

# Information for participants



## 49<sup>th</sup> Session of the IPCC

Kyoto, Japan

May 8<sup>th</sup> to 12<sup>th</sup>, 2019

Japan will have an exceptionally long national holiday this year from 27th April to 6th May 2019. Many of our public offices, including Japanese embassies and consulates throughout the world, will be closed during this period. Please be sure to check with the embassies/consulates indicated at the URL provided in the visa application section below for their operating dates and hours. Furthermore, Kyoto expects many visitors from within Japan and overseas at this time of year. Participants are strongly recommended to prepare for travel, including applying for a visa and booking accommodation, well in advance.

### **I. INTRODUCTION**

The forty-ninth Session of the Intergovernmental Panel on Climate Change (IPCC) will take place at the Kyoto International Conference Center, in the city of Kyoto, Japan from May 8<sup>th</sup> to 12<sup>th</sup>, 2019. The registration of participants to this meeting will open on May 7<sup>th</sup> 2019 from 16:00 – 18:00, May 8<sup>th</sup> 2019 from 8:00 – 18:00 and 9:00 – 16:00 from May 9<sup>th</sup> to 12<sup>th</sup>, 2019.

Kyoto city is the former Imperial capital of Japan for more than one thousand years. Throughout the year, Kyoto is full of cultural, artistic, and nature related events. There are many cultural sites that are part of the World Heritage. Please visit <https://kyoto.travel/en> for more information.

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**NOTE** – This guide will provide participants attending the above mentioned IPCC meetings in Kyoto with useful information. Participants are advised to read it carefully and contact the IPCC Secretariat in case of questions.

## **II. VISITORS TO KYOTO**

### **1. International Airports**

Participants are recommended to arrive at the Kansai International Airport (KIX), where the major airlines operate daily flights as destination.

### **2. Time Zone**

Kyoto is in Japan Standard Time (JST). The JST is 9 hours ahead Greenwich Mean Time (GMT+9). There is no daylight-saving time system in Japan.

### **3. How to request a visa**

As of November 2018, Japan has taken measures concerning the Visa Exemption Arrangements for ordinary passport holders and for Diplomatic/Official passport holders with 68 countries/regions and 46 countries, respectively. Please check on the Ministry of Foreign Affairs of Japan's webpages, to find if you need a visa to enter Japan.

Exemption of Visa (Short-Term Stay)

[https://www.mofa.go.jp/j\\_info/visit/visa/short/novisa.html](https://www.mofa.go.jp/j_info/visit/visa/short/novisa.html)

Visa Exemptions for Diplomatic and Official Passport Holders

[https://www.mofa.go.jp/ca/fna/page22e\\_000692.html](https://www.mofa.go.jp/ca/fna/page22e_000692.html)

Participants who need a visa to enter Japan are required to go through the following process:

#### **a. Pre-registration**

When pre-registering at the IPCC pre-registration site, please check "Needs Visa" and include all the information below:

- Delegation type and representing Country/Organization;
- Full legal name;
- Gender;
- Functional title and work organization;
- Contact information (telephone number and e-mail address);
- Nationality;
- Date of birth;
- Passport number;
- Hotel name and address;
- Arrival flight number, date and time;
- Departure flight number, date and time; and
- A Japanese embassy/consulate to apply to (use "Comment" tab).

The information above is all mandatory for the participants who need a visa to enter Japan, though some are optional for other participants.

#### **b. Visa application**

Visit the website of the Japanese embassy/consulate from which you apply for a visa and find out the service hours, the documents required, and how to obtain the forms, etc.

A list of Japanese embassies and consulates is available at:

[https://www.mofa.go.jp/about/emb\\_cons/mofaserv.html](https://www.mofa.go.jp/about/emb_cons/mofaserv.html)

If you have any other inquiries, including information on reference person to fill in the visa application form, please contact the following e-mail address:

[ipcc2019@congre.co.jp](mailto:ipcc2019@congre.co.jp).

As indicated above, pre-registration must be completed before you apply for a visa at a Japanese embassy/consulate.

If your travel expenses are borne by a third party, you will need the certifying documents.

Participants who receive financial support from the IPCC Trust Fund will also receive an individual letter to be used for visa application purposes.

Upon request, all pre-registered participants can request a personal invitation letter from the IPCC Secretariat for visa purposes.

Please note that you will not be able to obtain a visa upon arrival in Japan. It must be obtained prior to your departure.

### **III. Weather**

Climate data during May in Kyoto is:

mean daily maximum temperature:	24.6°C
mean daily minimum temperature:	14.0°C
mean relative humidity:	62%
mean precipitation:	160.8 mm

### **IV. Health requirements/medical services**

Up-to-date information on international travel and health requirements are provided by the World Health Organization (WHO) at the following websites:

<http://www.who.int/ith/en/>

<http://www.who.int/countries/jpn/en/>

Neither IPCC nor Japan could be held responsible for accidents or damage to private property of participants. Participants are encouraged to make their own arrangements for health insurance and any other necessary insurance.

### **V. Foreign currency**

Currency in Japan is the Yen (JPY). Bank notes are available in denominations of 1,000, 2,000, 5,000, and 10,000 yen and coins in denominations of 1, 5, 10, 50, and 500 yen.

Currency exchange service at the airport is highly recommended for your convenience. A passport may be required for currency exchange services. You can also buy JPY at foreign exchange banks and other authorized money exchangers such as major hotels.

Many convenience stores such as 7-Eleven have automatic teller machines (ATMs) that accept credit, debit and ATM cards that are issued outside of Japan, including Visa, Plus, MasterCard, Maestro, Cirrus, American Express and JCB cards and provide an English user menu ; for example, 7-Eleven Store of Kyoto Shirakawa-dori Kamitakano (a 10-min walk from the Kyoto International Conference Centre), and FamilyMart Store of Takaragaike (a 5-min walk from the Kyoto International Conference Centre).

Please note that most Japanese banks' ATMs do not accept foreign cards. International ATMs can be found at international airports, in some major department stores and in Citibank and Shinsei Bank branches.

The exchange rate fluctuates daily depending on the money market and it is as of 15 April 2019:

1 Euro = 126 JPY  
1 USD = 112 JPY  
1 CHF = 111 JPY

## **VI. Credit Cards and Travelers' Checks**

Major credit cards such as American Express, Diners Club, Visa and MasterCard are widely accepted at hotels, department stores, shops and restaurants. Personal checks are not accepted anywhere in Japan. Travelers' checks are accepted only at leading banks and major hotels.

## **VII. Tipping**

Tipping is not customary in Japan, and is not generally done in any situation. Service charges are already included in the bill at hotels, restaurants, beauty salons, taxis, etc.

## **VIII. Tax**

An 8% consumption tax is included in all purchases.

## **IX. Mobile phones**

Using a rental service is highly recommended, as most foreign cellular phones are not compatible with Japan's network. The rental shops are conveniently located at the airports. In addition, Japanese providers offer roaming services where you can use your own cellular phone number (simply bring your own SIM card and insert it to a rental phone or your own 3G handset). Please make sure to verify with your local provider prior to your departure.

## **X. Airline reservations**

Many international airlines operate regular services to and from the KIX. Participants are advised to secure their return bookings prior to their departure for Kyoto. If it is not possible, they should make firm return bookings immediately upon arrival at Kyoto.

## **XI. Hotel accommodations**

All Participants will be offered a hotel reservation service through the special website (<https://mice3.jtbqmt.com/ipcc2019/?lang=en> (ID: ipcc2019 PW: kyoto)). The official hotels are selected with a careful consideration of factors such as distance to the venue, amenities, security, and etc. Participants can stay there at specially discounted rates. The deadline for hotel reservations is 12 April, 2019.

If you have any inquiry regarding the hotel accommodations, please contact to:  
JTB Global Marketing & Travel Inc.  
E-mail: [ipcc2019@gmt.jtb.jp](mailto:ipcc2019@gmt.jtb.jp)

### **List of recommended Hotels**

- Room rates are subject to change.
- Kindly note that we cannot guarantee the availability for each hotel.

No.	Hotel Name (Check-in / out time)	Room Rates Without Breakfast	Room Rates With Breakfast	1. Address 2. Phone 3. Access to the closest station 4. Train fee to the venue (one way)
1.	Grand Prince Hotel Kyoto (14:00/11:00)	Twin room (Single Use)		1. Takaragaike, Sakyo-ku, Kyoto 2. +81-75-712-1111 3. 3-min. walk from Subway Kokusai Kaikan Sta. 4. None
		50,500 JPY (the 4 <sup>th</sup> ) 40,500 JPY (the 5 <sup>th</sup> ) 16,200 JPY (the 6 <sup>th</sup> -13 <sup>th</sup> )	52,500 JPY (the 4 <sup>th</sup> ) 42,500 JPY (the 5 <sup>th</sup> ) 18,200 JPY (the 6 <sup>th</sup> -13 <sup>th</sup> )	
		Twin room (Twin Use)		
		52,000 JPY (the 4 <sup>th</sup> ) 41,400 JPY (the 5 <sup>th</sup> ) 22,400 JPY (the 6 <sup>th</sup> -13 <sup>th</sup> )	56,000 JPY (the 4 <sup>th</sup> ) 45,400 JPY (the 5 <sup>th</sup> ) 26,400 JPY (the 6 <sup>th</sup> -13 <sup>th</sup> )	
2.	Karasuma Kyoto Hotel (14:00/11:00)	14,456 JPY (the 2 <sup>nd</sup> -5 <sup>th</sup> ) 10,892 JPY (the 6 <sup>th</sup> -10 <sup>th</sup> , 12 <sup>th</sup> -13 <sup>th</sup> ) 12,674 JPY (the 11 <sup>th</sup> )	16,594 JPY (the 2 <sup>nd</sup> -5 <sup>th</sup> ) 13,030 JPY (the 6 <sup>th</sup> -10 <sup>th</sup> , 12 <sup>th</sup> -13 <sup>th</sup> ) 14,812 JPY (the 11 <sup>th</sup> )	1. Karasumadori Shijo-sagaru, Shimogyo-ku, Kyoto 2. +81-75-371-0111 3. 1-min. walk from Subway Shijo Sta. 4. 290 JPY by Subway Karasuma Line
3.	Hotel Keihan Kyoto Grande (15:00/11:00)	14,600 JPY (the 2 <sup>nd</sup> -10 <sup>th</sup> , 12 <sup>th</sup> -13 <sup>th</sup> ) 16,200 JPY (the 11 <sup>th</sup> )	16,500 JPY (the 2 <sup>nd</sup> -10 <sup>th</sup> , 12 <sup>th</sup> -13 <sup>th</sup> ) 18,100 JPY (the 11 <sup>th</sup> )	1. 31, Higashikujyo-nishisanno-cho, Minami-ku, Kyoto 2. +81-75-661-0321 3. 1-min. walk from JR Kyoto Sta. 4. 290 JPY by Subway Karasuma Line
4.	Hotel Hokke Club Kyoto (15:00/10:00)	16,200 JPY	17,280 JPY	1. Kyoto-eki Karasuma Chuo-guchi Shomen, Shimogyo-ku, Kyoto 2. +81-75-361-1251 3. 1-min. walk from JR Kyoto Sta. 4. 290 JPY by Subway Karasuma Line
5.	Via Inn Kyoto Shijo-muromachi (15:00/10:00)	— (Complimentary breakfast)	14,000 JPY	1. 551-2, Yamabushiyama-cho, Nakagyo-ku, Kyoto 2. +81-75-256-6111 3. 4-min. walk from Subway Shijo Sta. 4. 290 JPY by Subway Karasuma Line
6.	Sotetsu Fressa Inn Kyoto Shijo-karasuma (15:00/10:00)	10,000 JPY (the 2 <sup>nd</sup> , 6 <sup>th</sup> -13 <sup>th</sup> ) 13,200 JPY (the 3 <sup>rd</sup> -5 <sup>th</sup> )	11,200 JPY (the 2 <sup>nd</sup> , 6 <sup>th</sup> -13 <sup>th</sup> ) 14,400 JPY (the 3 <sup>rd</sup> -5 <sup>th</sup> )	1. 160, Dojisha-cho, Shimogyo-ku, Kyoto 2. +81-75-284-2031 3. 2-min. walk from Subway Shijo Sta. 4. 290 JPY by Subway Karasuma Line
7.	Hotel Gimmond Kyoto (14:00/11:00)	9,500 JPY	10,500 JPY	1. 595, Kikkoya-cho, Nakagyo-ku, Kyoto 2. +81-75-221-4111 3. 2-min. walk from Subway Karasuma Oike Sta. 4. 290 JPY by Subway Karasuma Line
8.	Aranvert Hotel Kyoto (14:00/11:00)	Single room		1. 179, Higashikazariya-cho, Shimogyo-ku, Kyoto 2. +81-75-365-5111 3. 2-min. walk from Subway Gojo Sta. 4. 290 JPY by Subway Karasuma Line
		11,700 JPY (the 5 <sup>th</sup> , 11 <sup>th</sup> ) 9,700 JPY (the 6 <sup>th</sup> -10 <sup>th</sup> , 12 <sup>th</sup> -13 <sup>th</sup> )	13,200 JPY (the 5 <sup>th</sup> , 11 <sup>th</sup> ) 11,200 JPY (the 6 <sup>th</sup> -10 <sup>th</sup> , 12 <sup>th</sup> -13 <sup>th</sup> )	
		Twin room (Twin Use)		
		20,400 JPY (the 5 <sup>th</sup> , 11 <sup>th</sup> ) 16,400 JPY (the 6 <sup>th</sup> -10 <sup>th</sup> , 12 <sup>th</sup> -13 <sup>th</sup> )	23,400 JPY (the 5 <sup>th</sup> , 11 <sup>th</sup> ) 19,400 JPY (the 6 <sup>th</sup> -10 <sup>th</sup> , 12 <sup>th</sup> -13 <sup>th</sup> )	

No.	Hotel Name (Check-in & out time)	Room Rates Without Breakfast	Room Rates With Breakfast	1. Address 2. Phone 3. Access to the closest station 4. Train fee to the venue (one way)
9.	Green Rich Hotel Kyoto Eki Minami  (15:00/11:00)	10,200 JPY (the 4 <sup>th</sup> -5 <sup>th</sup> , 11 <sup>th</sup> ) 8,200 JPY (the 6 <sup>th</sup> -10 <sup>th</sup> , 12 <sup>th</sup> -13 <sup>th</sup> )	11,280 JPY (the 4 <sup>th</sup> -5 <sup>th</sup> , 11 <sup>th</sup> ) 9,280 JPY (the 6 <sup>th</sup> -10 <sup>th</sup> , 12 <sup>th</sup> -13 <sup>th</sup> )	1. 3 Higashikujo Shimotonoda-cho, Minami-ku, Kyoto 2. +81-75-691-2500 3. 7-min. walk from JR Kyoto Sta. 4. 290 JPY by Subway Karasuma Line
10.	Almont Hotel Kyoto (14:00/11:00)	6,900 JPY (the 6 <sup>th</sup> -10 <sup>th</sup> , 12 <sup>th</sup> -13 <sup>th</sup> ) 12,400 JPY (the 11 <sup>th</sup> )	8,700 JPY (the 6 <sup>th</sup> -10 <sup>th</sup> , 12 <sup>th</sup> -13 <sup>th</sup> ) 14,200 JPY (the 11 <sup>th</sup> )	1. 26-1, Higashikujo, Nishiwamoto-cho, Minami-ku, Kyoto 2. +81-75-681-2301 3. 5-min. walk from JR Kyoto Sta. 4. 290 JPY by Subway Karasuma Line
11.	HOTEL UNIZO Kyoto Shijo Karasuma (14:00/12:00)	12,512 JPY	13,376 JPY	1. 8, Katsukyoyama-cho, Shimogyo-ku, Kyoto 2. +81-75-241-4125 3. 4-min. walk from Subway Shijo Sta. 4. 290 JPY by Subway Karasuma Line
12	Hotel Kintetsu Kyoto Station (15:00/11:00)	Twin room (Single Use)		1. 1-9, Kamadono-cho, Higashi Shiokoji, Shimogyo-ku, Kyoto 2. +81-75-692-2111 3. 1-min. walk from JR Kyoto Sta. 4. 290 JPY by Subway Karasuma Line
		13,484 JPY	14,780 JPY	
		Twin room (Twin Use)		
		17,680 JPY	20,272 JPY	

# Kyoto Area Map

**<Venue>**  
 ICC Kyoto  
 (Kyoto International Conference Center)

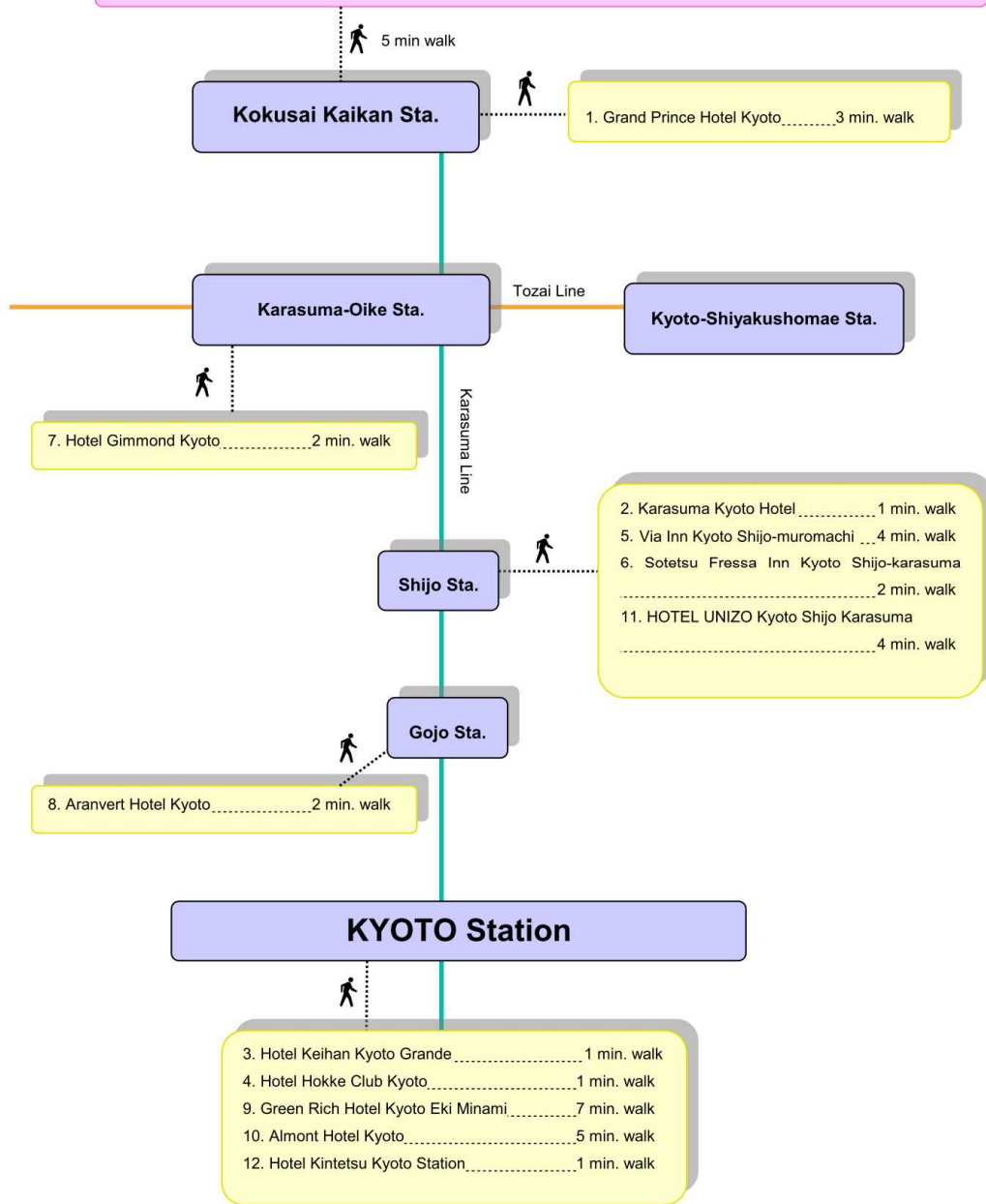


Subway Karasuma Line	Subway Tozai Line & Keihan Keishin Line	Hankyu Line
Kintetsu Kyoto Line	Eizan Electric Railway	Keihan Line

- |                             |   |                                     |
|-----------------------------|---|-------------------------------------|
| ① Grand Prince Hotel        | ⑤ Via Inn Kyoto Shijomumachi            | ⑨ Green Rich Hotel Kyoto Eki Minami |
| ② Karasuma Kyoto Hotel      | ⑥ Sotetsu Fresa Inn Kyoto Shijokarasuma | ⑩ Almont Hotel Kyoto                |
| ③ Hotel Keihan Kyoto Grande | ⑦ Hotel Gimmond Kyoto                   | ⑪ HOTEL UNIZO Kyoto Shijo Karasuma  |
| ④ Hotel Hokke Club Kyoto    | ⑧ Aranvert Hotel Kyoto                  | ⑫ Hotel Kintetsu Kyoto Station      |



## Kyoto International Conference Center (VENUE)





## **XII. Transportation**

### **1. From and to the Airport**

Probably the easiest option when traveling between Kansai International Airport and Kyoto is the bus.

By Bus:

Fares (One-way): 2,550 JPY (Adults) / 1,280 JPY (Children)

Duration: Approximately 1 hour and a half

A limousine bus runs regular services between Kyoto Station's Hachijo-guchi southern exit and Kansai International Airport. The bus departing from Kansai International Airport also makes stops at several other locations in Kyoto after Kyoto Station. These may be more convenient for your final destination.

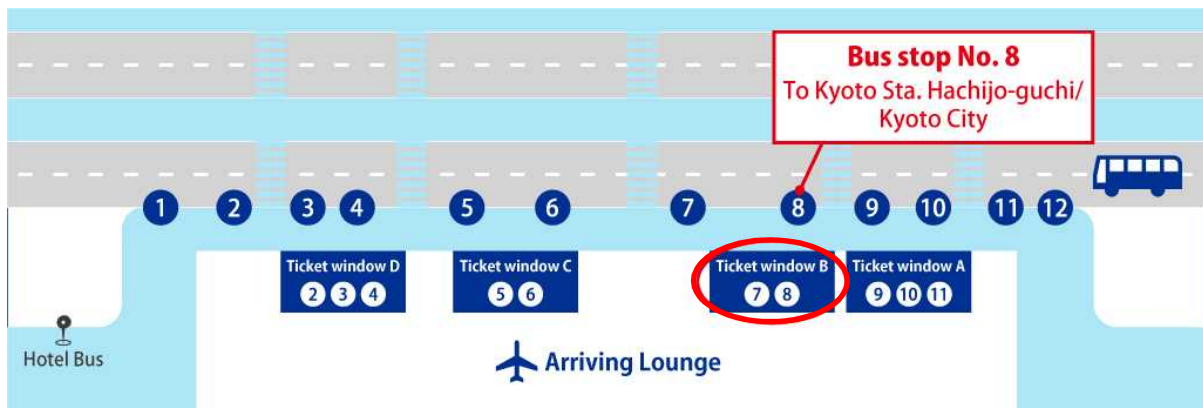
\*Limousine bus tickets returning to Kansai International Airport can be booked at Conference Information Desk at the venue. Please note that reserved tickets can be only issued at the ticket windows at Kyoto Station.

#### **Location to get on**

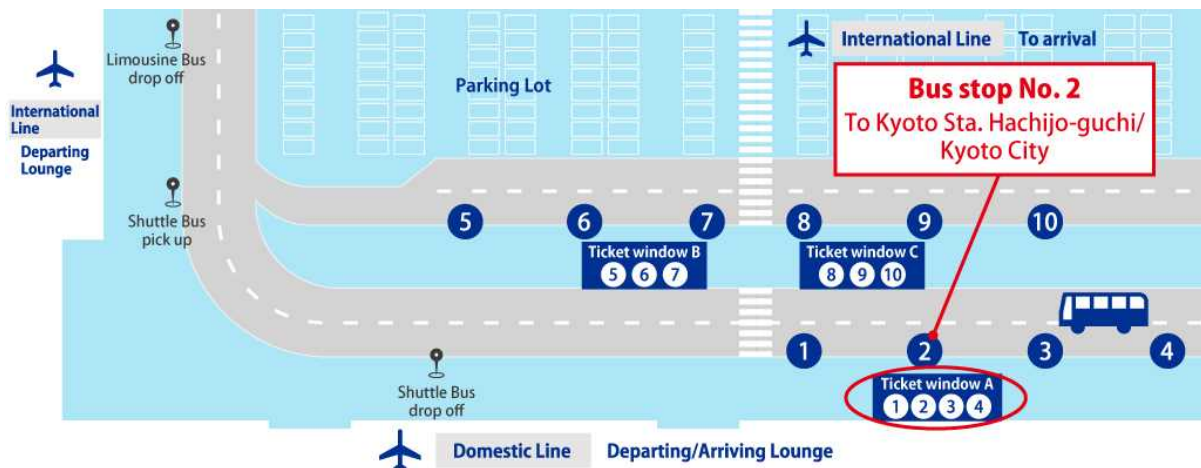
At Kansai International Airport you can board buses at bus stop 8 on the first floor of Terminal 1, and bus stop 2 at Terminal 2. Tickets can be bought from the ticket windows by the bus stops.

\* Reservation required for the lines to Kansai International Airport. For reservations, call Keihan Bus Reservation Center (9:00-18:00)  
075-682-4400

#### **Bus stop at the Terminal 1**



## Bus stop at the Terminal 2



\*For buses departing from Kyoto Station the bus stop is in front of the Avanti building which is opposite to the Hachijo-guchi exit on the south side of Kyoto Station.

Be careful that you don't board a bus for Osaka International Airport by mistake, as this is a different destination and the departure point is nearby. Tickets from Kyoto Station must be reserved any time from 1 month to 1 hour before departure. You can reserve tickets at the Keihan Bus Center which is behind the bus stop in the Avanti building.

### **Bus Schedule (Depart from Airport) \*As of April, 2019:**

<b>Kansai International Airport Terminal 1</b>	6:10	6:40	7:10	7:40	8:00
	8:30	9:00	9:20	9:40	10:00
	10:20	10:40	11:00	11:20	11:40
	12:00	12:30	13:00	13:20	13:40
	14:00	14:20	14:40	15:00	15:20
	15:40	16:00	16:20	16:40	17:00
	17:20	17:40	18:00	18:20	18:40
	19:00	19:20	19:40	20:00	20:20
	20:40	21:00	21:20	21:40	22:00
	22:20	22:40	23:05	23:55	
<b>Kansai International Airport Terminal 2</b>	5:57	6:27	9:27	9:47	10:07
	10:27	10:47	11:07	11:27	11:47
	12:17	12:47	13:07	13:27	13:47
	14:07	14:27	14:47	15:07	15:27
	15:47	16:07	16:27	16:47	17:07
	17:27	17:47	18:07	18:27	18:47
	19:07	19:27	19:47	20:07	20:27
	20:47	21:07	21:27	21:47	22:07
	22:27	22:52	23:42		

### **Assistance upon Arrival at Kansai International Airport**

Terminal 1:

On 5th and 7th May, there will be arrival assistants who are holding a sign board at North Arrival Gate and South Arrival Gate on the International Arrival Floor. These assistants will help you find where to get on buses and how to purchase tickets etc.

Terminal 2:

Kansai Tourist Information Center in the terminal building will give you the information on how to get to the venue. There will be no arrival assistants at Terminal 2.

Kyoto Station:

A staff holding a sign board will be inside Kyoto Station and the limousine bus stop in Kyoto station to assist you with traveling by trains and buses to your hotel.

## 2. In Kyoto City

Kyoto has a convenient subway system and several different railway lines, to take you swiftly to your destination. From Kyoto International Conference Center, it is just about a 5 min-walk to the Kokusai-kaikan subway station on the Karasuma Line, which goes to Kyoto Station and runs north-south through central Kyoto, with key stops along the way for main shopping streets, such as Shijo. The Tozai Line runs east-west, and these 2 subway lines intersect at Karasuma Oike station.

For more details, please refer to the following websites:

[http://www.icckyo.or.jp/en/visitor-2/access/getting\\_here/](http://www.icckyo.or.jp/en/visitor-2/access/getting_here/)

[https://kyoto.travel/en/traveller\\_kit/kyotocity](https://kyoto.travel/en/traveller_kit/kyotocity)

Tour taxi:

<http://www.mktaxi-japan.com/>

Kyoto transportation network map:

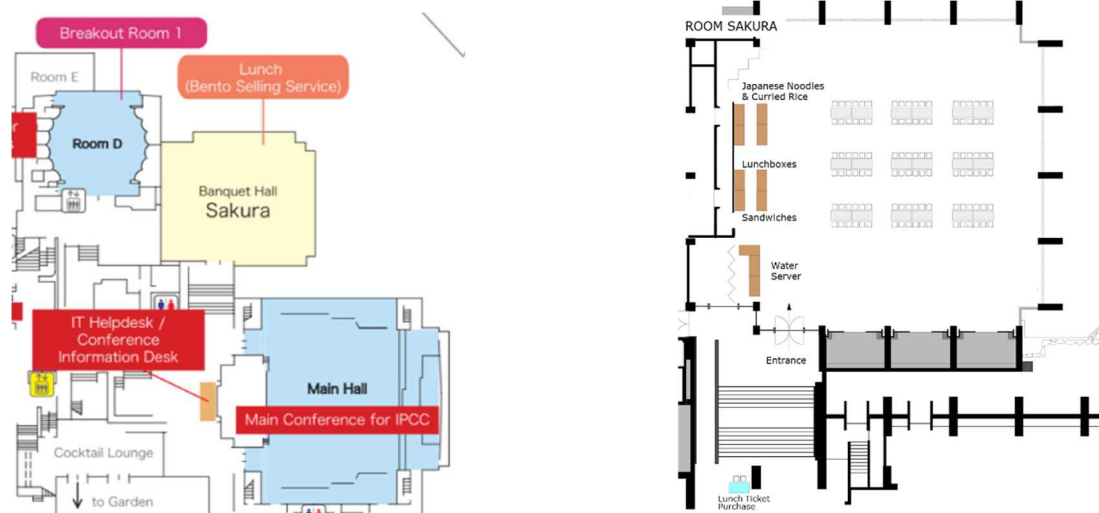
[https://www.westjr.co.jp/global/en/timetable/pdf/map\\_kyoto.pdf](https://www.westjr.co.jp/global/en/timetable/pdf/map_kyoto.pdf)

### XIII. Internet services

Wireless Internet connection will be available in the main conference room and at the venue. Some Free Wi-Fi (for example, "KYOTO Wi-Fi" provided by Kyoto City) will be also available in Kyoto city.

### XIV. Lunch

From 8 to 12 May, a lunchbox can be purchased at the Room Sakura of Kyoto International Conference Center:



(1) Lunchboxes with rice and a variety of side dishes at 1,200 JPY ; (2) sandwiches (regular, vegetarian, and Halal-friendly) at 800 JPY; (3) curried rice with vegetables at 1,000 JPY; and (4) Japanese noodles with rice ball at 1,000 JPY. They are payable by cash only.

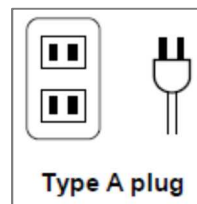
If you would rather like to explore the areas near to the Conference venue, please refer to the following map:



Information on Halal-friendly places including restaurants in Kyoto will be found at:  
<https://kyoto.travel/en/muslim>

### ***XV. Electricity, electric plugs and sockets***

Voltage in Japan is 100V and the frequency is either 50Hz or 60Hz depending on the area (Kyoto is 60Hz). The socket is type A, which has two flat plug holes. If you plan to bring any electric appliances that are not convertible, transformers and/or plug adaptors are necessary.



### ***XVI. Smoking and Littering***

Kyoto City has implemented strict smoking regulations. Anyone caught smoking outside designated smoking areas will be subject to fines. Littering is also strictly prohibited. In particular, littering in important tourist sites will be subject to fines.