



Logistics note for meeting observers

Seventh meeting of the
Santiago Network Advisory Board

29 September - 1 October 2026
Tokyo, Japan

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1. Meeting details

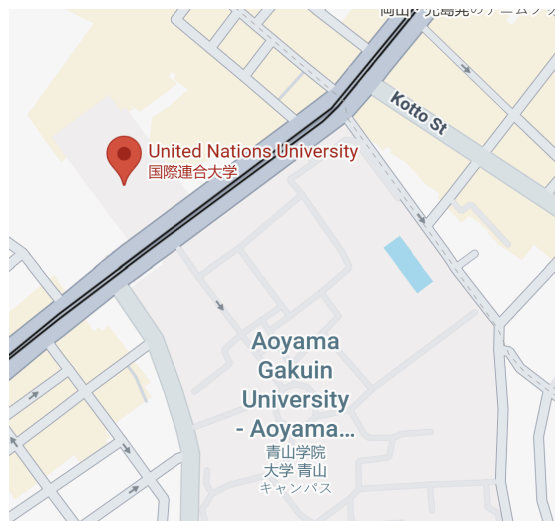
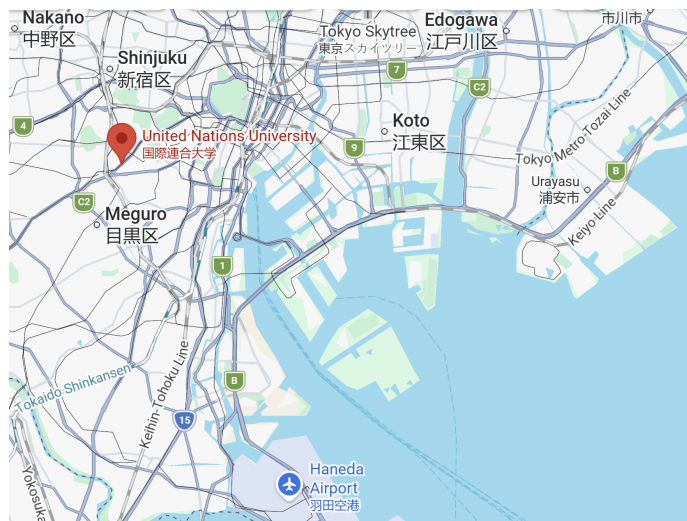
The seventh meeting of the Advisory Board of the Santiago Network will take place from 29 September to 1 October 2026 in Tokyo, Japan.

The meeting is open to registered observers and will be facilitated in hybrid mode, allowing registered participants to join virtually or in person. Owing to space limitations, access may be limited for in-person participation and attendance will be subject to confirmation. Hybrid arrangements for virtual participation in the meeting will be available. In case of any questions, please contact the Santiago Network Secretariat (info@santiago-network.org).

For in-person meeting observers, registration will take place in the lobby of the [United Nations University](#) from 8:30 a.m. JST on Tuesday, 29 September 2026. All meeting observers will receive their conference badge for the duration of the meeting at registration. For virtual participants, the meeting link will be shared ahead of the meeting.

2. Meeting venue

The Advisory Board meeting will be held at the [United Nations University](#), 5 Chome-53-70 Jingumae, Shibuya-ku, Tokyo 150-8925, Japan. The nearest station is Omotesando Station (Tokyo Metro subway: Z02/G02/C04). The university is approximately a 5-minute walk from Exit B2. Omotesando Station is served by the Hanzomon Line, Ginza Line, and Chiyoda Line, providing convenient access from major stations across central Tokyo ([Tokyo Metro | Subway Map](#)).



3. Visas

Visa requirements must be met before arrival to Japan and are the sole responsibility of the participant. Based on nationality, participants attending the Advisory Board meeting may require a visa to enter Japan. Please see the [VISA | Ministry of Foreign Affairs of Japan](#) for more information. An invitation letter

from the Santiago Network Secretariat to support travel arrangements may be provided to all registered in-person observers as needed. Please get in touch with the Secretariat (E-mail: info@santiago-network.org) if you require such a letter.

4. Participant costs

The Santiago Network Secretariat is not in a position to cover the costs for observers of the Advisory Board meeting.

5. Travel

The Santiago Network Secretariat is not in a position to arrange travel for observers of the Advisory Board meeting.

6. Accommodation

Participants are requested to arrange their own accommodation for their stay in Tokyo. Early booking of accommodation is advised. Please see the [list of hotel options in Tokyo](#) and the [Visit Tokyo - The Official Travel Guide of Tokyo, GO TOKYO](#) for further information.

7. Catering

During the meeting, coffee, tea and water will be available for registered in-person observers.

8. Informal reception

An informal reception will be held for the Advisory Board and observers attending the meeting in person on Tuesday, 29 September. The reception will be held at the meeting venue following the end of the day's session. During the reception, snacks and drinks will be provided.

9. Transportation

Access from the airport: Tokyo is served by two international airports - Haneda Airport (HND) and Narita Airport (NRT). Both airports offer convenient access to the city center. Upon arrival, participants have several transportation options:

- Public Transport: A ticket can be obtained from a machine at the airport.

From Haneda Airport ([Access | Haneda Airport Passenger Terminal](#))

- Train: The Keikyu Line or the Tokyo Monorail connects Haneda Airport to city center in about 20-30 minutes.
- Bus: Limousine Bus services operate from Haneda Airport to major hotels and stations in central Tokyo. Travel time is approximately 45–60 minutes.

From Narita Airport ([Access Top | NARITA INTERNATIONAL AIRPORT](#))

- Train: The JR Narita Express (NEX) or the Keisei Skyliner connects Narita Airport to city center in about 40-60 minutes.
- Bus: Limousine Bus services operate from Narita Airport to major hotels and stations in central Tokyo. Travel time is approximately 90–120 minutes.
- Taxi:
 - From Haneda Airport: A taxi ride to city center takes about 30-40 minutes and costs approximately 6,000-8,000 JPY.
 - From Narita Airport: A taxi ride to city center takes about 70-90 minutes and costs approximately 25,000-30,000 JPY.

10. About Tokyo

Geography: Tokyo is the capital city of Japan and is located on the eastern coast of Honshu, the country's largest island. The city lies along Tokyo Bay and is bordered by the Pacific Ocean to the east. Tokyo is a major global metropolis, easily accessible by direct flights from most major cities worldwide. The city is also a hub for Japan's extensive rail network, including the Shinkansen (bullet train) lines connecting Tokyo to other regions such as Osaka, Kyoto, and Nagoya.

Language: The official language in Tokyo is Japanese. English is commonly used in hotels, airports, and major tourist areas.

Time: GMT/UTC +9

Telephone Area Code: +81 for Japan and 03 for Tokyo

Electricity: Electricity in Japan is 100 Volts, alternating at 50 cycles per second in Tokyo. Please bring a power plug converter – Japan uses Type A (two flat pins) and Type B (two flat pins with a grounding pin) outlets.

Currency: The currency in Japan is the Japanese Yen (JPY). Credit cards are widely accepted in hotels, restaurants, and shops, but cash is still commonly used, especially in smaller establishments. ATMs are widely available, including at convenience stores. Check www.xe.com for the most up-to-date exchange rates.

Climate: The climate in Tokyo in late September is generally mild and pleasant, marking the transition from summer to autumn. Expect daytime temperatures of around 20°C (68°F) to 28°C (82°F), with cooler evenings. Occasional rain showers are possible, so a light jacket and umbrella are recommended. For more information, see the website of the Japan Meteorological Agency ([JMA | Climate Kanto Koshin district](#)).

Emergency Numbers: The general emergency number in Japan is 110 for police and 119 for fire and ambulance. These numbers can be dialed from any phone, including foreign SIM cards and prepaid mobile phones with no remaining credit. Please see to the "Help Card" for guidance on how to respond in emergencies, including earthquakes, sudden illnesses, or injuries ([hc-en-ch-kr-202601-pdf](#)).

Additional emergency numbers are as follows:

Police	110
Fire service	119
Ambulance	119

For any questions, please contact the Secretariat (info@santiago-network.org).