Logo

Description automatically generated

**The 15th APT Policy and Regulation Forum for Pacific (PRFP-15)**

30 August – 1 September 2022, Port Vila, Vanuatu



Shape

Description automatically generated with medium confidence

Supported by

**INFORMATION FOR PARTICIPANTS**

The 15th APT Policy and Regulation Forum for Pacific (PRFP-15) is scheduled to be held from 30 August to 1 September 2022 in Port Vila, Vanuatu in a hybrid format (both physical and virtual/online attendance through APT Zoom meeting). The Forum will be organized by the Asia-Pacific Telecommunity (APT) and hosted by the Office of the Government Chief Information Officer (OGCIO) and Telecommunications, Radiocommunications and Broadcasting Regulator (TRBR), Vanuatu. It is also supported by the generous contributions from Department of Infrastructure, Transport, Regional Development, Communications and the Arts, Australia and Ministry of Internal Affairs and Communications, Japan.

Please find the following information for the convenience of participants.

**MEETING PLATFORM**

The Introduction to APT Zoom Meeting is attached. Detailed information to access the virtual meeting will be sent directly to registered participants in due course.



**VENUE**

The Forum will be held at Warwick Le Lagon. The contact details of the hotel are as follows:

**WARWICK LE LAGON**

Address: Elluk Road, Off Kumul Highway, Efate, Vanuatu

Tel: +678 22 313

Website:[https://www.warwickhotels.com/warwick-le-lagon-vanuatu](https://apc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.warwickhotels.com%2Fwarwick-le-lagon-vanuatu&data=05%7C01%7CSupitcha%40APT.INT%7C00ab82984bca44f607a508da5fd35b59%7C4fc3803fd0d04fffa93eebcc4f330b4e%7C0%7C0%7C637927660177678677%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=REkiKRue7cG6Ijtqo3yib%2F2eoRDHQe%2FMASfDqN8m2y8%3D&reserved=0)

**PARTICIPATION**

All APT Members, Associate Members and Affiliate Members may participate in the meeting. The Organizations which have a Memorandum of Understanding (MoU) with the APT or other relevant international or regional organizations may send representatives to attend the meeting.

For Members, Associate Members and International/Regional Organizations, it is kindly requested to send the official list of members in your delegation.

Participation of Non-Members:Non-APT members may be invited to participate in the activities of the Forum as Guest at the discretion of the Chair of the PRFP and the Secretary-General in consultation with the relevant Member administration as appropriate.

Other non-APT members may participate as an observer with the payment of the participation fee and subject to consultation between the Secretary-General and the relevant Member Administrations, as appropriate.

For physical attendance, the Attachment 1 provides some relevant information as of 1st of July 2022. Please check the latest information with relevant authorities and organizations as the conditions may change.

Since the number of physical attendances influences some preparations for the meeting venue and other arrangements, your administration/organization is kindly requested to register delegates for physical attendance preferably by the date specified in the following section.

**REGISTRATION**

For both physical and virtual/online attendance, registration can be done online at <https://www.apt.int/content/online-registration>, preferably by **2 August 2022** for making necessary arrangements. Please indicate in the registration form whether your delegate will attend in person or virtually. **Only the registered participants are entitled to join the meeting**. APT Secretariat will provide detailed information to the registered participants prior to the meeting.

**HOTEL ACCOMMODATION RATE & RESERVATION**

**Warwick Le Lagon** is recommended for all participants to stay during the meeting. All participants are required to make room reservations directly with the hotels except for the participants under the APT fellowship. The contact details of the hotel are as follows:

Address: Elluk Road, Off Kumul Highway, Efate, Vanuatu

Phone: +678 22 313

Email: [reservations.lelagon@warwickhotels.com](mailto:reservations.lelagon@warwickhotels.com)

Website:[https://www.warwickhotels.com/warwick-le-lagon-vanuatu](https://apc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.warwickhotels.com%2Fwarwick-le-lagon-vanuatu&data=05%7C01%7CSupitcha%40APT.INT%7C00ab82984bca44f607a508da5fd35b59%7C4fc3803fd0d04fffa93eebcc4f330b4e%7C0%7C0%7C637927660177678677%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=REkiKRue7cG6Ijtqo3yib%2F2eoRDHQe%2FMASfDqN8m2y8%3D&reserved=0)

|  |  |  |
| --- | --- | --- |
| **Room Type** | **Room Rate/Night** | **Reservation** |
| **Single/Double/Twin** |
| Garden View/Lagoon View | VUV 14,500 (USD 128 approximately) | [reservations.lelagon@warwickhotels.com](mailto:reservations.lelagon@warwickhotels.com) |
| Lagoon Superior | VUV 15,300 (USD 135 approximately) |
| Garden Bungalow | VUV 17,300 (USD 153 approximately) |
| Lagoon Bungalow | VUV 22,500 (USD 199 approximately) |
| Over Water Villa | VUV 29,000 (USD 256 approximately) |

* *Rates are inclusive of an international buffet breakfast and free Wi-Fi in room*
* *Rates are inclusive of service charge and tax per room per night*
* *Check-in time 2 pm. and check-out 11 am.*

**Due to the availability of limited rooms, APT Secretariat may not be able to guarantee hotel reservations and special rates after the 2nd of August 2022.**

The following hotels are alternative hotels for participants to stay at during the meeting. Please contact the hotels directly for rates and reservations:

**1)** **Hotel name: Kaiviti Motel**

Address: Kaiviti Motel, Port Vila, Vanuatu

Phone: +678 24684

Email: [kaiviti@vanuatu.com.vu](mailto:kaiviti@vanuatu.com.vu)

URL: <https://www.thebookingbutton.com.au/properties/kaivitimotel>

**2)** **Hotel name: Mooring Hotel**

Address: Moorings Hotel Port Vila, Vanuatu

Phone: +678 26800

Email: [reservations@mooringsvanuatu.com](mailto:reservations@mooringsvanuatu.com)

URL [www.mooringsvanuatu.com](http://www.mooringsvanuatu.com/)

**3)** **Hotel name: Melanesian Hotel**

Address: Melanesian Hotel

Phone: +678 22150

Email: [reservation@melanesian.com.vu](mailto:reservation@melanesian.com.vu)

URL: <https://www.melanesianportvila.com>

**4)** Hotel Name: **MG Cocomo Resort**

Address: Teouma Road, Tassiriki, Port Vila, Vanuatu

Phone: +67825505

Email: [res@mgcocomo.com](mailto:res@mgcocomo.com)

URL: <http://mgcocomo.com/>

**5)** **Hotel name: Golden Port restaurant and Hotel**

Address: Lini high way, Port Vila, Vanuatu

Phone: +67822375

Email: [support@booked.net](mailto:support@booked.net)

URL: <https://golden-port-restaurant-hotel-port-vila.booked.net/>

**LOCAL HOST WEBSITE**

The website link: [https://prfp-15.org.vu/](https://apc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fprfp-15.org.vu%2F&data=05%7C01%7CSupitcha%40APT.INT%7C63b3a1572d93419e7e4008da6fb4770f%7C4fc3803fd0d04fffa93eebcc4f330b4e%7C0%7C0%7C637945118156181917%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=Q1xiGhzubmnxB6F%2Bdy81ngYlCX1cxANvsdyWPhtR3Tc%3D&reserved=0) provided by the host country, Vanuatu which will provide useful information for the participants.

**MEETING WEBSITE, MEETING DOCUMENTS, AND CONTRIBUTION GUIDELINES**

Related information about the meeting and provisional meeting documents will be available at the APT Website at: <https://www.apt.int>.

Members, Associate Members, Affiliate Members, and International/Regional Organizations who wish to submit a contribution(s) to the Forum, should prepare their contribution(s) in Microsoft Word and/or PowerPoint, English Version and send it to [aptpolicy@apt.int](mailto:aptpolicy@apt.int). **The deadline for submission of the contributions is 23 August 2022.**

**WIRELESS LAN**

Internet Access over a wireless network will be available during the meeting. Physical participants who wish to utilize the wireless facilities are kindly requested to bring their own laptop computers with Wi-Fi capability.

**TRANSPORTATION FROM THE AIRPORT TO THE HOTEL**

It takes about 20 minutes by car from Port Vila Bauerfield International Airport to the Warwick Le Lagon.

* The Local Organising Committee (LOC) in Vanuatu will arrange transfer services from the airport to the hotel and return for all participants who will advise LOC of their itinerary in advance. Those who may need this assistance are encouraged to register flight details via e-mail to [prfp15@vanuatu.gov.vu](mailto:prfp15@vanuatu.gov.vu) before **the 15th of August 2022** so that adequate arrangements can be made.
* Alternatively, a taxi service is available. The approximate taxi fare from the airport to the hotel is USD20. It is recommended you confirm the price with the driver before you depart. Hotel shuttles are also available for transport from and to the airport.

**VISA AND IMMIGRATION INFORMATION**

All participants traveling into Vanuatu must have a valid passport for at least six (6) months beyond the intended period of stay and a ticket for return or onward travel to another country to which he/she is authorized to enter is required.

Citizens of most Pacific Islands countries are exempt from an entry visa. Please check with your travel agents the appropriate visas and documentation necessary for your entry into Vanuatu. Further details can be found at <https://immigration.gov.vu/index.php/department-of-immigration-and-passport-service/visa-exempt>

The responsible authority on entry requirements and issuing permits into Vanuatu is the Department of Immigration <http://www.immigration.gov.vu>. Visitors including events and conferences will be granted a visa upon arrival which is valid for up to 4 months maximum.

The local organizing committee will advise the secretariat on any visa requirements changes from the 1st of July and onwards. The participants needing assistance with the visa information can liaise with the host via telephone or email at the address below;

**PRFP-15 Local Organizing Committee**

Phone: +678 27621

Email: [prfp15@vanuatu.gov.vu](mailto:prfp15@vanuatu.gov.vu)

**INSURANCE**

APT will not be able to bear any cost of medical or travel insurance for the participant including any measures for Covid-19 such as quarantine, PCR test, etc. APT requests Administrations/Organizations to kindly make necessary arrangements for medical, travel insurance, and others covering the whole period of the event and overseas travel for the participant.

**PRACTICAL INFORMATION**

**About Vanuatu:** If planning for a short holiday, Vanuatu is known for its natural beauty and tropical climate and more commonly for its wealth of adventure with Local hospitality. For more information please visit websites on [Vanuatu Tourism | Travel | Holiday | Resorts | Tours | Dining | Experience | Planning](https://www.vanuatu.travel/en/index.php)

**Weather:** Tropical weather

**Dress Code:** Recommended dress code for the above events is Smart Business Casual attire. September marks the beginning of the rain and humid season for Vanuatu, which may bring about also tropical storms and bad weather alerts. Delegates are recommended to bring an appropriate jacket for going out in the evenings and during the indoor meeting sessions. Having a handy umbrella is also recommended if staying outside the hotel venue. Also, participants are be prepared for any climate change issue.

**Language:** Bilingual both English & French are official Language, local language is Bislama.

**Time Zone:** Vanuatu, during July- October is mostly cool and dry, some warm clothing is recommended, and an umbrella is suggested if staying in alternate hotels.

Local time in Vanuatu is UTC/GMT +11.

**Banks & Currency:** The local currency is Vatu (VUV). Check online for currency exchange rates. International Banks operating in Vanuatu are ANZ, Bred Bank, Bank of South Pacific (BSP), and National Bank of Vanuatu. Internationally recognized credit cards such as Visa, and MasterCard, are accepted by the hotel

There are other currency exchange outlets available in the Airport and around town, to name a few Western Union money transfers and Goodies FOREX

**Electricity:** Electricity voltage is 240 volts with pin configuration like Australia, NZ and most Pacific Island countries. You are advised to take along your universal adaptor if you are from the USA, Asia, or any other country with dissimilar pin configurations and voltages.

**Telecommunications Services:**

Communication services in Vanuatu include fixed-line telephony (International Direct: Voice/ Data/ Facsimile, Broadband Internet ADSL, Wireless Hotspots, and 2G/4G GSM Mobile Network & SMS Prepaid telephone services.

Vanuatu’s IDD Country code: +678

Mobile network is provided by Vodafone and Digicel and Wantok. Vanuatu offers to roam to most of the developed countries including some Pacific Islands. For those not able to use roaming and prefer purchasing prepaid SIM cards, Starter Packs are available at approx. VUV 500-1000. They can be purchased at the Airport or any Vodafone/ Digicel outlet with the issuance of an ID.

**CONTACT INFORMATION**

|  |  |
| --- | --- |
| **APT Secretariat**  Asia-Pacific Telecommunity  12/49 Soi 5, Chaeng Watthana Road  Bangkok 10210, Thailand  Tel: + 66 2 573 0044  Fax: +66 2 573 7479  Email: [aptpolicy@apt.int](mailto:aptpolicy@apt.int)  Mr. Young Gyu Sin  Programme Officer  Email : [ysin@apt.int](mailto:ysin@apt.int)  Ms. Supitcha Chansak  Programme Secretary  Email : [supitcha@apt.int](mailto:supitcha@apt.int) | **Local Secretariat**  Local Organizing Committee  C/- OGCIO, Prime Minister’s Office  Government of the Republic of Vanuatu  Rue Mercet, PMB 9018, Port Vila, Vanuatu  Tel: +678 27621 / 34621 / 23432 / 33380  Fax: +678 27440  Email : [prfp15@vanuatu.gov.vu](mailto:prfp15@vanuatu.gov.vu)  Mr. John Jack  Chair – Local Organizing Committee  E-mail: [john.jack@ogcio.gov.vu](mailto:john.jack@ogcio.gov.vu) |

**ANNEX 1**

**CONDITION FOR TRAVELING TO VANUATU**

Travel to Vanuatu is currently open for international visitors (including tourists) since the 1st of July 2022.

The [health requirements](https://covid19.gov.vu/images/Travelling-To-Vanuatu/MOH_Requirements_for_Int_Travel_from_1_July_2022_20_June_2022_SHORT_FINAL2.pdf) for international travelers to Vanuatu have been updated since 1st of July 2022

Therefore, it is important to make sure that all health requirements must be met with the following exceptions:

1. Foreign nationals (non-citizens and non-residents) including tourists can now travel to Vanuatu.
2. Full COVID-19 vaccination in advance of travel will be encouraged but will no longer be required.
3. An updated online travel system will be introduced.
4. Foreign nationals are to meet all medical expenses in Vanuatu for any ailments and injuries, including COVID-19. This also applies to those travelers’ visiting family and friends. Travel insurance for foreign nationals is encouraged (but not required) for this purpose.

It is strongly advised that you continue to check for further [updated travel requirements](https://covid19.gov.vu/index.php/travelling-to-vanuatu/travelers-to-vanuatu).

***Source: Vanuatu Ministry of Health Covid-19 Updates***

LOC will advise through the secretariat for any possible changes.