

SECRETARIAT OF THE PACIFIC COMMUNITY



LOGISTICS INFORMATION for self-funded participants

Date	Meeting	Venue
1-2 July 2013	19 th Regional Disaster Managers' Meeting	Tanoa International Hotel, Nadi
1-3 July 2013	Pacific Regional Water & Sanitation Consultations	Tanoa International Hotel, Nadi
3-5 July 2013	Inaugural Meeting of NDMOs, Fire and Police,	Tanoa International Hotel, Nadi
8-11 July 2013	2013 Joint Meeting of the Pacific Platform for Disaster Risk Management (PPDRM) & Pacific Climate Change Round Table (PCCRT)	Sofitel Resort, Denarau, Nadi

The Secretariat is pleased to provide the following general information for SPC-funded participants to attend the above listed meetings.

GENERAL

- **Entry** - A valid passport and a return ticket is a requirement for all participants entering Fiji.
- **Climate** - The month of July is characterized by *gradually rising* daily high temperatures, with daily highs increasing from 25°C to 28°C over the course of the month.
- **Clothing** - For meeting days “bula” wear, casual but smart. Bring light, summer clothing with a long sleeved jacket for the nights. Do not forget a swimming suit, mosquitoes repellent and a sun cream.
- **Currency** - Participants are advised that Fiji uses the Fiji dollar as its domestic currency. Most major international credit cards and travellers' cheques are widely accepted at major banks and hotels.
- **Languages** - The meetings will be conducted in English and French. Simultaneous interpretation and translation services will be available.
- **Power Supply** – The Fiji power supply operates at 240 volts.
- **Medical & Dental** – Any participant requiring medical or dental attention is asked to contact the Secretariat.

TRAVEL

- **Visas** - Except for Timor Leste nationals who require entry permits before arrival into Fiji, all other nationals of SPC member countries will be issued with an entry visa upon arrival at Nadi Airport. Participants travelling through other countries which require transit visas will be responsible for obtaining such a visa.
- **Insurance** – SPC does not insure participants whilst attending or travelling to and from the meetings, and will not be responsible for any expenses arising from sickness, injury, other disability or loss of life.

ACCOMMODATION

- Self-funded participants who require assistance in the booking of accommodation at the Tanoa International Hotel or Sofitel Resort and Spa can get in contact with laisa@sopac.org/laisab@spc.int or asinate@sopac.org/asinaten@spc.int or fane@sopac.org/fanew@spc.int.

MEETING SERVICES

- **Meeting Pack** - A meeting pack consisting of conference book, note pad, and USB flash drive will be distributed upon registration.
- **Meals** - Morning and afternoon tea will be provided on meeting days only. Self-funded participants that wish to have lunch at the meeting venue as well, will need to indicate this upon registration. A fee of FJD 30 per lunch will be charged.
- **Registration** – For on-line registration <http://www.pacificdisasterclimatemeeting2013.net>.
- **Transportation** – Daily bus schedules between the Tanoa International Hotel and Sofitel Resort and Spa, Denarau will be provided at a nominal cost of FJD 15 return.

If you should require additional information or assistance, please contact any of the following Secretariat staff:

1. Akhilesh (679) 9992743 - akhileshp@spc.int
2. Asinate (679) 8355575 - asinaten@spc.int
3. Fane (679) 9451032...fanew@spc.int
4. Laisa (679) 9948761/7381513 - laisab@spc.int
5. Marilyn (679) 7776301 - marilyns@spc.int

Merci beaucoup and Vinaka.