

Information for Participants

The 25th Meeting of RCA National Representatives, 26th – 28th May 2003, Colombo, Sri Lanka.

As the hosting institution, the Atomic Energy Authority of Sri Lanka wishes to welcome you for participation at the above meeting. We have appended below some information which will be useful on your arrival and for participation at the meeting.

1. Host Institution :- Atomic Energy Authority (AEA) of Sri Lanka.

Address :- No. 60/460, Baseline Road, Orugodawatta, Wellampitiya, Sri Lanka.

Telephone :- 94 1 533427, 533428, 533449

Fax :- 94 1 533448

Email :- srlaea@slt.lk
2. Venue of the meeting :- Salon Anthurium – Galadari Hotel
3. Venue of the opening ceremony and Registration :- Ball Room – Galadari Hotel
(on 26th May 2003, at 9.00 a.m.)
4. Hotel Accommodation :- Galadari Hotel, 64, Lotus Road, Colombo 01.
Tel.: 94 1 544544 Fax : 94 1 544585
E-mail : galadari@slt.lk
Internet : www.lanka.net/galadari
www.galadarihotel.com
5. Room Rates :-
 - a) Single Room Only basis = US\$ 55.00 + 10% S.C. + 10% VAT, per night
= US\$ 66.55
 - b) Single Room inclusive of Breakfast = US\$ 59.00 + 10% S.C. + 10% VAT, per night
= US\$ 71.39

The participants are required to stay at the hotel during the full period of the meeting.

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6. Port of Arrival :- The Colombo International Airport is, 40 km, away from the city of Colombo. You will be met at the Airport by a Galadari Hotel representative and transport will be arranged to Hotel, by the hotel representative. Please note the transport arrangement is done by the AEA with the collaboration of the hotel and you are not required to pay for transportation.
7. Visas :- We will inform our mission in your country to assist you in issuance of visa.
8. Registration of Participants :- Registration of participants will start at 9.00 a.m. at the venue of the inaugural Ceremony.
9. Inaugural Ceremony :- The opening ceremony of the 25th Meeting of RCA National Representatives will be held at 9.30 a.m. at the venue of the inaugural ceremony.
10. Social Events :- Participants are invited to Dinner hosted by the AEA on 26th May 2003. IAEA reception will be in the evening on 27th May 2003. The RCA Regional Office will host participants to Luncheon on 28th May 2003.
11. Weather :- The last week of May in Colombo is the start of monsoon and the weather is expected to be pleasant with spells of rain. Average temperature is around 30 °C.
12. Currency :- The approximate exchange rate of USD 1.00 is 98 Rupees as of April 2003. The rates offered at the hotel may be less. Participants are advised to contact organizers for assistance if necessary.
13. Electricity :- The standard domestic voltage in Sri Lanka is 220 Volts.
14. Return Flights Reconfirmation :- For re-confirmation of return flights, please contact organizers or the Hotel reception at least three days prior to your departure. Generally, airport taxes from departing passengers are deducted by the ticket issuing travel agents. Should it not be the case, airport tax of Rs. 1,000/- may have to be paid.

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15. Visa Arrangements

:- Participants, need to obtain a visa to enter Sri Lanka, are kindly requested to send necessary passport information (full name, last name, date and place of birth, passport number with dates of issue and expiry) to Mr. H.G.P. Karunaratne, Head, Division of International Cooperation, of AEA well in advance. We have already informed the names of participants received from the Secretariat/IAEA to relevant overseas missions of Sri Lanka.

Fax No. : ++ 94-01-533448

Email : H.G.P. Karunaratne <sr laea@slt.lk>

16. Please inform your flight details by email re your arrival well in advance to facilitate airport pickup. This information may be sent to H.G.P. Karunaratne <sr laea@slt.lk> with a copy to Mohamed Naizer <galadari@slt.lk>

On your arrival at the Colombo Airport, please proceed to the “Galadari Hotel” counter, at the arrival terminal. The hotel representative stationed at the Airport will assist you for transportation to hotel. You may contact the following persons, if you need further information or assistance after arrival.

- a) Prof. (Mrs.) Rohini Hewamanna, Chairperson, Atomic Energy Authority,
Home Telephone : 582915
- b) Mr. J.M.A.C. Jayasinghe, Scientific Secretary, Atomic Energy Authority and National RCA Representative,
Home Telephone : 872961
- c) Mr. H.G.P. Karunaratne (Chief Local Organizer), Head, International Division, Atomic Energy Authority,
Home Telephone : 700767
- d) Galadari Airport Counter Telephone : 253286

The international code is 94 - 1 for calls from overseas.

We wish you a pleasant journey and look forward to meeting you in Sri Lanka.