



**Fostering Innovation
Amid Global Challenges:
A Public Sector Perspective**


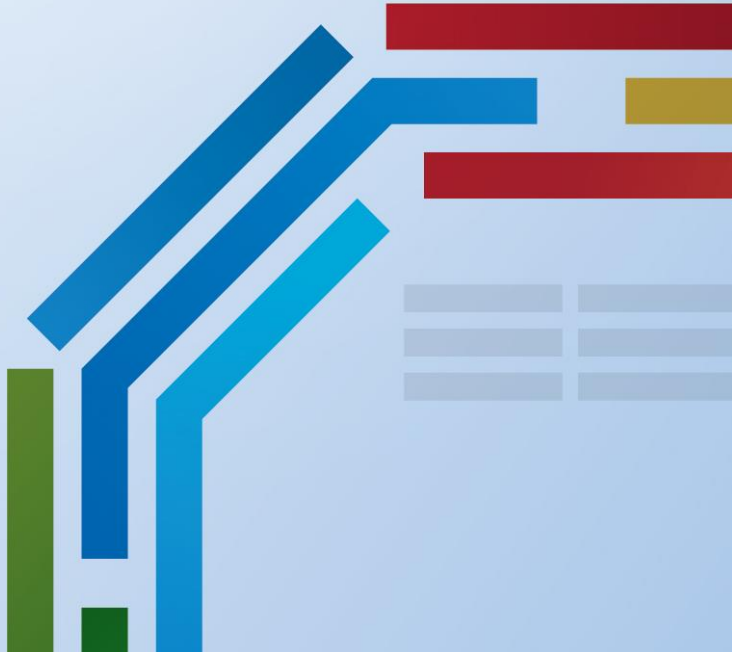
24-26 June 2024
Incheon, Republic of Korea



INFORMATION NOTE

United Nations Public Service Forum & Awards Ceremony 24-26 June 2024

Organised by
the United Nations Department of Economic and Social Affairs (UN DESA)
Division for Public Institutions and Digital Government (DPIDG)
with the Ministry of the Interior and Safety of the Republic of Korea (MOIS)



VENUE



The 2024 United Nations Public Service Forum and Awards Ceremony will be held at Songdo Convensia Conference Center in Incheon, Republic of Korea, from 24 to 26 June 2024.

The official proceedings will take place in Grand Ballroom A+B, whilst Parallel Workshops and other side events will be hosted in meeting rooms on the first floor of the Conference Center.

Address: Songdo Convensia, 123 Central Street, Yeonsu-gu, Incheon 21998
Republic of Korea
(Korean) (21998) 인천광역시 연수구 센트럴로 123 (송도동 6-1)
송도 컨벤시아

VISA REQUIREMENTS

Obtaining a visa is the responsibility of the participant. Please check the visa requirement for your nationality at the following site:

https://www.immigration.go.kr/immigration_eng/index.do

For participants coming from countries included in the K-ETA agreement (112 countries), they can register online for K-ETA approval at this link: <https://www.k-eta.go.kr/>. The application fee is KRW 10,000 (~ \$8). The K-ETA approval will be sent between 24 hours to a few days after application. K-ETA is valid for up to 2 years and allows a stay of 30, 60 or 90 days (up to 6 months for Canadian passport holders) in the Republic of Korea, depending on each country's Visa Waiver Agreement.

Upon arrival at Incheon International Airport, participants need to show their passports when passing immigration to enter the Republic of Korea. Please note that 22 countries/regions are currently temporarily exempt from K-ETA (Australia, Austria, Belgium, Canada, Denmark, Finland, France, Germany, Hong Kong, Italy, Japan, Macao, Netherlands, New Zealand, Norway, Poland, Singapore, Spain, Sweden, Taiwan, UK, US (including Guam)). More detailed information can be found on the K-ETA website: <https://www.k-eta.go.kr/>

If your country is not listed and you require an entry visa to the Republic of Korea, please apply for and obtain a visa at the nearest Korean Embassy or Consulate General in your country prior to departure. Please note participants are responsible for making applications for and obtaining their visas. Please also note that it is the responsibility of the participants to arrange for transit visas.

Visa support letters can be issued by the organisers upon request. In such a case, please contact support@2024unpsf.or.kr.

CHECKLIST FOR FOREIGNERS TRAVELLING TO THE REPUBLIC OF KOREA

Covid-19 travel restrictions in Korea have been eased for international visitors. There are no quarantine requirements for people entering Korea, including unvaccinated people. Vaccination is NOT a requirement for entry into Korea.

No Covid-19 testing is required for pre-departure and on arrival.

HEALTH INSURANCE

All participants are strongly encouraged to have health travel insurance before travelling. Emergency and hospital claims are not covered by the United Nations, Ministry of the Interior and Safety, or the public Korean health system. Again, the cost of medical treatment and quarantine related to COVID-19 are solely covered by the participant. Please contact your insurance provider or travel agency well in advance.

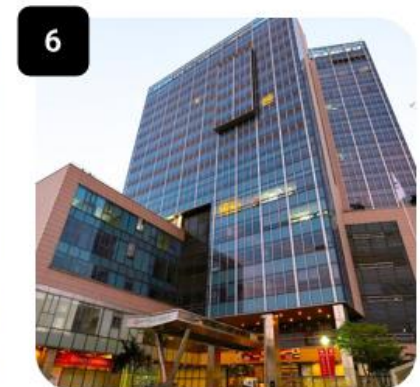
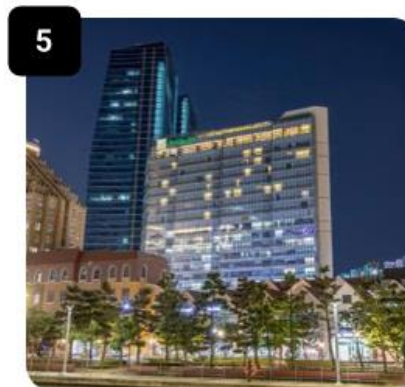
Below are some medical centres available in Incheon:

1. **Dr Rhee's Clinic:** 2F, 13-53 Incheon Tower Street, Songdo 2-dong, Yeonsu-gu, Incheon (+82-32-833-7119)
2. **Plus Hospital:** 54 Convensia-daero 230 beon-gil, Yeonsu-gu, Incheon (+82 1533-3164)
3. **Gacheon University Gil Hospital Emergency Centre (bigger hospital in Incheon):** 1141-25 Guwol-dong, Namdong-gu, Incheon (+8210-6272-9567 – Matthew, English translator)

ACCOMMODATION

Participants are responsible for making their own accommodation arrangements. Reservations should be made directly with the preferred hotel as soon as possible and must be booked with a credit card. You can refer to the 2024 UNPSF website for price estimates and discount details (where eligible) on some of the recommended hotels listed below: <https://2024unpsf.or.kr/accommodation>

1. Sheraton Grand Incheon Hotel (5★)
 - (1-minute walking distance) 153 Convensia Road, Yeonsu-gu, Incheon
2. Oakwood Premier Incheon (5★)
 - (1-minute walking distance) 165 Convensia Road, Yeonsu-gu, Incheon
3. Orakai Songdo Park Hotel (4★)
 - (3-minute walking distance) 151 Technopark Road, Yeonsu-gu, Incheon
4. Songdo Central Park Hotel (4★)
 - (3-minute drive) 193 Technopark Road, Yeonsu-gu, Incheon
5. Holiday Inn Incheon Songdo (4★)
 - (5-minute drive) 251 Incheon Tower Road, Yeonsu-gu, Incheon
6. Bridge Hotel Incheon Songdo (3★)
 - (5-minute drive) 233 Convensia Road, Yeonsu-gu, Incheon



TRANSPORTATION

Airport ↔ Hotels in Songdo

Transport between Incheon International Airport and the hotels will NOT be provided. Participants must arrange their own transportation to their hotels. If you require specific accessibility accommodations, please inform us at the time of registration so that we can offer the necessary assistance.

A variety of public transportation options are available from the airport to the hotels and to Songdo Convensia Conference Centre, the venue of the Forum. We recommend using the airport limousine bus (Bus no. 6777) for direct transportation to your hotel. Tickets can be purchased at the airport from ticket booths or machines, which accept both cash and credit cards.

The cost of transportation varies: approximately KRW 2,400 for a public bus, KRW 8,000 for the Airport limousine bus, and up to KRW 40,000 plus a KRW 5,500 toll fee for a taxi (approximately USD 25).

For convenient travel around the convention centre and nearby areas, we highly recommend using a transit card (T-money). This prepaid card can be purchased and topped up at convenience stores within the airport. Many public transport systems provide facilities to charge these cards, but please note that cash is required for top-ups.

Please be aware that not all local buses accept cash. Thus, it is advisable to obtain a T-money card upon arrival at the airport to ensure smooth travel during your stay. Also, on your return to the airport, you can conveniently use your T-money card to board the bus, provided that your card has sufficient balance. Just tap your card when you get on.

Recommended Hotels ↔ Songdo Convensia Conference Centre

A shuttle bus service will operate between Bridge Hotel, Holiday Inn, Songdo Central Park, Orakai Songdo Park Hotels and Songdo Convensia Conference Centre at the beginning and end of each day. For more details including the operating times and schedule, please refer to the Forum website nearer the time, or consult the Forum Info Desk at each of the above hotels.

Airport limousine bus from Incheon International Airport to Songdo Convensia



Bus No.	Platform	Drop-off Spot	Travel Time	Fare (KRW)
6777	T1: No. 2, 1F T2: Transportation Centre No. 17, B1	Central Park Station	30-40 mins	8,000

Route Schedule

Bus Schedule (Terminal 1)	07:30	08:30	09:30	11:05	12:55	14:35
	15:45	17:25	19:05	19:30	21:00	22:00
Bus Schedule (Terminal 2)	07:10	08:10	09:10	10:45	12:35	14:15
	15:25	17:05	18:45	19:10	20:40	21:40



Bus No.	Platform	Drop-off Spot	Travel Time	Fare (KRW)
6777-1	T1: No. 2, 1F T2: Transportation Centre No. 17, B1	Central Park Station	30-40 mins	8,000

Route Schedule

Bus Schedule (Terminal 1)	08:00	09:00	10:00	12:00	13:45	15:10
	16:35	18:15	19:20	20:15	21:30	
Bus Schedule (Terminal 2)	07:40	08:40	09:40	11:40	13:25	14:50
	16:15	17:55	19:00	19:55	21:10	



Taxis

International taxis: 1644-2255
<https://www.intltaxi.co.kr/>

Regular taxis*: Base fare 4,800 KRW
 Stop location for Terminal 1: 5C, 6C, 6D
 Stop location for Terminal 2: 3C, 3D

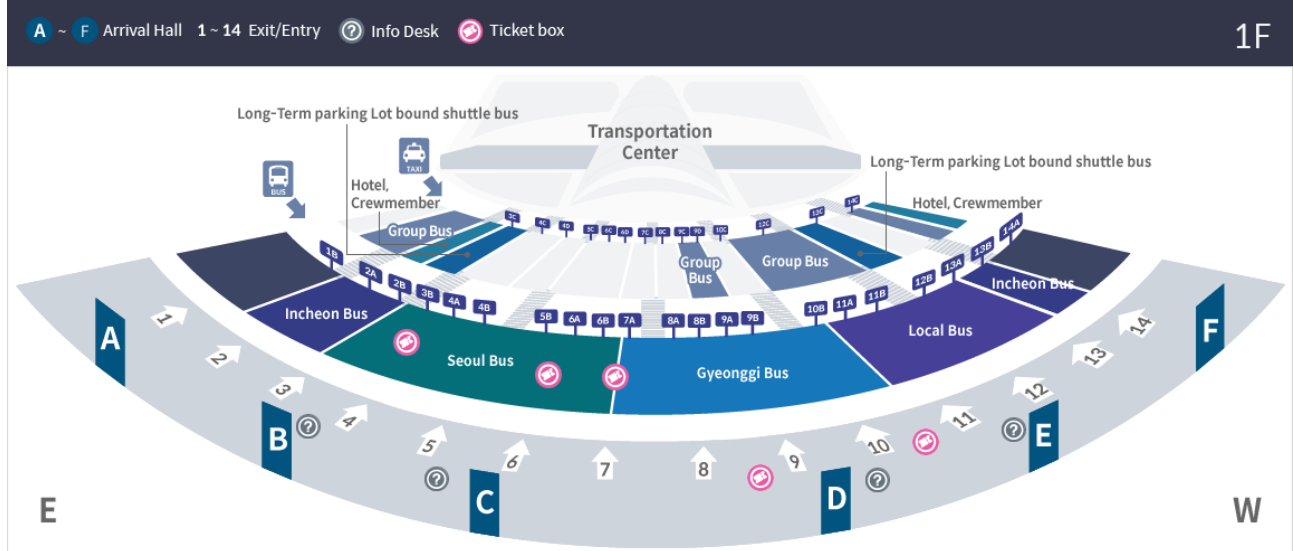
*Variable additional late-night charges apply between 22:00 and 04:00 depending on the time you are travelling. The surcharge is between 20% to 40% increase in fare depending on the time you are travelling.

Please note, black taxis (both vehicle and van types) are premium taxis with a higher base rate.

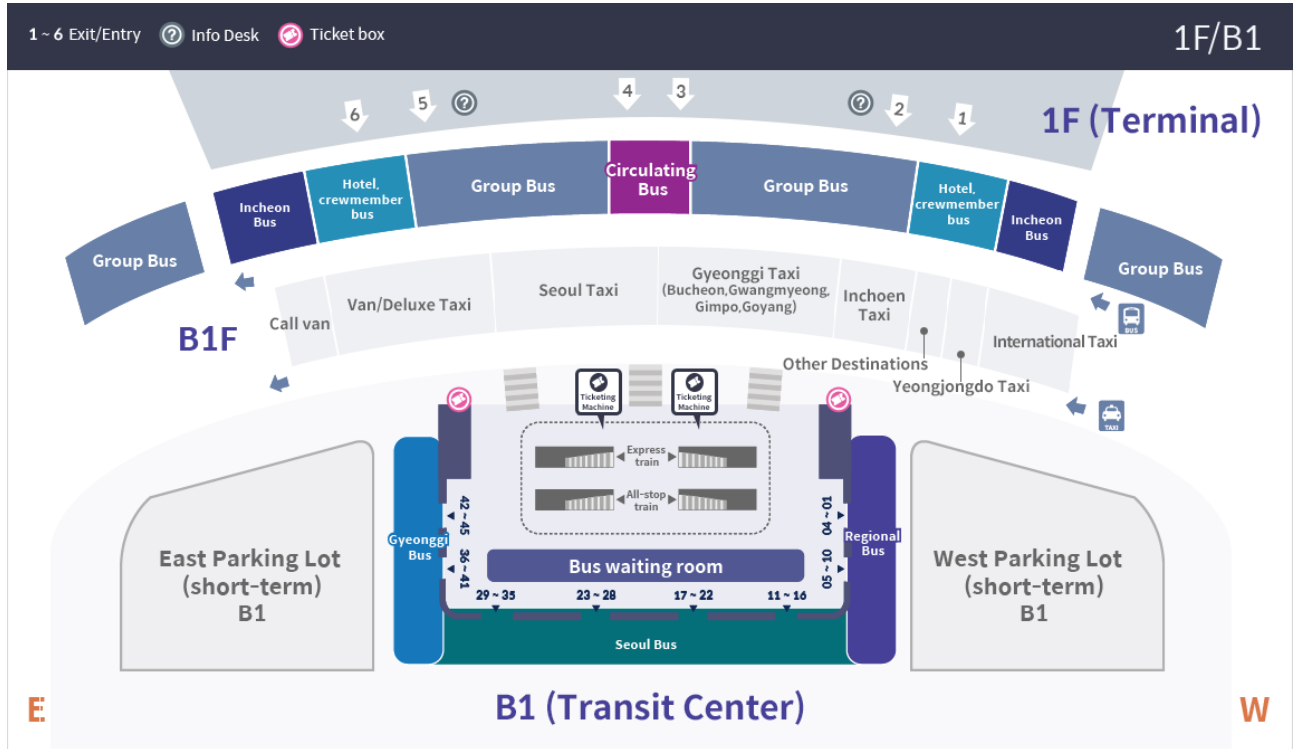


From left to right:
 Regular taxi,
 Premium taxi,
 Oversized taxi

TERMINAL 1










TERMINAL 2



RESTAURANTS

During the Forum, the organisers will provide lunch and coffee at designated times. There will also be a Welcome Dinner for invited guests on Day 1.

There are many restaurants located on the first floor of Songdo Convensia, the Forum venue, for additional dining needs.

Restaurant	Cuisine	Caters	Telephone
 Rainbow Chaihong	Chinese	170	+82-32-858-0111
 Fall in Sushi	Sushi	30	+82-32-218-1114
 Gahoe-dong Shabu & Kalguksu	Korean	140	+82-32-816-2208
 Samgyo-ri dongchimi makguksu	Korean	80	+82-32-715-4220
 Hocheondang	Japanese	44	+82-32-715-8130
 Gyeongseong hanwoo bulgogi	Korean	72	+82-32-715-4592
 Songto	Korean	100	+82-32-422-3053

Additional Restaurants in the area

- The Orakai Songdo Park Hotel restaurants located on the 1st floor (Thirsty Monk) and 19th floor (Level 19) offer vegetarian options.
- Swagat: Indian restaurant, 124 Harmony-ro, Yeonsu-gu, Incheon 21998
- Addio a Napoli Pizzeria: Italian restaurant, 1F Songdo Millennium Building, 69 Convensia-daero, Yeonsu-gu, Incheon 21995
- Choo Choo's Asian Tapas Dining: Asian restaurant, S1 Tower, 168-2 Haedoji-ro, Yeonsu-gu, Incheon 22002
- Yoldubakuni: Korean restaurant, 7 Sinsong-ro 125beon-gil, Yeonsu-gu, Incheon 21995

- Manokamana: Indian restaurant, 1F G Building, 107 Haedoji-ro, Yeonsu-gu, Incheon 21997

Halal Restaurants in Yeonsu-gu, Incheon (slightly further away from Songdo Convensia)

- Bombay Brau: Indian restaurant, 160 Central-ro, Songdo-dong, Yeonsu-gu, Incheon
- Alyamani Corner: Yemeni restaurant, 552-8 Ongnyeon 1-dong, Yeonsu-gu, Incheon
- Dera Restaurant: Pakistani restaurant, 6 Dokbae-ro, Yeonsu-gu, Incheon

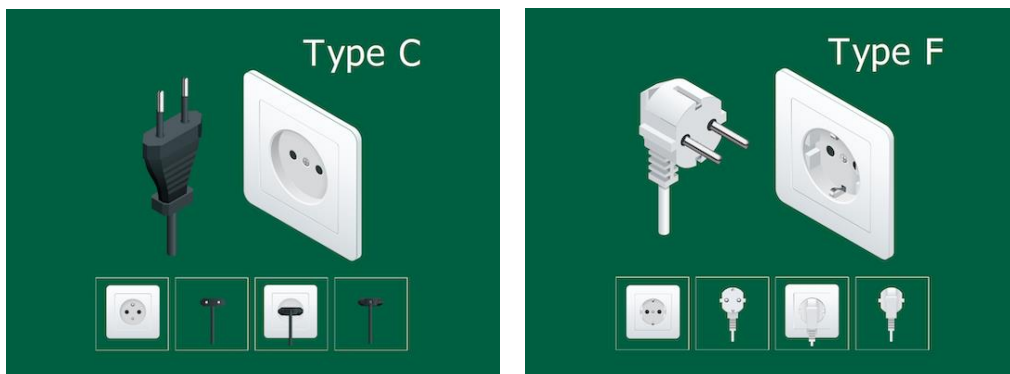
MISCELLANEOUS

Weather: June temperatures in Incheon range between a low of 18°C and a high of 27°C. To find the current weather in Incheon, please visit the website of the Korean Meteorological Administration: <http://web.kma.go.kr/eng/index.jsp>

Time Difference: Incheon uses Korea Standard Time (KST), which is 9 hours ahead of GMT (Standard Time).

Attire: Professional or a business dress code, including those appropriate to your culture, is recommended for the Forum.

Electricity Supply: The voltage in Korea is 220 volts at 60Hz on the following outlets. Please carry the necessary outlets for your use. The organiser does not provide these electronic appliances.



Internet: Wi-Fi internet access will be available throughout the meeting. Free Wi-Fi is also common in many cafes and at Korean airports.

Language: Korean (Hangul) is the official language in Korea. Airport and major hotel staff speak English, but this may not be common among all taxi drivers or restaurant workers – with the exception of downtown tourist areas. Participants can download a translator app to go around the city.

Currency: Korean won (KRW) 1 USD ≈ 1,350 KRW, with normal market fluctuations

For Currency Exchange, participants can do so both at Terminal 1 and Terminal 2 of Incheon Airport. Woori Bank Currency Exchange at Terminal 1 is open 24 hours, but other

counters have extensive opening hours, so participants who wish to exchange currency upon arrival should check which counter is more convenient to go to at this link:

https://www.airport.kr/ap/en/svc/getFacilityMain.do?CTGRY_ID=11&UPPER_ID=111

Bank: Mastercard and VISA are the most widely accepted cards at stores and restaurants in Korea. Some may also accept American Express and Diners Club cards, but the most popular and widely accepted are Mastercard and VISA.


Cash advance service: If participants wish to withdraw cash, one should look for a 'global' ATM, especially those found in the banks (some ATMs will only work with Korean cards). Note that ATMs found at subway stations or convenience stores have higher withdrawal fees. At the ATM, click on 'Foreign card' or 'English' (often at the bottom right-hand side of the screen) and insert your card to proceed.

CONTACTS

For further administrative information during the meeting, please contact:

support@2024unpsf.or.kr

 119 for Emergency (Fire & Ambulance)

 1339 for Medical Emergencies

 for Police

 for Foreign Traveller Hotline