntag, Deputy Director, Department of Public Diplomacy and Cultural Cooperation, Ministry of Foreign Affairs: [dep11-2@mfa.gov.mn](mailto:dep11-2@mfa.gov.mn), +976 9911 1851.
- Ms. Amy Jargalmaa, Media and Public Relations, Department of the Cabinet Secretariat, Government of Mongolia: [Jargalmaa@cabinet.gov.mn](mailto:Jargalmaa@cabinet.gov.mn), +976 9909 3478.

All media representatives will need valid visas. Uploading a visa application form to the system does not complete the visa application process. Applicants are requested to complete the form, and submit the application at Consulates and Embassies of Mongolia at the most convenient location once Conference registration is approved. Applicants are requested to consult the list of visa exempt countries from [www.unisdr.org/amcdrr2018](http://www.unisdr.org/amcdrr2018). Media representatives are required to have at least a six-month valid passport with a visa before arriving in Mongolia.

## 7. MEDICAL FACILITIES

Medical facilities with qualified medical and nursing staff as well as ambulance support will be available at the Shangri-La and Best Western Premier Tuushin Hotel Clinic room 24 hours daily during the official programme.

The State Hospital #1, 2 and 3, the National Centre for Trauma, the National Centre for Infectious Disease Control and Prevention, and “Inter-med” Hospital will be available for emergency situations during the Conference.

Delegates are requested to avail of health insurance before undertaking the journey to Mongolia.

## 8. EMERGENCY HOTLINE

In case of emergency situations, when delegates are outside of the Conference venues, they are requested to directly call at the following local numbers:

Ambulance: 70120103, 70193691, 70193625-103

**Police: 102**

**Fire: 101**

**Administrative officers:**

**Mr. Enkhbat: 99888182 (mobile)**

**Ms. Gerelzaya: 99990979 (mobile)**

## 9. CONFERENCE SECRETARIAT

The Conference Secretariat for ISDR and NEMA will be located at Shangri-La Hotel as the main venue for AMCDRR 2018. The UNISDR Secretariat will be situated in the Berlin Room. The NEMA Secretariat will be located in the cloak room, adjacent to the Ballroom on the first floor of the Shangri-La Hotel.

## 10. TRAVEL ARRANGEMENTS

### 10.1 Travel to Mongolia



The key scheduled flights routes to and from Mongolia are as follows:

- BEIJING - ULAANBAATAR – BEIJING
- HONG KONG – ULAANBAATAR - HONG KONG

- SEOUL – ULAANBAATAR – SEOUL
- BUSAN – ULAANBAATAR – BUSAN
- MOSCOW – ULAANBAATAR – MOSCOW
- BERLIN – ULAANBAATAR – BERLIN
- FRANKFURT – ULAANBAATAR – FRANKFURT
- ISTANBUL – ULAANBAATAR – ISTANBUL

Operator companies for scheduled flights: MIAT Mongolian Airlines, Korean Air, Air China, Aeroflot, Air Busan and Turkish Airlines. If delegations require any special arrangements for flight arrangements, they are requested to please contact the respective airline offices and flight services located in Ulaanbaatar. In this relation, delegates are requested to notify Mr. Gan-Erdene Gan-Ulzii and Ms. Amgalan Sanjaa via email on [for.rel@nema.gov.mn](mailto:for.rel@nema.gov.mn), [nema\\_mongolia@yahoo.com](mailto:nema_mongolia@yahoo.com), [amgalan7107@gmail.com](mailto:amgalan7107@gmail.com), copy to [amcdrr2018@nema.gov.mn](mailto:amcdrr2018@nema.gov.mn) and with indicating in the subject line 'AMCDRR 2018 flight arrangement', and phone at 976-99045170.

The contact numbers, website and addresses of airline companies are as follows:

1. <http://www.miat.com/contactus.php?lang=e> Landmark Building, Chinggis Avenue 13, 1st Khoroo, Sukhbaatar District, Ulaanbaatar Phone: 976-11-322144 Fax: 976-11-313385
2. <http://airlines-airports.com> Korean Air Reservation Office in Ulaanbaatar Mongolia telephone Phone: 976-11-317100, 976-11-311100
3. <http://airlines-airports.com> Air China Airline Ulaanbaatar Sales / Reservation Office Address: Narnii Zam 87, 1st Khoroo Sukhbaatar District, Ulaanbaatar, Mongolia Phone: 976-70009933
4. <http://www.aeroflot.ru> Phone: 976-11-320 720
5. <http://en.airbusan.com>
6. <https://www.turkishairlines.com>

## 10.2 Local Transportation

### 10.2.1 Airport Pick-up and Transfers

Participating Member States are kindly requested to send their travel itineraries and booked hotel no later than **1 June 2018 to Mr. Gan-Erdene Gan-Ulzii and Ms. Amgalan Sanjaa via email to [for.rel@nema.gov.mn](mailto:for.rel@nema.gov.mn), copy to [amcdrr2018@nema.gov.mn](mailto:amcdrr2018@nema.gov.mn)** indicating in the Subject line 'AMCDRR 2018 flight arrangement'.

The Government of Mongolia will provide free shuttle buses with the conference logo AMCDRR 2018 from the "Chinggis Khaan" International Airport to Conference hotels – the Shangri-La Hotel and the Best Western Tuushin Premier Hotel.

In case delegates make alternative transportation arrangements, aforementioned administrative officers are to be notified in advance.

Participants will be welcomed by our courtesy officers and volunteers holding a signboard "AMCDRR 2018".

### **10.2.2 Transportation between Conference Venues**

Shuttle buses with the conference logo of AMCDRR 2018 will run every 15 minutes between Shangri-La Hotel (main venue of AMCDRR 2018), the Best Western Premier Tuushin Hotel and Sukhbaatar Square (Venue for Market Place).

### **10.3 Visa and Immigration**

1. Participants coming from countries where there is a Mongolian diplomatic mission can apply for their visa directly there. The list of Mongolian diplomatic missions and contact information can be found at <http://consul.mn/eng/05dtg.php>.

Required documents for visa applications:

- Official letter of request
  - A diplomatic note or official letter from the Ministry of Foreign Affairs or from the sending authority or entity requesting visa for the participant or participants
  - Passport valid for at least six months from the final date of travel
  - Application form (can be downloaded from [www.consul.mn](http://www.consul.mn))
  - No interview is required
  - Visa fee (for more information please refer to the Diplomatic missions' website)
  - Government delegations will be exempted from visa fee
2. Participants coming from countries where there is no presence of Mongolian diplomatic mission, a visa on arrival can be issued upon request at the Chinggis Khaan International Airport.
3. As of March 2018, there are a number of countries whose nationals are exempt from visa requirement for entry into Mongolia for short residence depending on the type of passports. Please check the requirement and more information at <http://consul.mn/eng/02visae.php>.

#### **10.3.1 Required Documents for Visa on Arrival**

- Official requests shall be sent to Consular Department of the Ministry of Foreign Affairs of Mongolia ([dep10@mfa.gov.mn](mailto:dep10@mfa.gov.mn) and [dep10-14@mfa.gov.mn](mailto:dep10-14@mfa.gov.mn)).
- A diplomatic note or official letter from the Ministry of Foreign Affairs or from the sending authority/entity requesting visas on arrival for the participant(s). It shall contain the participant(s)'s full name, date of birth and passport number.
- After receiving requests for on-arrival visa, the Consular Department will send 'Approval for visa on arrival' to participants via e-mail. Participants may be denied boarding on flights bound for Ulaanbaatar if they fail to present this approval to airline companies.
- To ensure smooth passage and to expedite visa procedures after arrival, participants are advised to complete visa application forms prior to their arrival, and present this to visa officers at the border checkpoint (application form can be downloaded from [www.consul.mn](http://www.consul.mn)).
- Visa fee – 45-50 USD (depending on the exchange rate). Please bring your photo which meets the visa photo requirement. If you do not have a photo, you will pay 1 USD. Government delegations will be exempted from visa fee.

#### **10.3.2 Travel Insurance**

All participants are strongly recommended to obtain travel insurance before travelling. UNISDR and the Government of Mongolia will not be liable to pay any costs towards hospital/medical claims in case of an accident or illness.

#### **10.4 Vaccinations**

Even though vaccinations are not mandatory for visiting Mongolia, participants are requested to consult with their general practitioner regarding travel vaccination requirements.

#### **10.5 Currency Exchange and Banking Services**

The legal currency of Mongolia is the Tugrik (MNT). Major foreign currencies, including US Dollars, Euros, Japanese Yen and Chinese Yuan Renminbi, and travellers' cheques can be converted and exchanged to and from MNT at all major hotels. Most businesses in Mongolia do not accept any currency other than MNT. A complete list of financial services is available from the respective banks and financial institutions in Ulaanbaatar.

Currency exchange services available in the departure hall of the airport and also the conference venues are listed below:

##### **Shangri-La Centre:**

##### **1. Trade and Development Bank (TDB)**

**Address:** Unit 215, 2<sup>nd</sup> floor, Shangri-La Centre

**Opening hours:** Mon- Fri 10:30-19:00

**Tel:** 7000-0256

**Website:** [www.tdbm.mn](http://www.tdbm.mn)

**Call center:** 1800-1977

##### **2. Capitron Bank**

**Address:** Unit 106b, 1<sup>st</sup> floor, Shangri-La Centre

**Opening hours:** Mon-Sat 10:00-18:30

**Tel:** 7577-3036

**Website:** [www.capitronbank.mn](http://www.capitronbank.mn)

**Call center:** 1800-2020

##### **3. Golomt Bank**

**Address:** Unit 107, 1<sup>st</sup> floor, Shangri-La Centre

**Opening hours:** Mon-Fri 10:00-18:00

**Tel:** 7575-1111

**Website:** [www.golomtbank.com](http://www.golomtbank.com)

**Call center:** 1800-1646

Most credit/debit cards are widely accepted in shopping malls, restaurants and department stores, but not in small convenience stores. There are several ATMs dispensing local currency around the city. ATM facilities at the Conference venues are listed below:

##### **Shangri-La Mall:**

##### **1. Trade and Development Bank ATM**

**Location:** Unit 215, 2<sup>nd</sup> floor, Shangri-La Mall Centre

##### **2. Golomt Bank ATM**

**Location:** Unit 107, 1<sup>st</sup> floor, Shangri-La Mall Centre

##### **3. Khan Bank ATM**

**Location:** 2<sup>nd</sup> floor, Shangri-La Mall Centre

##### **4. Khas Bank ATM**

Location: 3<sup>rd</sup> floor, Shangri-La Mall Centre

**Shangri-La Hotel:**

**1. Trade and Development Bank ATM**

Location: 1<sup>st</sup> floor, Shangri-La Hotel

**Best Western Premier Tuushin Hotel:**

**1. Trade and Development Bank ATM**

Location: 1<sup>st</sup> floor, Best Western Premier Tuushin Hotel

## 11. ACCOMMODATION

### 11.1 Hotel reservation

The delegates/participants are requested to arrange their own accommodation and other required amenities and services with their own guarantee and payments. Participants can visit the following website for hotel reservation with special rates, and contact one of the following hotels directly. Early booking of accommodation is strongly advised as July is a peak tourism season in Mongolia. The direct link to the hotel accommodation: <https://www.ihotel.mn/e/amcdrr>

Sno.	Hotel name	Star	Distance from Shangri-La Hotel	Zone
1	Shangri-La Ulaanbaatar Hotel (Conference Venue)	5	0	HQ
2	Springs Hotel	4	0.3 km	1
3	Corporate Hotel	4	0.5 km	1
4	Mika Hotel	3	0.5 km	1
5	Blue Sky Hotel and Tower	5	0.5 km	1
6	Bayangol Hotel	4	0.6 km	1
7	Best Western Premier Tuushin Hotel	5	1 km	1
8	Ulaanbaatar Hotel	5	1 km	1
9	Kaiser Hotel	3	0.8 km	2
10	Puma Imperial Hotel	3	1.1 km	2
11	Sant Asar Hotel	3	1.2 km	2
12	Novotel Hotel Ulaanbaatar	5	1.6 km	2
13	Corporate Hotel and Convention Center	5	1.9 km	2
14	Zuchi Hotel	3	2 km	3
15	Alpha Hotel	4	2.1 km	3
16	Chinggis Khan Hotel	4	2.1 km	3
17	Ichmon Hotel	No star	2.1 km	3
18	UB Inn Hotel	3	2.2 km	3
19	Bishreilt Hotel	3	2.5 km	3
20	Flower Hotel	3	2.5 km	3
21	Kempinski Hotel Khan Palace	5	2.5 km	3
22	Holiday Inn Ulaanbaatar Hotel	5	2.3 km	4

23	Premium Hotel	4	2.5 km	3
24	Ramada Hotel Ulaanbaatar	4	2.6 km	4
25	Narantuul Hotel	3	2.7 km	4
26	Royal Mountain Hotel	4	3.1 km	4
27	Park Hotel	3	3.3 km	4
28	Grand Hill Hotel	4	3.6 km	4
29	ibis Styles Ulaanbaatar Hotel	4	4 km	4

## 12. COUNTRY INFORMATION

### 12.1 Overview of Mongolia

Mongolia is a landlocked country in East and Central Asia. It is bordered by Russia to the north and the People's Republic of China to the south, east and west. Ulaanbaatar is the capital and largest city, which is home to about most of the national population. Mongolia is the 19<sup>th</sup> largest and the most sparsely populated independent country in the world, with a population of around 3 million people. It is also the world's second-largest landlocked country. The country contains very little arable land, as much of its area is covered by steppes, with mountains to the north and west, and the Gobi Desert to the south.

### 12.2 Introduction to Ulaanbaatar city

Ulaanbaatar, the Capital City of Mongolia, is the single hub for trips to any destination within Mongolia. The city hosts the only international airport of the country and the only international rail line - the Trans-Siberian railway goes across the city from the north to the south. Ulaanbaatar City is home to 1 million people out of Mongolia's 2.8 million population, and it is the country's economic, cultural and political centre. The city has a number of tourist attractions and hosts the most varied types of entertainment.

Ulaanbaatar City is located on the bank of the Tuul River and is surrounded by four sacred mountains with dense pine forests on the northern slopes, and grassy steppes on the south. Mostly described as sunny, peaceful and open, Ulaanbaatar is a city of contrast where modern life comfortably blends with the Mongolian traditional lifestyle. Wide streets have modern cars, while horsemen and cattle are still commonly seen. Though modern buildings characterize the city centre, visitors arriving either from the Chinggis Khaan Airport or by train using the main railway would not fail to notice thousands of traditional Mongolian "Gers" in the vicinity; an area referred to by locals as the "ger district".

#### Key information:

- Capital: Ulaanbaatar
- Government: Parliamentary
- National language: Mongolian
- Telephone: Country code +976
- Weights and measures: kg and metric system
- Drives on the: Right
- Area: 1,564,116km<sup>2</sup> (603,909 sq. m)

### 12.3 Sukhbaatar Square and State Palace

Formally, Sukhbaatar Square is the central square of Ulaanbaatar City, built in 1946. The centre of the square features an equestrian statue of Damdin Sukhbaatar, one of the leaders of Mongolia's 1921 revolution.



State Palace is located on the north side of Sukhbaatar Square. It is fronted by a large colonnade monument to Great Chinggis Khan, Ogedei Khan and Kublai Khan, completed in 2006 in time for the 800<sup>th</sup> anniversary of Chinggis Khan's coronation. It houses various state organs such as the State Great Khural and offices of its members, as well as the offices of the President and Prime Minister.

### **Gandan Monastery**

Gandan is the largest and most significant monastery in Mongolia, and one of Ulaanbaatar's most interesting sights. Built in the mid-19<sup>th</sup> century, it is the only monastery where Buddhist services continued to function even during the communist past. Temples are flocked by visitors during religious services that start at 10am and last until mid-day. The Migjid Janraisig Temple is an important part of Gandan Monastery. The temple houses the majestic new gilded statue of Migjid Janraisig, decorated with jewels. This 26-meter-high 20 tonne statue is a copy of another statue that was destroyed in the 1920s by communists. The statue was built with donations of Mongolian people as symbol of Buddhist revival in the mid-1990s.

### **Museum of National History**

Set up recently, the museum occupies the building of the former Museum of Revolution. The museum offers the richest collection on the history of Mongolia, from the Stone Age to modern times. It showcases the unique culture of the horse riding steppe nomads and their lifestyle. The exhibition contains many artifacts and arts, military equipment, and arms of Genghis Khan Warriors. Outside the museum, the large modern sculpture is a memorial for victims of the 1930s political repression. Also, it contains a collection including traditional Mongolian jewellery. It opens on Thursday-Sunday from 10am to 4pm, and on Monday and Tuesday from 10 am to 2pm. It is closed on Wednesday.

### **Choijin Lama Monastery**

The Choijin Lama Temple, built in 1904-1908, is a classic example of traditional Buddhist architecture. This was the home of Luvsan Haidav Choijin Lama, brother of Bogd Khaan and a prominent lama. The museum is famous for its collection of Buddhist artwork, original silk icons and tsam dancing masks.

### **Zaisan Hill**

This tall landmark in front of the city offers the best views of Ulaanbaatar City and the surrounding environment. The large monuments on the top of the hill were erected in memory of soldiers who died in World War II.

### **Shopping in Ulaanbaatar City**

There are many uniquely Mongolian artefacts for sale in Ulaanbaatar. Perhaps the most popular product with tourists is the high-quality cashmere. This can be bought from factory shops, department stores, and various museum shops. Camel hair is wonderfully warm and thicker than cashmere and comes in a natural tan color. It is slightly cheaper than cashmere, and is used to create beautiful waistcoats and jackets.

Traditional Mongolian art is very evocative of its unique culture, and various sizes of paintings are available on paper, canvas or wood as well as Buddhist Tankas on silk. This can be bought from museum shops, large hotel shops and art shops. For Buddhist paraphernalia, visitors are suggested to see Gandan Monastery and the shops there.

Sources : <https://www.discovermongolia.mn/the-capital-of-mongolia/>

## 12.4 Language

Mongolian, the official language of the country, is the principal language of education and government and spoken throughout the country. English is widely spoken and understood in Ulaanbaatar City.

## 12.5 Dietary Requirements

Whilst meat is a common ingredient in Mongolian cuisine, Ulaanbaatar offers a variety of restaurants serving a wide range of cuisines, and can cater for all tastes and dietary needs, including vegetarian, vegan, celiac and dairy-free options.

## 12.6 Time Zone

Ulaanbaatar Time (ULAT) is UTC/GMT +8 hours. There is no daylight-saving time in 2018.

## 12.7 Electricity

The electrical voltage in Mongolia is 220V 50Hz. Power sockets available in Mongolia are Type A, Type I, and Type C plugs.










## 12.8 Safety and Security

Hotels will report any theft cases to the nearest district police station. The police can provide a letter for insurance purposes. In an emergency, please call the police on 102 or the administrative officers.

## 12.9 Weather

In Mongolia the climate is continental, with long and frigid winters, and short and warm summers: the temperature range between winter and summer is wide. Precipitation is scarce, and is concentrated in summer. Summer in Ulaanbaatar is pleasant: highs in July and August are about 25.5°C (78 °F), with cold nights, around 11°C (52 °F). Occasionally, it can get cold even in summer, while during the day it can get hot: the temperature rarely exceeds 32/33 °C (90/91 °F), but sometimes it can reach 37/38 °C (99/100 °F).

### Forecast for July 2018:

SUN 7/1	MON 7/2	TUE 7/3	WED 7/4	THU 7/5	FRI 7/6	SAT 7/7
 20°/10° periods of rain	 21°/14° little morning rain	 24°/12° Partly sunny	 25°/13° Partly sunny	 26°/13° Partly sunny	 26°/14° Partly sunny	 27°/14° Partly sunny
Hist. Avg, 21°/10°	Hist. Avg, 21°/10°	Hist. Avg, 21°/11°	Hist. Avg, 21°/11°	Hist. Avg, 21°/11°	Hist. Avg, 21°/11°	Hist. Avg, 21°/11°

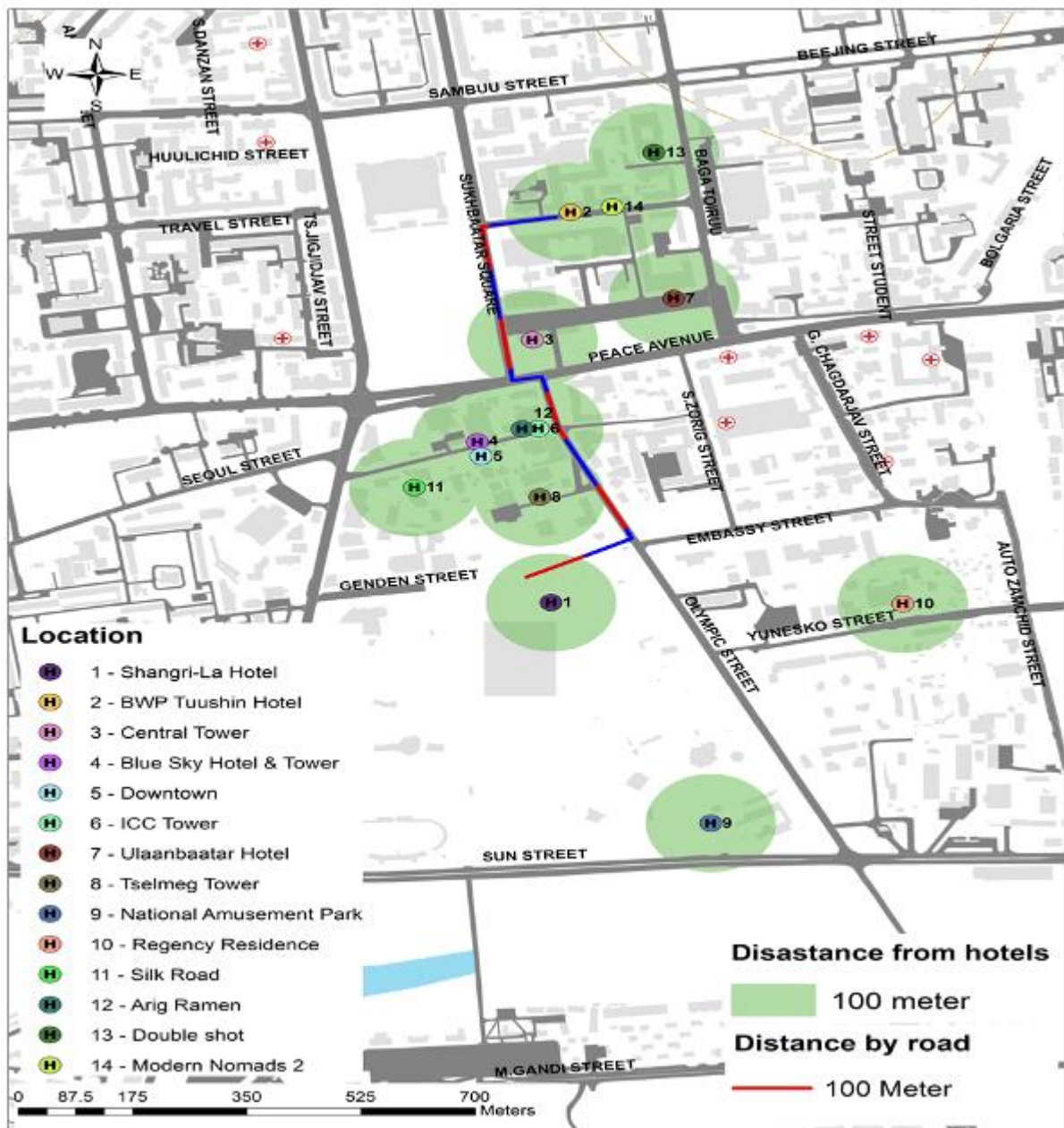
### **12.10 Traffic Rules**

In Mongolia, the traffic drives on the right-hand side of the road and participants are requested to be extra cautious when crossing roads.

### 13. FOOD FACILITIES

A range of food facilities will be available at the Shangri-La Hotel, Shangri-La Mall and Best Western Tuushin Premier Hotel at reasonable prices against payment to be made by the participants. The participants will have tea and coffee available at designated times during the Conference. Below is the map and the list of the restaurants and coffee shops respectively. Some of them offer special prices for AMCDRR participants. Participants are requested to wear their conference badges when visiting the dining spots.

Location of dining spots nearby the conference main venues



Location number on map	Name	Location	Capacity	Service
1	Naadam	Shangri-La Hotel 2F	100-120 (60 Terrace)	European cuisine
1	Cafe Park	Shangri-La Hotel 1F	200-250	Buffet
1	Hutong	Shangri-La Hotel 3F	60-80	VIP Chinese restaurant
1	Food Park	Shangri-La Mall 4F	150	Fast Food
1	Broaster Chicken	Shangri-La Mall 4F	50-60	Chicken
1	Coffee Bean	Shangri-La Mall 4F	100	Coffee shop
1	Ruby Juicy	Shangri-La Mall 4F	40	
1	Mongolian's 2	Shangri-La Mall 4F	80	European, Mongolian cuisine
2	Prime Grill	BWP Tuushin Hotel 3F	100	Asian, Mongolian, European cuisine
2	Premiere Lounge	BWP Tuushin Hotel 25F	100	European cuisine
3	Monet Restaurant	Central Tower 17F	120	
3	Akamaru	Central Tower 3F	30	Japanese cuisine
3	Biwon	Central Tower 3F	80	Korean cuisine
4	Seasons all-day Korean Restaurant	Blue Sky Hotel & Tower 2F	180	European cuisine
4	Le Seoul Korean Restaurant	Blue Sky Hotel & Tower 2F	64	Korean cuisine
4	Zen Japanese Restaurant	Blue Sky Hotel & Tower 2F	40	Japanese cuisine
4	Jade Hot Pot Restaurant	Blue Sky Hotel & Tower 2F	80	Chinese cuisine
5	New Avenue	Downtown 2F	70-80	European cuisine grill
6	Rock Salt Restaurant & Lounge	ICC Tower 4F	80	
7	Da Khuree	Ulaanbaatar Hotel	25	Mongolian cuisine
7	UB Bistro	Ulaanbaatar Hotel	40	European cuisine
8	Chojin Temple Restaurant	Tselmeg Tower 1F	60	European, Mediterranean cuisine
9	Park Cafe	National Amusement Park	200	Asian, European Cuisine
10	Mexikhan & Guantanamera Restaurant	Regency Residence 1F	80-120	Latino cuisine
11	Silk Road	3 minutes' walk from Shangri-La	50-80	Italian cuisine
12	Arig Ramen	Central Tower 3F	60	Japanese Ramen
13	Double Shot	Adjacent to Best Western Tuushin	100	Mongolian cuisine
14	Modern Nomads 2	Adjacent to Best Western Tuushin	230	Mongolian cuisine
3	Asian	Central Tower 3F	130	Chinese, Mongolian, Japanese cuisine
3	Sky	Central Tower 17F	100	European cuisine

## 14. INFORMATION DESK

Information desks will operate daily during the Conference at the Airport, Shangri-La Hotel, Best Western Tuushin Premier Hotel and Sukhbaatar Square.

## 15. SIM CARDS FOR MOBILE PHONES

Website: <https://www.unitel.mn/unitel/toursim>

### Where to buy?

Tuushin Hotel

Shangri-La Hotel

Chinggis Khaan International Airport



## 16. KEY CONTACTS IN THE SECRETARIAT

Govt. of Mongolia	UNISDR
<b>amcdrr2018@nema.gov.mn</b>	<b>isdr-bkk@un.org</b>
<i>Contact persons</i>	<i>Contact persons</i>
Mr. Baasansuren Demberelnyam Director of Disaster Risk Management, National Emergency Management Agency (NEMA) <baasansuren.ochir@gmail.com>	Dr Animesh Kumar Deputy Chief UNISDR Regional Office for Asia and the Pacific <animesh.kumar@un.org>
Ms. Ariunaa Chadraabal Head of Foreign Relations Division, NEMA <ariunaach@nema.gov.mn >	Mr. Surachai Srisa-ard Administrative Assistant UNISDR Regional Office for Asia and the Pacific <srisa-ard@un.org>
Ms. Altanchimeg Shaazan Advisor of the AMCDRR 2018 Secretariat, Government of Mongolia <altanchimeg.sh@nema.gov.mn>	
Address: National Emergency Management Agency, Partizan's Street-6, Sukhbaatar District, Ulaanbaatar-14250, Mongolia	Address: United Nations Office for Disaster Risk Reduction, Regional Office for Asia and the Pacific, United Nations Secretariat Building, 7 <sup>th</sup> floor, Block B, Rajdamnern Nok Avenue, Bangkok-10200, Thailand

All updates are available at: [www.unisdr.org/amcdrr2018](http://www.unisdr.org/amcdrr2018)