



GLOBAL GREEN FINANCE LEADERSHIP PROGRAM

Seminar on Policy Frameworks for Sustainable Finance in Emerging Economies

Beijing, China

November 6-7, 2018

Administrative Circular

This Administrative Circular (AC) provides logistical and other general information about arrangements for this program.

Welcome Reception

Time: 19:00-20:30, November 5

Address: 3F, Crowne Plaza Hotel, Yunnan Dasha, North-East Corner of Taiyanggong Bridge, Beijing

Note: Please advise us if you have any dietary or access requirements.

Seminar

Time: November 6-7

Address: Crowne Plaza Hotel, Yunnan Dasha, North-East Corner of Taiyanggong Bridge, Beijing

Accommodation

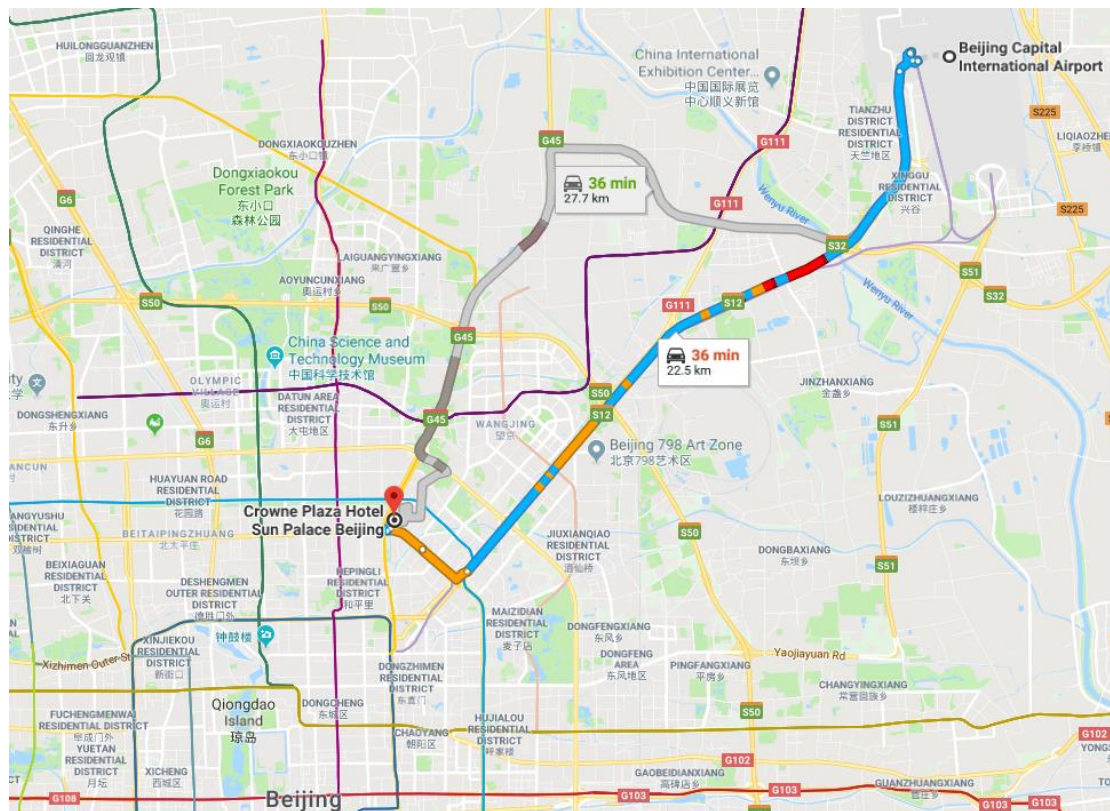
Beijing: November 5-7

Hotel: Crowne Plaza Hotel Sun Palace Beijing (北京新云南皇冠假日酒店)

Address: Yunnan Dasha, North-East Corner of Taiyanggong Bridge, Beijing
(中国北京朝阳区东北三环, 西坝河, 太阳宫桥东北角)

Hotel contact: Cathy Liu, M: +86 13718929219, E: cathy.liu@cpsunpalace.cn

Map:

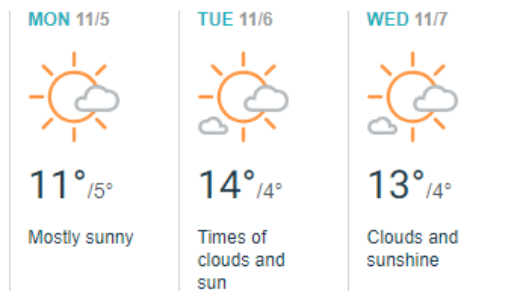


Note:

- 1) It takes 40 minutes by taxi from Beijing Capital International Airport to Crowne Plaza Hotel Sun Palace Beijing. The taxi fare is about 75 RMB.
- 2) Most of the taxi drivers can speak little English, you are advised to keep the name of your hotel written in Chinese and show it to the taxi driver.

General Information

- **Time zone:** China is 12 hours ahead of Washington DC, USA
- **Electricity:** 220V, 50HZ
- **Drinking water:** It is not recommended to drink water directly from the tap
- **Currency: RMB.** It is best to exchange Chinese Yuan in advance, because credit cards are not acceptable for most local services. (for example, taxi)
- **Exchange rate:** RMB 6.91/US\$ 1 (as of August 16, 2018)
- **Tipping:** Tipping is not a common practice in China.
- **Medical emergencies:** The Leadership Program organizers and the hotel will not be responsible for any incident such as death, sickness, injury or any other liabilities suffered during the participants travel to and from their home country, in China and during the program duration. Participants are therefore encouraged to purchase their own travel insurance. Please bring some medicine with you according to your own circumstances, and with the consideration of weather/common health problems (cold/flu, travel sick, etc)
- **Cellphone:** Please make sure that you cell phone works in China if you would like to use your cell phone from your home country.
- **Weather: Beijing (Nov 5-7)**





Green Finance Leadership Program Website: www.gflp.org.cn

All material related to the Leadership Program and other aspects related to green finance in China and the world will be uploaded and updated to the website.

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