

UN-ATAF Workshop on Transfer Pricing
Administrative Aspects and Recent Developments

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INFORMATION NOTE

General

The UN-ATAF Workshop on Transfer Pricing Administrative Aspects and Recent Developments will be held in !"#lwinil\$wa!iland on %& December ' ()*# between + am and , pm-

Venue

The . o"rse will be held at the Ro/al \$wa!i \$pa 01an2"et 3all '4 located at 5ain Road !"#lwinil\$wa!iland- 6obamba 3) (#\$wa!iland-

Travel

Visa

Participants should obtain a visa through the Consulate o !"#a#iland in their ho\$e countr%&i re' uired(Alternativel/# and in coordination with the \$wa!iland Reven"e A"thorit/# participants who have s"bmitted the visa application forms will be iss"ed visa "pon arrival-

Air ticket

The electronic ticket will be iss"ed b/ American 9press Travel and a tentative itinerar/ will be sent to participants prior to the iss"ance of the ticket- Tickets will be iss"ed b/ American 9press once the/ have received the a"thori!ation from the United Nations-

Please remember to)EEP A** +O, R - OAR. ING PA!!E!-

Allowances

Participants are entitled to receive Dail/ \$"bsistence Allowance 0D\$A# to cover hotel accommodation# meals and incidentals - estimated at U\$: ' ' ;-(per night sta/ 0appro9- , !/0812(33# and Terminal 9penses 0T 4 to cover airport-hotel-airport transfers at :), '- Please note that the D\$A entitlement ma/ change if participants arrive in 5an!ini after ; December# or depart before + December-

Participants will be iss"ed *, < of their D\$A which will be deposited directl/ to their bank- Upon completion of /o"r trip# /o" are re2"ired to s"bmit all boarding passes and copies of changes to /o"r ticket 0if an/4 to claim the balance of ' , < D\$A and T -

Special Note

Participants who arrive earlier and/or depart later due to flight availability/ will be provided with additional days of DSA- This additional DSA# if an/# will be settled after the travel is completed and deposited to /o"r bank acco"nt-

Organization and programme of the Event

Please see the concept note and programme of the event-

* language and Interpretation

The working language of the meeting is English ? French-

Accommodation

Hotel

Participants are required to make their own hotel bookings at a hotel of their choice- Please find attached a list of hotels available in the area-

Contact Information

For substantive information
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For administrative/travel related information