

1 February 1998

GUIDELINES FOR FELLOWS VISITING THE REPUBLIC OF KOREA

1. Passport

All fellows entering the Republic of Korea must be in possession of valid passports.

2. Visa

Fellows should obtain visas to enter the Republic of Korea before they leave their countries. As the extension of the visa is not permitted after entering the Republic of Korea, they must be in possession of the proper visa for the entire duration of stay in Korea for their study programme.

3. Airport tax

Fellows/visitors are required to pay Won 9,000 departure tax at international airports.

4. At the airport and local transport

All fellows will not normally be met on arrival in Korea. They should, therefore, check the Airport Information Counter to check if anyone is there looking for them.

Local transport will not be provided by WHO or the Government of Korea from airport to hotel. Fellows can obtain information from the Airport Information Counter and taxis are also available from the Airport and the cost to most hotels is about Won 15,000 - 20,000. There are two different types of taxi: ordinary (white) taxi (the cost to most hotels is about Won 15,000 - 20,000) and the Deluxe (black) taxi (the cost to most hotels is about Won 35,000 - 40,000). KAL airport limousine bus is also available from the Airport to most hotels in downtown, Seoul and its fare is Won 4,500.

5. Hotel

All fellows should inform the WHO Representative Office, Seoul, of their date of arrival and flight number well in advance in order for WHO or Government to book suitable accommodation. They must note that it is not easy to accommodate visitors at reasonable hotels at short notice.

Fellows arriving in Korea without any hotel reservation can proceed to YMCA (Tel 732-8291/8) or Koreana Hotel (Tel 730-9911). They should identify themselves as "WHO Fellows" and they will be offered special rates.

6. Bank

There are banking facilities at the Kimpo International Airport and in hotels to cash travellers' cheques. Banks are usually open to the public from 0930 to 1630, Monday to Friday and from 0930 to 1300 on Saturday. US\$1 = Won 1,847 (UN exchange rate as of January 1998).

7. Arrangements on the first working day

All fellows should report to the WHO Representative Office for their programme on the first working day unless otherwise advised. Fellows will receive a copy of their programme, if this was not sent to them beforehand, and will be briefed on their programme, travel arrangements and stipends.

The following notes are for general information:

- a. Office address: 2-Dong Room 306, The Second Unified Government Building I
1, Chungang Dong, Kwacheon City 427-760
Kyonggi Province
Republic of Korea
- b. Mailing address: Central P.O. Box 540, Seoul 100-605, Korea
- c. Telephone No.: 503-7533 or 503-7592
- d. Office hours: 0900 - 1730 (Monday through Friday)
- e. Fax No.: (822) 502-7818
- f. e-mail: wrkor@nuri.net

As there are strict security controls at Kwacheon Government Buildings, visitors must report to the Reception Desk of the Information Centre before going to the Ministry of Health and Welfare (MOHW) Building.

Because of English language problems in Korea, it is suggested that fellows show the following address in Korean to taxi drivers when going to the WHO Office at Kwacheon.

경기도 과천시

제2정부 종합청사, 2동 306호

세계보건기구 주한대표부 (WHO)

전화: 503-7533, 503-7592