



Event Bulletin and Tips

MyToolBox

Project Management Board Meeting Project Steering Committee Meeting & Stakeholder Workshop



April 14-17, 2019 | Beijing Landmark Towers



Itinerary

April 14, 2019		
15:00 - 18:00	Arrival	Landmark Hotel
18:00 - 19:30	Dinner	Lvbolang Restaurant, 2 nd floor
19:30 - 21:15	Meeting for 11	Lotus Room 1, 3 rd floor

April 15, 2019		
09:00 - 12:30	Morning Meeting	Vanda Grand Hall C, 2 nd floor
10:45 - 11:00	Morning tea break	Foyer of Vanda Grand Hall C, 2 nd floor
12:30 - 13:45	Lunch	Evergreen Cafe, 3 rd floor
13:45 - 18:00	Afternoon Meeting	Vanda Grand Hall C, 2 nd floor
15:50 - 16:05	Afternoon tea break	Foyer of Vanda Grand Hall C, 2 nd floor
18:00 - 20:00	Dinner	Evergreen Cafe, 3 rd floor

April 16, 2019		
08:00 - 15:00	Delegate Registration	Foyer of Vanda Grand Hall, 2 nd floor
09:00 - 12:30	Morning conference	Vanda Grand Hall C+D, 2 nd floor
10:30 - 10:45	Morning tea break	Foyer of Vanda Grand Hall C+D, 2 nd floor
12:30 - 13:45	Networking luncheon	Evergreen Cafe, 3 rd floor
13:45 - 18:30	Afternoon conference	Foyer of Vanda Grand Hall C+D, 2 nd floor
16:00 - 16:20	Afternoon tea break	Foyer of Vanda Grand Hall C+D, 2 nd floor
18:30 - 20:30	Dinner	Evergreen Cafe, 3 rd floor

April 17, 2019		
08:00 - 13:00	Delegate Registration	Foyer of Vanda Grand Hall, 2 nd floor
09:00 - 12:00	Morning conference	Vanda Grand Hall C+D, 2 nd floor
10:15 - 10:30	Morning tea break	Foyer of Vanda Grand Hall C+D, 2 nd floor
12:00 - 13:30	Networking luncheon	Evergreen Cafe, 3 rd floor
13:30 - 18:30	Afternoon conference	Foyer of Vanda Grand Hall C+D, 2 nd floor
15:30 - 15:50	Afternoon tea break	Foyer of Vanda Grand Hall C+D, 2 nd floor

Hotel Address & Location

Beijing Landmark Towers

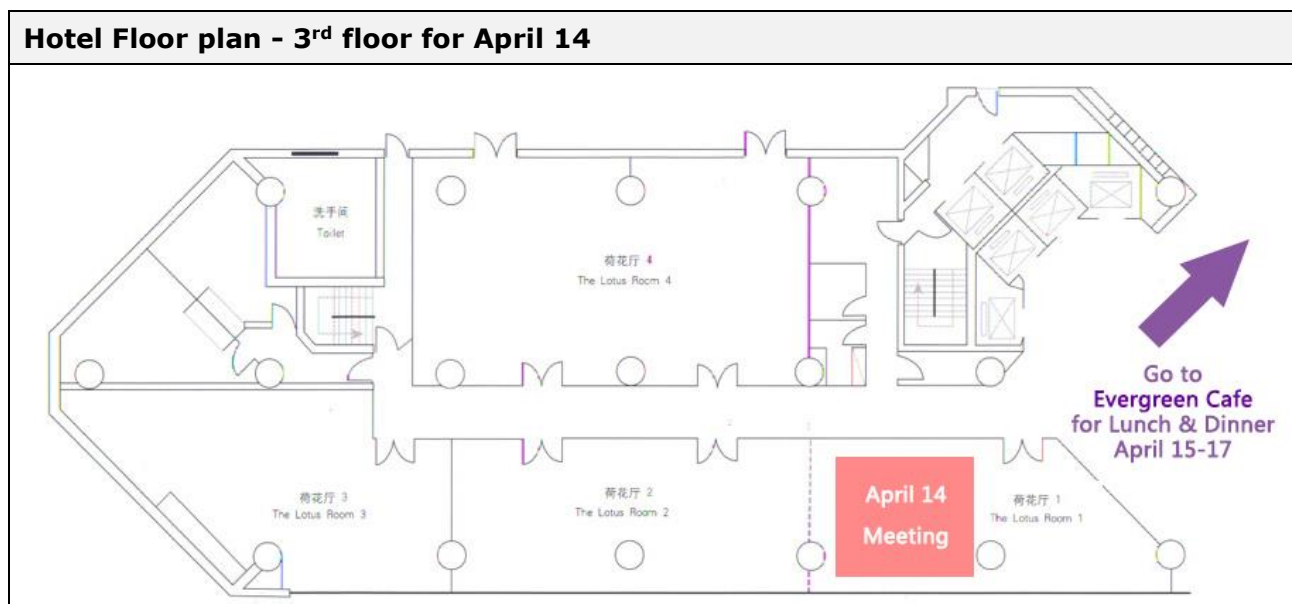
No. 8, North Dongsanhuan Road, Chaoyang District, Beijing, China

Tel: (86-10) 6590 6688

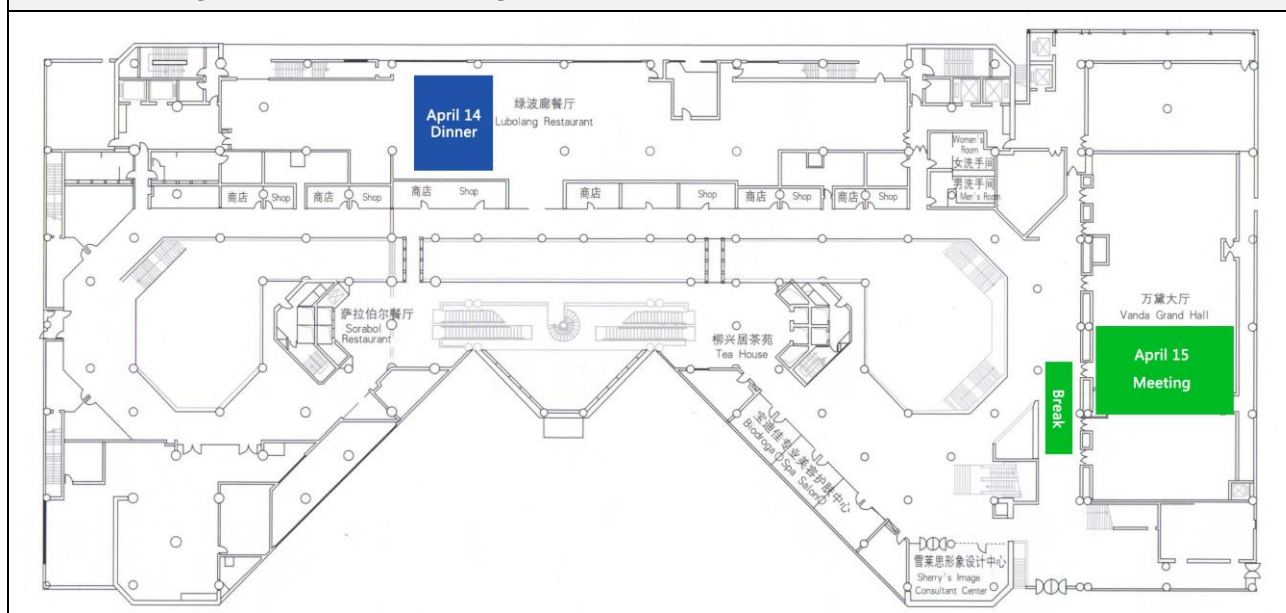
Fax: (86-10) 6590 6513



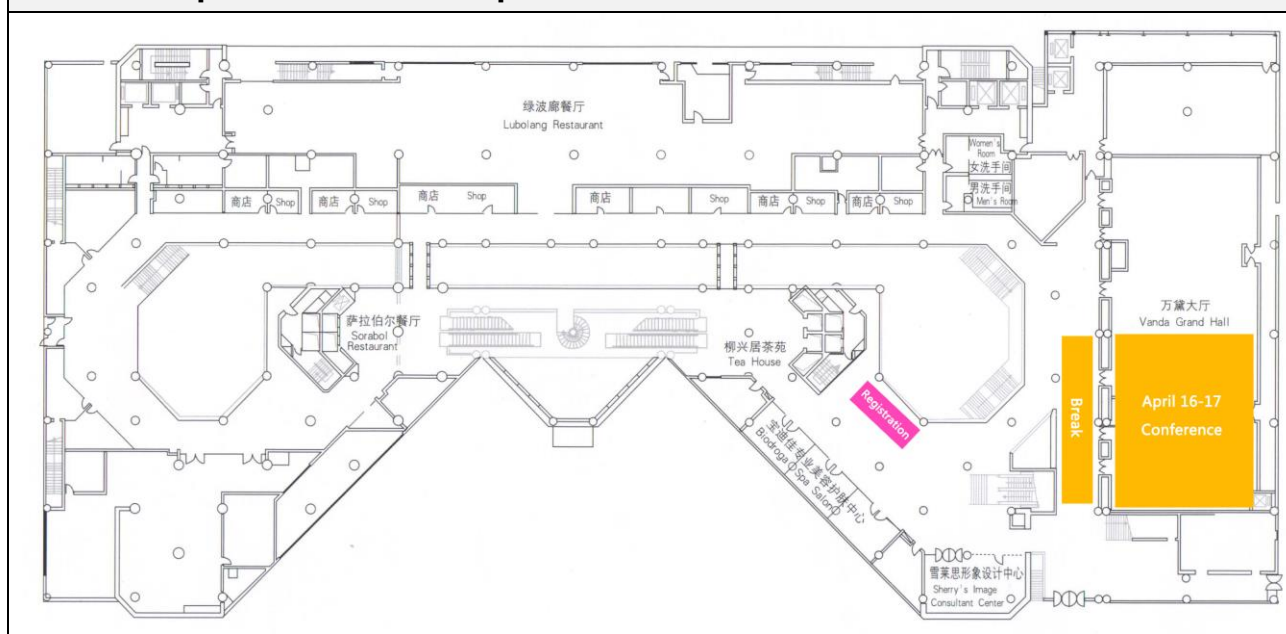
Floor plan



Hotel Floor plan - 2nd floor for April 14-15



Hotel Floor plan - 2nd floor for April 16-17



Badge Collection

All speakers should visit Foyer of Vanda Grand Hall on 2nd floor to collect badges.

April 15 08:00 – 15:00

April 16 08:00 – 15:00

April 17 08:00 – 13:00

Convention Center and Dining Rooms

Lvbolang Restaurant, 2nd floor



Evergreen Cafe, 3rd floor



Vanda Grand Hall C+D, 2nd floor



Lotus Room, 3rd floor



Traffic tips

	Transportation	Time & Direction		Notes
<div>Capital International Airport Terminal (T1, T2, T3)</div> <div>to</div> <div>Landmark Towers</div>	Taxi	30 minutes		24-hour service
	Shuttle Bus 25 RMB/person	Fangzhuang Line Arrival at the opposite of the hotel		Travel route: T3-T2-T1-Liangmaqiao station Operation time: 7:00 am-1:00 am (+1 day) Departure interval: max. 30 minutes.
	Subway 28 RMB/person	Airport Line	Airport Station to Sanyuanqiao Station	Airport Line Operation Time: T2: 6:35am-23:10pm T3: 6:20am-10:50pm Line 10 Operation Time: 5:22am-10:56pm
		Transfer		
		Line 10	Sanyuanqiao Station to Liangmaqiao Station	
<div>Landmark Towers</div> <div>to</div> <div>Capital International Airport Terminal (T1, T2, T3)</div>	Taxi	30 minutes		24-hour service
	Shuttle bus 25 RMB/person	Beijing Station Line Direct access to the airport terminal		Travel route: Landmark Towers (west gate)-T2-T1-T3 Operation time: 5:10am-9:00pm Departure interval: max. 30 minutes.
	Subway 28 RMB/person	Line 10	Liangmaqiao Station to Sanyuanqiao Station	Line 10 Operation time: 6:04am-11:48pm Airport Line Operation time: 6:04am-10:34pm
		Transfer		
		Airport Line	Sanyuanqiao Station to Airport Station	

Surrounding Information

Places	Distance
Subway 10 Liangmaqiao Station(Exit C)	Around 3-minute walk
Embassy (Over 10 embassies, e.g. embassies of United States, Japan, France, Malaysia, Israel, etc.,)	About 10-minute walk
National Agricultural Exhibition Center	About 5-minute walk
China International Exhibition Center	About 5-minute drive
SOLANA Shopping Mall	About 5-minute walk
Sanlitun Bar Street	About 5-minute drive
Chaoyang Park	About 10-minute walk
Workers' Stadium	About 5-minute drive