



Second India Disaster Management Congress
New Delhi, India,
4-6 November, 2009

INFORMATION SHEET FOR PARTICIPANTS

For further details please log on to
<http://nidm.gov.in/idmc2/home.asp>

1. VENUE

The Congress is being organized in Vigyan Bhawan, Maulana Abdul Kalam Azad Road, New Delhi, which is located in the heart of Central Delhi. Guide Map of the venue is posted in Congress website.

2. PROGRAMME

The Inaugural Session of the Congress shall start at 10:00 am on 4th November, 2009. Thematic Sessions shall start at different times as posted in the website. The details of the programme, concept note and session plans, contact details of Chairpersons and Facilitators of each thematic session are also posted in Congress website.

3. PRESENTATIONS

All the abstracts accepted by the Congress are posted in the website. These shall be further printed and circulated to the participants as part of the Congress kit. However only limited number of abstracts, selected by the Chairperson of each session, shall be presented orally in the sessions. This has already been communicated to the participants. For some of the sessions, apart from paper presentations, there will be Keynote Address and invited talks by experts of international and national repute.

Facilities of LCD Projector shall be available for Power Point Presentations. Oral presenters and invited speakers are requested to send a copy of their presentation by email to the respective facilitators of the thematic sessions and Congress Secretariat by 30th October, 2009.

4. REGISTRATION

Registration is compulsory for all those who want to attend the Congress. Registration can be done online at <http://nidm.gov.in/idmc2/registration.asp>. Participants can also register at the registration desk in the venue.

Participants whose abstracts have been accepted by the Congress are exempt from payment of registration charges. Students shall pay concessional registration charges of Rs. 500. Other will pay registration charges of Rs. 1000. Every registered participant shall be entitled to Congress Bag, Book of Abstracts, Congress Batch, and stationeries, besides tea and lunch during the Congress.

5. PARTICIPATION

More than 500 international and national participants are expected to attend this Congress.

6. TRAVEL REIMBURSEMENT

Travel reimbursements by cheapest economy class air/ AC II tier train by the shortest route shall be provided to a limited number of participants. This has been communicated separately to the concerned participants. They are requested to book their own tickets after receiving confirmations from the concerned facilitators that their tickets have been approved for reimbursements. They should send their travel itinerary, ticket and invoice to the facilitators of respective sessions as well as the Congress secretariat via mail latest by 30th October, 2009 to facilitate the process of reimbursement. It is imperative to submit their inbound boarding passes while claiming for their reimbursement.

Unless the relevant documents are mailed in advance by the scheduled date it shall not be possible to reimburse the travel costs during the Congress. All such cases shall be processed after the Congress and reimbursements shall be transferred through bank accounts. This process may take three to four weeks after the claims are submitted.

7. HOTEL RESERVATION

The accommodation arrangement for international delegates is made at Hotel Ashok, Chanakyapuri, Delhi 110021. The website of the hotel is <http://www.theashok.com/contact.html>. The hotel is located at a distance of 15 km from the international airport, 10 km from the domestic airport and 9 km from the New Delhi railway station.

Outstation delegates from outside Delhi will be staying at Hotel Janpath, Connaught place, New Delhi 110001 <http://www.theashokgroup.com/hotels/janpath.html>. It is located at a distance of 20 km from the International Airport, 15 km from the Domestic Airport and 2 kms from New Delhi Railway Station.

Accommodation arrangements have also been made in a few guest houses and universities and academic institutions.

The accommodation plan shall be posted on Congress website.

8. SUBSISTENCE ALLOWANCE

As the Congress is being organized on a shoe string budget no Daily Subsistence Allowance shall be paid to the participants.

Participants from UN and other International Organisations, Government of India and State Government Organisations are advised to make their own arrangements for travel and accommodation, which would be appreciated, unless this has been specifically requested and agreed by the Congress Secretariat.

9. LOCAL TRANSPORT

Participants are advised to make their own transportation arrangements from international and domestic airport and railway stations to the respective hotel. Pre-paid taxis are readily available at the airport. More information about the airport is available at <http://www.newdelhairport.in/>. Participants can avail this facility and claim reimbursement of the expenses incurred for ordinary non-A/C taxi services.

Congress secretariat shall make arrangements for transportation of participants from the designated hotels, guest houses etc to the venue of the Congress. Details of transportation arrangements shall be posted in Congress website by 31st October 2009.

Participants who are making their own arrangements are advised to reach the venue at least half an hour before the start of the Session.

10. FOREIGN EXCHANGE

Money exchange facility is available at the airport on arrival. There are now ATMs where you can get rupees against your international debit or credit card (maximum amount is 25,000 - 50,000 rupees depending on the ATM). State Bank of India (SBI) is the biggest bank in India and has the most ATM's. ICICI bank has the second largest network of ATMs, and accepts most of the international cards at a nominal charge. International banks like Citibank, HSBC, Barclays, Deutsche Bank, ABN Amro, Standard Chartered etc. have significant presence in the city. Major Banks are open from 10.00 a.m. to 2.00 p.m, Monday to Friday for public transactions. All main credit cards are usually welcome at the hotels/shops.

11. WEATHER

November in Delhi is generally pleasant. The maximum temperature is about 28 degrees centigrade while the minimum temperature is about 14 degrees centigrade. Participants and delegates are advised to carry light woolen clothes with them.

12. FOOD

Breakfast and Dinner would be served at the hotel. High tea and lunch will be served at the Congress Venue. The delegates will be individually responsible for payment of all additional room and personal facilities availed. This should be checked in advance from the hotels.

13. ELECTRIC CURRENT

The voltage in India 230 Volt, 50 Hz.

14. INSURANCE

Due to procedural difficulties and budgetary constraints, NIDM is not able to bear the cost of insurance or medical expenses of the participants. or any other expenses.

FURTHER INFORMATION

For further details please log on to <http://nidm.gov.in/idmc2/home.asp>

Or contact

Secretariat

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