



INTOSAI
Working Group
on Environmental
Auditing

**12th meeting of the Steering Committee of
INTOSAI Working Group on Environmental Auditing
Jaipur, INDIA
3rd to 6th October 2012**



Practical Information



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Meeting Venue

Hotel Marriott, Jaipur has been selected for the meeting and accommodation of all the participants.

Hotel Marriott, Jaipur

Ashram Marg,
Near Jawahar Circle,
Jaipur,
Rajasthan-302 015
INDIA

Phone : +91 141 4567777

Fax : +91 141 4567887

Webpage: <http://www.marriott.com>

The Hotel Marriott Jaipur is situated just 3.7 kilometers north-west from the Jaipur International Airport in the Jaipur city, the capital of Rajasthan (also known as Pink city).





Contact details:

SAI-India (International Relations Division)	Mr. Jagbans Singh, Director General	+ 91 99580 74141
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SAI India (Jaipur Office)	Ms. Suman Saxena Principal Accountant General	+91 94140 49966 +91 141 23 85398
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	Ms. Margit Lassi, Senior Advisor	+372 5295415
	Ms. Kaire Kesküla, Senior Advisor	+372 51903186
Hotel Marriott	Ms. Shradha Deshpande	+ 91-86969 50110
Conference Operation's Centre	Reception of Hotel Marriott	+91 141 4567777 (Ext. No. 2349)
Help Desk at Hotel	Ms. Laxmi Purohit	+91 95588 75598
	Ms. Ranjana Bhandari	+91 93140 77888
		+91 141 4567777 (Ext. No. 2223)
Help Desk at Airport	Mr. Mohit A.S. Razario	+91 94604 35809
	Mr. Milind Gowade	+91 98298 14882
	Mr. Naqueeb Alvi	+91 88290 12444



Badges

When you arrive at the hotel, you will get a badge with your name and country at the help desk. On the back of the badge you will find the telephone numbers for assistance.

It is important to mention that the badges provide access to the working sessions as well as the formal and social events and it is thus essential for the participants to wear the badges at all times throughout the Meeting.

Delegate bag

At the help desk, participants will receive a bag for the 12th Steering Committee of WGEA.

The bag contains:

- Conference Information booklet
- One Pen
- One Notebook

Helpdesk

A helpdesk has been set up next to the main Reception of the Hotel for providing assistance to the delegates.

The telephone number of the helpdesk is +91 141 4567777 (Ext. No. 2223).

Conference Operations Centre (SAI India)

A Conference Operations Centre has been set up at the first floor near the meeting room (Diamond). The centre can also be used by the participants for photocopying documents, for sending and receiving faxes etc. Faxes received must specify the name and country of the participant.

The telephone number of the conference operations centre is +91 141 4567777 (Ext. No. 2349).



Transportation

Transportation will be provided to the participants and accompanying persons on arrival and departure between Jaipur International Airport and Hotel Marriott Jaipur. Transport for all formal and social events will also be provided.

Meals

The breakfast is included in the hotel accommodation rate. During the period of meeting i.e. from 4-6 October 2012, lunches and coffee breaks are covered by SAI India. The lunch on 4th and 6th October 2012 have been arranged in “Okra” restaurant of the Hotel Marriott whereas lunch on 5th October 2012 has been arranged in “Saffron” restaurant of the Hotel Marriott.

The SAI of India will host the Welcome Reception on 3rd October 2012. The SAI of Estonia will host the Closing Dinner on 6th October 2012.

Environmental Excursion

The SAI of India has planned an Environmental Excursion on 3rd October 2012. After the breakfast and accreditation, the excursion group will travel to the Amber Fort by bus (approximately 24 kilometers). After lunch at Hotel Le Meridien, the group will visit the International Centre for Environmental Audit and Sustainable Development (approximately 25 kilometers from Hotel Le Meridien).

Delegates should wear casual, comfortable clothes, as well as sunscreen and headwear for protection from the sun.

Internet connectivity

Wifi internet connectivity is available free of charge in the hotel rooms.

Medical Service

In the event any medical assistance is required, please contact the Helpdesk immediately.



Electricity Information

Please note that in India, power sockets and plugs may be different from the ones you use in your countries. The Indian power sockets accept two or three round prongs and voltage is 220V.

Time Difference

Indian Standard Time (IST) is the same throughout the country and is 5 hours 30 minutes ahead of Greenwich Mean Time (GMT).

Expected Weather conditions of Jaipur during first week of October 2012

Temperature	Minimum	22°C
	Maximum	34°C
Humidity	Morning	24%
	Evening	80%

Money Exchange

For the purpose of currency exchange, services of Thomas Cook (India) Limited will be available on call basis.