



TOGETHER
for a sustainable future

OCCASION

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United Nations Industrial Development Organization

STUDY - TOUR - WORKSHOP.Quality Control and Certification
Marking for Industrial Products

Singapore, 20 - 25 May 1974

NOTE FOR PARTICIPANTS**DATE:** 20 - 25 May 1974**LOCATION:** Regional English Language Centre
30, Orange Grove Road
Singapore 1**POSTAL
INFORMATION:**

- a) Official correspondence should be addressed to:

Mr. Mohammed Arif Siddiqui, Chief
Section for Asia and the Far East
Technical Co-operation Division
U N I D O
P.O.Box 707
A-1011 Vienna
Austria

- b) During the training period of the Workshop, 20 - 25 May 1974, all the correspondence to the participants should be addressed to the " UNDP/UNIDO Workshop " at the address mentioned in para (a) above.

**WORKSHOP
ADMINISTRATION:**

- a) The Study-Tour-Workshop is being organized by the United Nations Industrial Development Organization (UNIDO) under the United Nations Development Programme (UNDP) in co-operation with the Singapore Institute of Standards and Industrial Research (SISIR) as the host organisation on behalf of the Government of Singapore.

We regret that some of the pages in the microfiche copy of this report may not be up to the proper legibility standards, even though the best possible copy was used for preparing the master fiche.

The address of the Singapore Institute of Standards and Industrial Research is:

P.O Box 2611
179, River Valley Road
Singapore 6

Cable Address: " SISIR "
Telephone No : 39 09 33

- b) UNIDO official responsible for the Workshop is :

Mr Andrei A Konstantinov
Industrial Development Officer

**TRAVEL
ARRANGEMENTS:**

Participants are requested to leave their home countries in time to arrive in Singapore not later than 19 May 1974, or as close to this date as airline schedules permit. Flights will be arranged by the United Nations to follow the most economic and direct route from the participants' home country to Singapore and return.

**ARRIVAL OF
PARTICIPANTS:**

Upon arrival at the airport, the participants should proceed to the Regional English Language Centre.

**HOTEL
RESERVATION:**

All participants will be provided with single room hotel accommodation within the Regional English Language Centre for the duration of the Workshop.

**PASSPORT, VISA AND
VACCINATION
REQUIREMENTS:**

Participants must possess valid passports or travel documents. Before leaving their home countries for Singapore, participants are urged to obtain information on visa and customs regulations, as well as health and possible vaccination requirements in connection with their trip.

**FINANCIAL
ARRANGEMENTS:**

UNIDO will provide:

- a) round trip air transportation economy class between the airports of departure the home country and Singapore
- b) daily subsistence allowance equivalent to US\$ 31.00 intended to cover expenses for hotel room, meals and incidentals for the entire period of attendance at the workshop.

UNIDO and the host country accept no responsibility for the following expenses incurred by the participants as these are the responsibility of the participants themselves or of their Governments:

- a) all expenses in the home country incidental for travel abroad, including expenditures for passports, the required medical examination, inoculations and other miscellaneous items and internal travel to airport of departure in the home country
- b) salary and related allowances for participants during the period of the workshop
- c) travel and any other cost which may be incurred by travel other than by direct route and authorized mode
- d) costs incurred by participants with respect to travel insurance, accident insurance, medical bills and hospitalization fees in connection with their attendance at the Workshop
- e) compensation in the event of death or disability of participants in connection with their attendance at the workshop
- f) loss of or damage to, personal property of participants while attending the Workshop
- g) travel and any other cost incurred by dependants who might accompany the participants

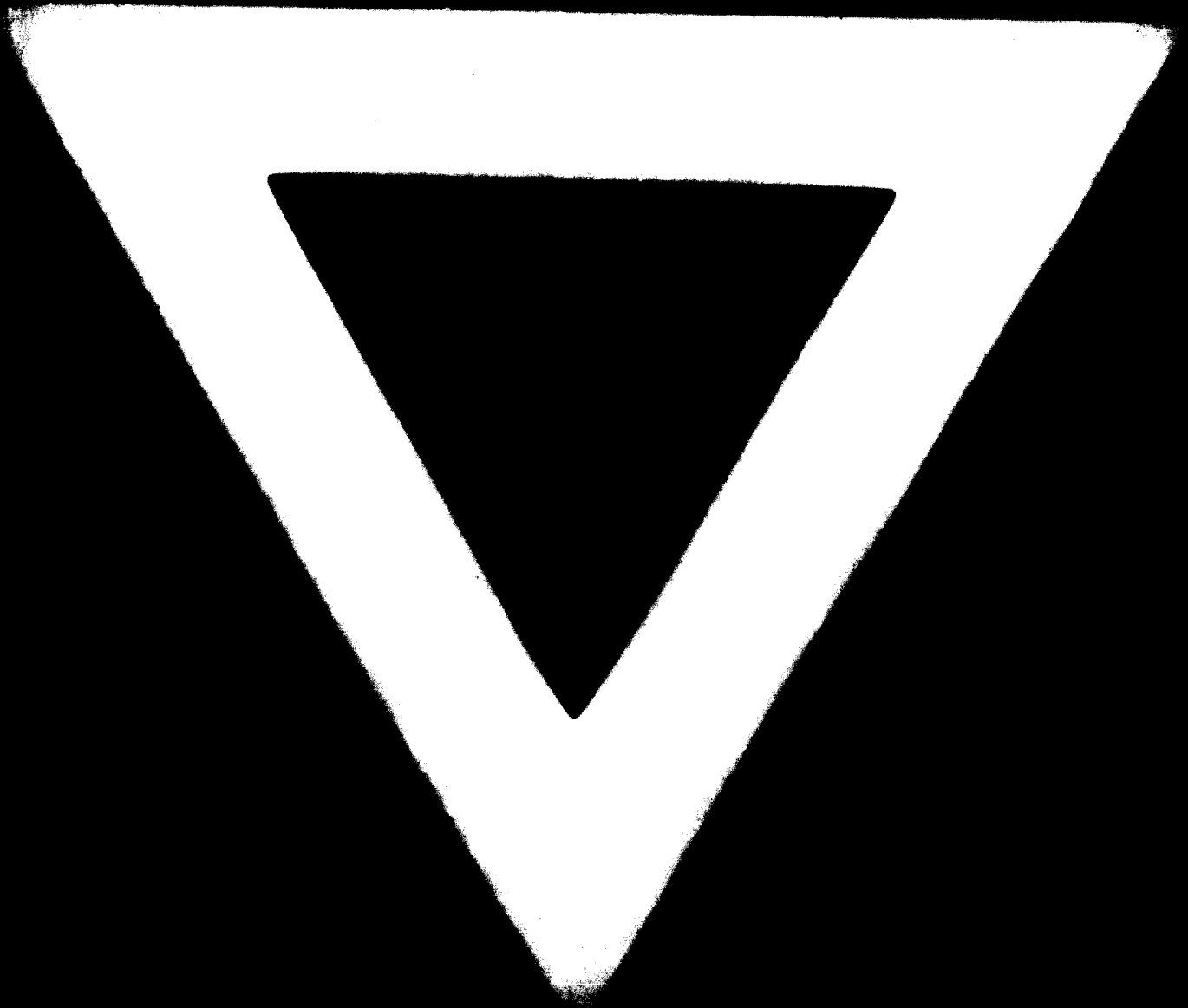
Participants will note that no facilities will be provided for the accommodation of dependants. Participants are thus strongly advised not to have members of their family accompany them.

REGISTRATION:

Registration for the Workshop will take place from 9.00 am to 9.30 am Monday 20 May 1974, in the lobby of the Regional English Language Centre.

PROGRAMME:

Attached to this note is the provisional Work Programme. In order that all the participants maximise the benefits of the programme, they are invited to submit before the commencement of the programme, country papers (statements) on their country's experience in the field of quality control and certification marking or on any particular item of the provisional agenda in which they consider themselves capable of making a contribution. These statements are expected to be orally presented by the participants while the appropriate items of the Agenda are under discussion.



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