



## ARTIST IN RESIDENCE Education Program

Paro College of Education, Paro, Bhutan

**Paro College of Education**  
**The Artist in Residence Manual**  
**Correct as of the 1 June 2023**  
**DRAFT ONE**

### **College contacts**

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### **WiFi password**

Artist Space: hpec@2025!#

Guest House: top flat /mountain side Pce@2021

### **Arrival**

You will be picked up at the Airport, introduced to the campus and key personnel and dropped off at your accommodation.

### **Visa, travel and work permit**

You will have a temporary visa which is arranged by the college in Paro before your arrival.

Extension of Visa: Due to expensive visa taxes for visitors to Bhutan the artist is required to obtain a work permit and visa extension once in Bhutan. You must stay in the country for more than one month. This is a one off expense.

Your visa and work permit application process will be managed by a member of the College administration.

It requires a number of days (approx. 4 days) in Thimphu. A college representative will accompany you on all these visits and they will book the required appointments. Visits to the hospital for tests: drug, blood, urine, chest x ray, check up with a doctor, fingerprint registering and photographs. This happens at varied offices and hospital locations where you will have to wait, usually standing in line.

You must always carry your passport, visa and work permit with you and your route permit if you are travelling. Must have a current passport with at least 12 months before expiry.

**A route permit** will be required if travelling outside Paro, Punakha and Thimphu for the project. The reason for travel is 'Official'. Not tourism or research. This will be applied for by the College and the artist doesn't have to go to Thimphu.

### **Insurance**

You must be covered for air evacuation.

**Luggage:** travelling with Qantas and Druk Air you can book your luggage straight through to Paro. You will not need to pick it up at the Bangkok stop over. You need to have the luggage ticket to give to Druk Air when you check in for the Bangkok to Paro leg.

**Bank account:** A representative from the college will take you to set up a BOB (bank) Account. Any money paid to you by the College will be deposited into this account. It can be accessed through an app: nBOB on your phone. The BOB bank does not have an ATM at the office. You need to bring money in Ngultrum to deposit at the BOB bank office. Before you leave your home tell your bank in your home country where you are going. Check that you can do two part authentication for banking transactions from your home bank and that it does not rely on having your home country phone number.

**Phone sim:** A tourist sim is only available for one month initially, you need an employment letter/work permit and extended visa to extend with the same Bhutanese phone number. A representative from college will take you to get your sim extended.

**Electricity:** bring adaptors, bring a torch, the electricity goes off regularly, usually for not too long. Water sometimes go off so keep your plastic bin full of water.

**Toilets:** there is a combination of squats and western pots. Often no toilet paper so carry toilet paper.

**Smoking** tobacco and marijuana are illegal.

### **Money**

Staff at Paro College are very happy to exchange AUS \$ for NU Ngultrum. AUS\$ are desirable for people going to Australia or people doing international business.

They usually give an average between the selling price and buying price. The ATMs charge for each withdrawal. At an ATM you can only withdraw 10,000 NU in each transaction, with a maximum withdrawal of 50,000 NU per day.

### **Arrival**

Your accommodation is fully furnished. However, a box of 'extras' to make you stay more comfortable will be dropped off at your accommodation. At the end of your stay please place these things back in the box. Contact Tshering Wangmo to collect the box to keep in safe keeping for the next artist in resident.

The extras:

knives, spoons, forks, fry pan, saucepan, electric hotplate, wine glasses, glasses, rug, blankets, sheet, bowls, towels, tea towels, bedside lamp, fur covered hot water bottle,

double boiler, mortar and pestle, apron, kira (skirt) and tago (top), you will need a kira wrap round skirt, rachu (sash), towels, face washers, water bottle, an Australian powerboard, extension cords, mop, for recording workshop: Mobile phone holder and ring light, bed side lights.

**Customs, Behaviour and dress:** for official work, government business, women wear a kira and men a Gho. For official college events it is appreciated if you wear in national dress.  
Don't sleep with you head pointing towards the river  
Don't walk over a warp weaving set up  
Walk around the chorten in a clockwise direction

**Water:** Don't drink water from the tap/ use bottled water or boiled water

**Animals:**

Dogs: don't feed the dogs, you can be fined, don't allow them inside or pat them as they can become aggressive to other adults and children when not treated in the same way. Rabies is active in Bhutan.

Cattle and horses: share the road and foot paths, they are used to cars and trucks

**Transport to town:** Taxis wait at the iron bridge on the opposite side of the river to the college. Costs 100BTN to get to town

**Transport return from town:** Taxi rank: market end of main street. 150BTN for return journey as they drop you at your door.

**Walking to town:** walk towards the Paro Dzong along the river and cross at the cantilever bridge (Dzong Bridge)

The market is on the left hand side going into town.

Walk around the chortens in a clockwise direction.

Hardware stores: Ask the person behind counter for what you need. They will then direct a worker to get what you want. For you to examine.

Pema Dorji General Shop: fabric and traditional dress

**Western style café:**

Mountain Café

Brioche

Book Café

Park 76 Café and Pub (has music)

Medications: bring extra of your regular medication, you could also bring Panadol, aspirin, hydralyte, telfast, gastrostop, vitamin C, vitamin B12

**The Artist Space description**

Tile floor

White concrete walls painted with distemper

No water or sink in the room

Tea and coffee making

Cloths

Heater

Work tables

3 Plinths

3 x 4ftx8ft Ply wood boards

Computer and printer

### **Resources**

Local artisans, traditional painter: Pema Choejay (Thangka Artist) pemschos@gmail.com

Kanajangsa Traditional Arts and Crafts Institute Thimphu (traditional arts school)

Zilpa Mineral Pigment Painting: Rinzin Dorji +975 17688109 or 77648952 Natural pigments

VAST: Thimphu

Book Café (a weaver and kira shop in same compound)

### **What's hard to find:**

Blind cord for hanging art work

Sheets of thick cardboard

Dental floss

Foam Core

Cutting mat

Clay

Quality Art paper nothing above A3 (can purchase locally made washi paper)

A3 at the book shop in Thimphu

Any quality art materials