

Doc: 1.10- 0.1 Welcome Letter Hanoi, Viet Nam 4 May 2010

# Dear Colleagues and Friends,

### Welcome to Hanoi!

I am delighted that you are able to join us in Hanoi for the 18<sup>th</sup> Stop TB Partnership Coordinating Board Meeting. I hope that your flight and arrival in Hanoi went smoothly. I look forward to successful and focused two-day meeting!

This letter contains practical information to help make your stay more enjoyable and our meetings more productive.

### Stop TB Partnership Coordinating Board Meeting venue:

Sofitel Plaza Hanoi Hotel Plaza I & II Conference Rooms (2nd Floor) 1 Thanh Nien Road, Ba Dinh District Hanoi, Viet Nam Website: http://www.sofitel.com/gb/hotel-3553-sofitel-plaza-hanoi/index.shtml

## Stop TB Partnership Coordinating Board Meeting Schedule:

### Tuesday 4 May 2010:

•	08.00	Registration Opens at Sofitel Plaza Hanoi
•	09.00	<b>Board meeting</b> convened in Plaza I & II Conference Rooms, 2 <sup>nd</sup> Floor
•	12.30	<b>Lunch</b> at the Ming Palace Restaurant, Sofitel Plaza Hanoi, 2 <sup>nd</sup> Floor
•	18.00	Board Meeting adjourned
•	18.30	Welcome Reception at the Panorama Restaurant, Sofitel Plaza Hanoi,
		19 <sup>th</sup> Floor

### Wednesday 5 May 2010

•	08.30	<b>Board meeting</b> re-convened in Plaza I & II Conference Rooms, 2 <sup>nd</sup> Floor
•	12.45	<b>Lunch</b> at the Panorama Restaurant, Sofitel Plaza Hanoi, 19 <sup>th</sup> Floor
•	18.30	Board Meeting adjourned

With my warmest regards,

Marcos Espinal
Executive Secretary

If you need assistance during your stay, Stop TB Partnership personnel and Secretariat staff will be available to help.

For any additional assistance, please do feel free to get in touch with:

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