

*Protocol at the Airport,
Transportation &
Sightseeing Excursion*



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Protocol at the Airport

Principles

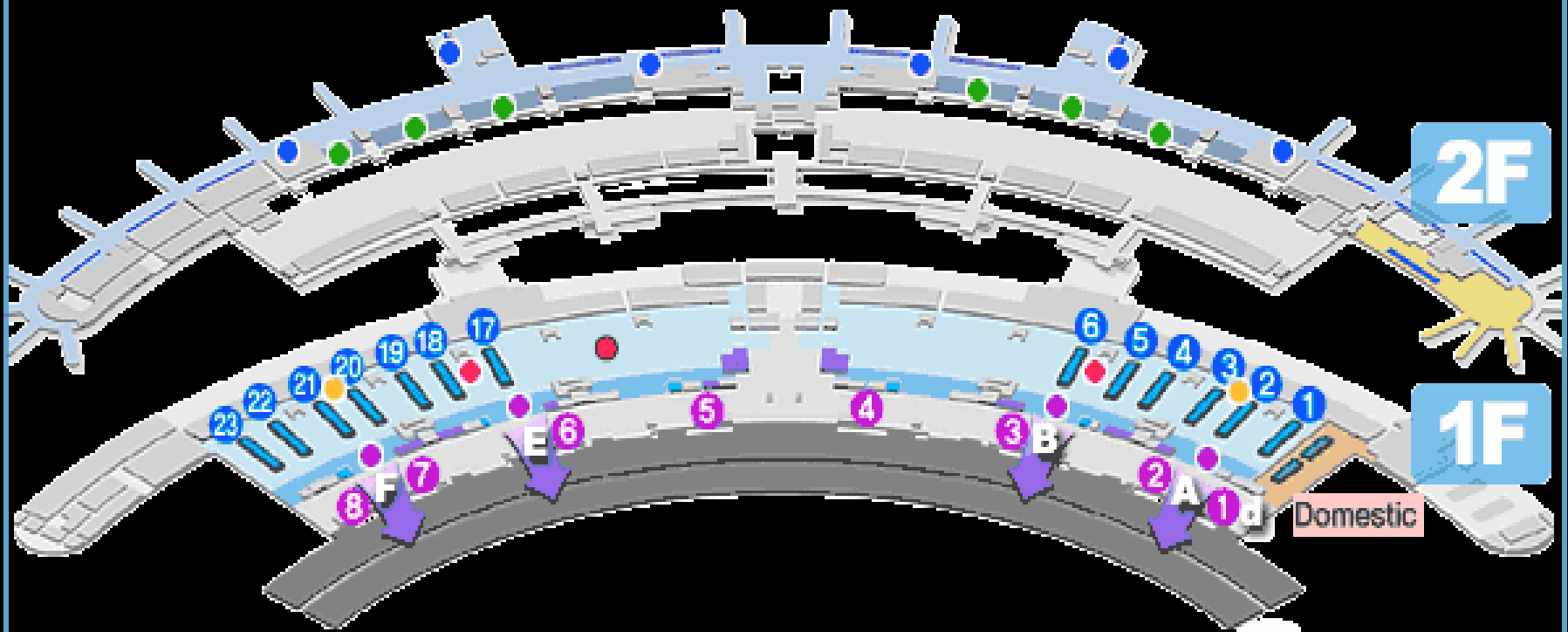
- All Delegations will be greeted by a protocol officer(s) at the Passenger Boarding Bridge.
- Ministerial-Level-Participants and above may use the VIP Suites on the 3rd Floor. A senior Ministry official will receive them at the VIP Suites.
- Embassies are kindly requested to be responsible for the escort of their own Delegations at the Airport.

VIP Suites

- The VIP Suites are available only to ministerial-level-participants and above.
 - Only one additional member and one additional Security Officer accompanying the VIPs are allowed to use the VIP Suites together with the VIPs.
- The Ministerial-level-participants arriving AT the exit E or F on the West side are strongly recommended not to use the VIP Suites and to go to the Parking place on the West end.
- The VIPs at the level of heads of legislature, the judiciary, and the administration and above, including Crown Princes may use the 'double door' which allows the direct access to and from the VIP Suites and the Duty Free Area.

Map for Arrival

- Quarantine officer
- Immigration officer
- Over-sized Baggage
- Lost & Found
- 1-23 Baggage Carousel
- Customs Immigration
- Airport Exhibition Hall
- 1-8 Airport Information
- A-F Entrance



M.L. Participants' Route for Arrival

VIPs' Route

- ① Boarding Bridge
- ② CIQ Area
- ③ Exit Door on the 1st Fl.
- ④ Moving to the East End
- ⑤ VIP Suites on the 3rd Fl.
- ⑥ Parking Lot on the East End.

A P.O. & an Accompanying member to the VIPs

- ① Boarding Bridge
- ② CIQ Area
 - Immigration Check
 - Luggage Collection
- ③ Exit Door on the 1st Fl.
- ④ Moving to the East End
 - Moving to the Parking Place
 - Loading Luggage to VIP Cars
- ⑤ VIP Suites on the 3rd Fl.
- ⑥ Parking Lot on the East End.

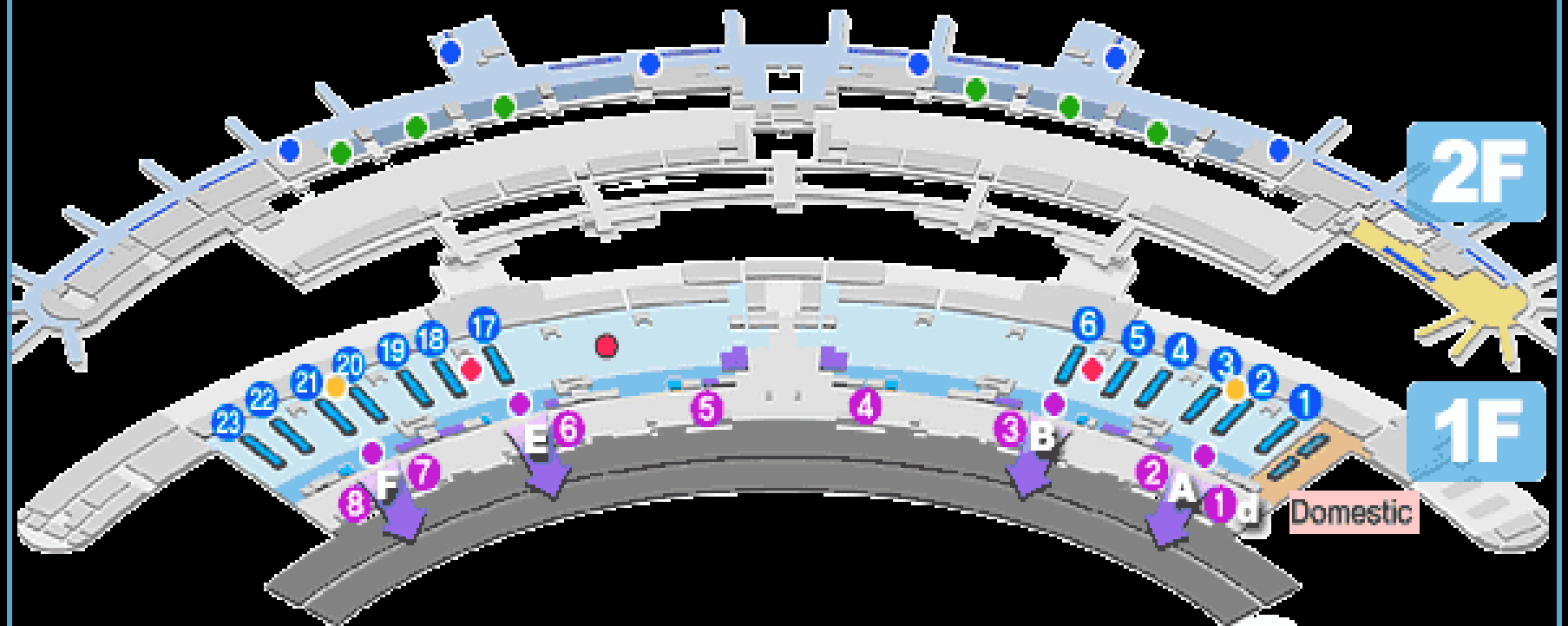
Routes for the Other Delegations



- ① Boarding Bridge
- ② CIQ Area
- ③ Exit Door on the 1st Fl.
- ④ Moving to the Parking Places on either end if cars are provided by their embassies; or
Using Public Transportation

Map for Arrival

- Quarantine officer
- Immigration officer
- Over-sized Baggage
- Lost & Found
- 1-23 Baggage Carousel
- Customs Immigration
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M.L.VIPs' Route for Departure

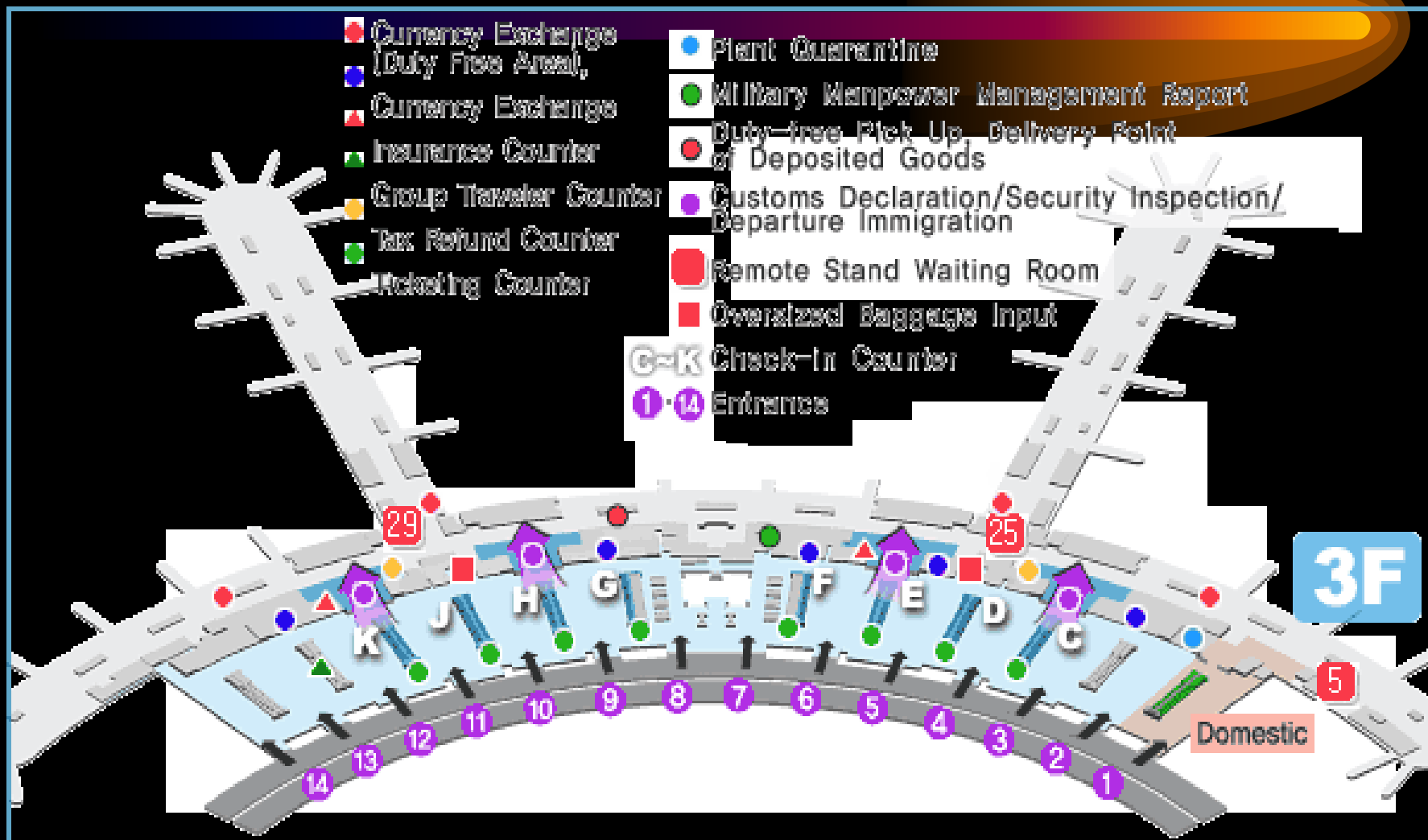
VIPs' Route

- ①VIP Suites on the 3rd Fl.
- ②Entrance on the 3rd Fl.
- ③Departure Immigration
- ④Boarding Bridge

A P.O & an Accompanying Member to the VIPs.

- ①VIP Suites on the 3rd Fl.
 - Departure Immigration Procedure
 - Return to the VIP Suites
- ②Entrance on the 3rd Fl.
- ③Departure Immigration
- ④Boarding Bridge

Map for Departure



Tips for All Guests at the Airport

- For the Immigration check, Use the booth dedicated for Diplomats.
- Use the 1st Class or Business Class lounge provided by Airlines for departure, if applicable.
- Use AALCO Information Desk located on both the West & East Side for information.
- Ask AALCO Protocol Officers at some places around the Airport, if necessary.
- Visit Web site for the Airport:www.airport.or.kr



Important Points

- The Early notification on the Arrival and Departure time of the Delegation by June 11.
- The Early notification on pistols or radio equipment by the first week of June, if applicable.
- The Early Notification on the Arrival by Special Flight by the end of May, if applicable.
 - Incheon Airport preferable.
 - Type, Registration Number, Radio Call Sign, number of Crew member, name of Captain, itinerary required.

Transportation at the Airport

- All the Delegations are welcome to use vehicles provided by their Embassies in Seoul.
 - If not available, the Ministry is willing to provide a car for the M.L. VIPs.
- All the Guests may use public transportation unless the embassies provide cars for them.
 - Airport Limousine or Taxi
- When an Embassy provides a car for its own delegation, early notification to the Ministry is required for the parking and transportation plan.

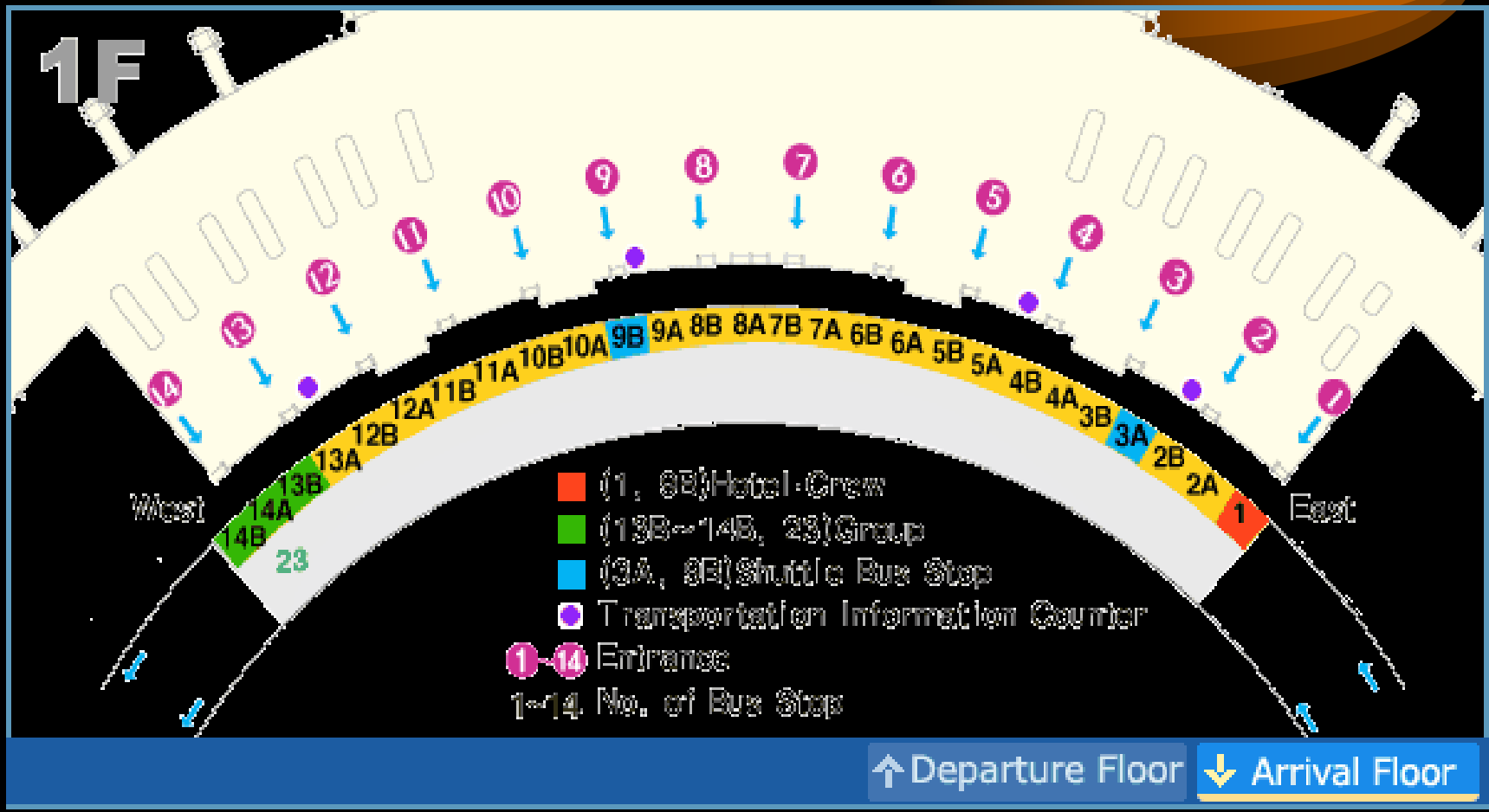
Limousine Bus

- Recommended Type: Hotels Deluxe Limousine
- Location: 4B or 11A
- Interval: 20 min
- Estimated time: 60 min
- Fare: 11,000 KRW(less than 10 USD)
- Destination: Chosun Hotel, Hotel Lotte(President Hotel)

*New Seoul Hotel:

- 20 min Walking Distance from Chosun Hotel or
- Standard Limousine Bus Route 601 at the Airport
(6A, 12B; 20 min; 90 min; 5,500 KRW; Koreana Hotel Stop)

Map for Transportation



Taxi

- Type: Standard Taxi, Deluxe Taxi, Jumbo Taxi
- Location: Near 8A, 8B
- Estimated Time: 60 min
- Estimated Fare
 - Standard Taxi: 36,000 KRW
 - Deluxe Taxi, Jumbo Taxi: 63,000 KRW

Sightseeing Excursion

- Date & Time: June 20, 09:00-12:30
- Places
 - Bukak Sky Way(Blue House)(30 min)
 - Changdock Palace with Secret Garden(50 min)
 - Insadong Antique Alley(50 min)
 - Namdaemun Market(50 min)
- Transportation: All Guests will be moving by bus
- English Guide will be available during the tour.
- Travel Registration form will be distributed.

Miscellaneous

- For those who stay at New Seoul Hotel, van service will be provided for the transportation from the Hotel to the Conference room.

-The End-



- Thank You.