



## **The 20<sup>th</sup> APT Telecommunication/ ICT Development Forum (ADF-20)**

9 – 10 October 2023, Kuala Lumpur, Malaysia

### **INFORMATION FOR PARTICIPANTS**

The 20th APT Telecommunication/ICT Development Forum (ADF-20) will be held from 9 – 10 October 2023 in Kuala Lumpur, Malaysia with physical attendance as well as virtual/online participation through APT Zoom meeting (i.e., hybrid meeting) hosted by the Ministry of Communications and Digital Malaysia (MCD), and Malaysian Communications and Multimedia Commission (MCMC). The ADF-20 will be organized consecutively with the Capacity Development Conference 2023 (CDC23) until 11 October 2023 organized by which will be organized by MCMC and APT.

The detailed arrangements are as follows:

#### **1. OFFICIAL VENUE**

The ADF-20 and CDC23 will be held at the **Grand Hyatt Kuala Lumpur**:

Address: 12, Jalan Pinang, 50450 Kuala Lumpur, Malaysia

Telephone : +603 2182 1234

Website : <http://www.kualalumpur.grand.hyatt.com>

#### **2. PARTICIPATION**

All APT Members, Associate Members, Affiliate Members, academia, and international/regional organizations are invited to participate in the ADF-20 and CDC23 by registering online through the APT Website.

Member Administrations, Associate Members and international/regional organizations are requested to send the list of your respective delegations to facilitate logistic arrangements.

Non-APT Members may attend as an “Observer” without registration fee with the discretion of the Secretary General of APT, in consultation with the relevant Member Administration, as appropriate.

All APT Members, Associate Members and Affiliate Members may participate in the activities of the Forum.

Organizations which have MOU with the APT or other relevant international or regional organizations may send representatives to attend the meetings of the Forum on the same basis as they attend other APT meetings.

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

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

### 3. REGISTRATION



For both physical and virtual/online attendance, registration can be done online at <https://www.apt.int/content/online-registration>, preferably by 11 September 2023 for physical attendance and by 22 September 2023 for virtual/online attendance, 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 detail information to the registered participants prior to the meeting.

On-site registration and distribution of badges will commence from 08:30 hours (GMT+8) on Monday, 9 October 2023. **Delegates are required to bring their passports or other photo identification to receive their badges.**

### 4. HOTEL ACCOMMODATION

The host recommends the delegates to stay in the venue hotel, the **Grand Hyatt Kuala Lumpur**. Alternatively, the host has arranged additional hotel accommodation options for foreign delegates participating in the ADF-20 and CDC23 as listed in the appended table with the reservation details. **Delegates are advised that room reservations should be made directly with the hotels by completing the respective hotel's Room Reservation Forms or links. To enjoy the negotiated rates, please inform the respective hotel that you are participating in the ADF-20 and CDC23.**

Hotel	Room Category	Room Rate (per night)	Contact
<b>Grand Hyatt Kuala Lumpur</b> (venue hotel) <a href="https://goo.gl/maps/Si6c8vfNcC7MNYc7A">https://goo.gl/maps/Si6c8vfNcC7MNYc7A</a>	Grand Room (Single)	MYR 677.80 nett/ USD 146 approx.	E-mail: <a href="mailto:HuiLin.Chong@hyatt.com">HuiLin.Chong@hyatt.com</a> and <a href="mailto:kualalumpur.grand@hyatt.com">kualalumpur.grand@hyatt.com</a>
	Grand Room (Double)	MYR 741.40 nett/ USD 159 approx.	
<b>Impiana KLCC Hotel</b> (opposite the Grand Hyatt KL) <a href="https://kualalumpurhotels.impiana.com.my/">https://kualalumpurhotels.impiana.com.my/</a> <a href="https://goo.gl/maps/K7SYE6NWF RgiYTpVA">https://goo.gl/maps/K7SYE6NWF RgiYTpVA</a>	Deluxe Room (Single)	MYR 381 nett / USD 82 approx.	E-mail: <a href="mailto:nazmi.amat@impiana.com">nazmi.amat@impiana.com</a> and <a href="mailto:reservation.iklcc@impiana.com">reservation.iklcc@impiana.com</a>
	Deluxe Room (Double)	MYR 412.80 nett / USD 89 approx.	
	Club Deluxe Room (Single)	MYR 487 nett / USD 105 approx.	
	Club Deluxe Room (Single)	MYR 540 nett/ USD 116 approx.	
<b>Grand Millenium Kuala Lumpur</b>	Deluxe Room (Single)	MYR 382.80 nett/ USD 82 approx	

Hotel	Room Category	Room Rate (per night)	Contact
<a href="http://www.grandmillenniumkl.com">www.grandmillenniumkl.com</a> <a href="https://goo.gl/maps/V7BNzzuwkZBfZ2zg8">https://goo.gl/maps/V7BNzzuwkZBfZ2zg8</a>	Deluxe Room (Double)	MYR 423.40 nett/ USD 91	 Hotel Reservation Form - MCMC.pdf Email: <a href="mailto:norsyafiqka.azhar@milleniumhotels.com">norsyafiqka.azhar@milleniumhotels.com</a>
<b>Novotel Kuala Lumpur City</b> <a href="https://all.accor.com/hotel">https://all.accor.com/hotel</a> <a href="https://goo.gl/maps/4CbPcqmJERA3rcJj9">https://goo.gl/maps/4CbPcqmJERA3rcJj9</a>	Deluxe Room (Single)	MYR 370.40 nett/ USD 80 approx.	 Booking Form -MCMC_ 091023.pdf Email: <a href="mailto:elena.ukan@accor.com">elena.ukan@accor.com</a>
	Deluxe Room (Double)	MYR 391.40 nett/ USD 84 approx.	

**Notes:**

- Check-in time is 14:00 hours; Check-out time is 12:00 hours.
- Rates are inclusive of daily buffet breakfast and complimentary in-room WiFi.
- All rates quoted in MYR are inclusive of 10% service charge and the prevailing government tax per room per night.
- Tourism Tax of MYR10 (USD 2.40 approx.) flat rate per room per night will be imposed on all foreign guests.
- Reservation cancellation: Please refer to the respective reservation forms on the terms and conditions for cancellations. Due to the peak season, delegates are advised to complete their reservations with the hotels as soon as possible as the host will not guarantee the negotiated rates once the accommodation room limits are exhausted.

**5. MEETING WEBSITE, MEETING DOCUMENTS AND CONTRIBUTION GUIDELINE**

Related information about the meeting and meeting documents will be available at the APT Website at: <https://www.apint/2023-ADF20>

Materials prepared by speakers and presenters will be posted on APT Website. Any contributions from APT Members, Associate Members, Affiliate Members, Regional/International Organizations are welcome. It is requested to submit contribution, if any, to the APT Secretariat by 25 September 2023 at the latest. Please contact: [aptict@apt.int](mailto:aptict@apt.int) to submit contributions and any information on the documentation.

In order to facilitate efficient meeting management and document handling process, APT encourages the use of electronic documents during the meeting. Electronic copies of the meeting documents will be available online.

**6. WIRELESS LAN**

Internet access over wireless network will be available during the meeting. Delegates who wish to utilize wireless facility are kindly requested to bring their own laptop computers with Wi-Fi capability.

## 7. AIRPORT TRANSFERS AND MOBILITY

Delegates are requested to use public transportation facilities available at the Kuala Lumpur International Airport (KLIA), Malaysia. Below are details of the public transportation services that are available at the airport.

### Airport Limousine

This service is operated on a pre-paid coupon basis which can be purchased at the Limousine Counter in the International Arrival Hall, KLIA and is available for 24 hours. The journey time from KLIA to meeting venue in the heart of Kuala Lumpur takes approximately one (1) hour. The costs for one-way rate from KLIA to Kuala Lumpur city center are as follows:

<b>Budget</b>	<b>Premier</b>	<b>Luxury/ Family</b>
MYR 100.00* (USD22 approx.)	MYR 150.00* (USD33 approx.)	MYR 250.00* (USD54 approx.)
	MYR 200.00** (USD43 approx.)	MYR 350** (USD75 approx.)

For more information, please refer to this link: <http://www.airportlimo.my>

\* For transfer from 6.00 am – 11.59 pm

\*\* For transfer after 12.00 am

### **KLIA Ekspres (ERL)**

The Express Rail Link (ERL) is a high-speed rail link between KLIA and KL Sentral Station. Trains are available every 20 minutes and the journey time from KLIA to KL Sentral is 28 minutes. One-way fare is MYR55.00 (USD12 approx.). From KL Sentral, passengers may purchase coupons at the Taxi Counter to their respective hotels. For more information, please refer to this link <https://www.kliaekspres.com>

### **Taxis**

There are taxi stands placed outside most major hotels, and taxis can also be flagged down from the street. All taxis are metered and the flag-down fare for budget taxis in the Klang Valley area starts from MYR3.00 (USD0.72 approx.) for the first two (2) kilometers, and then MYR1.25 (USD0.30 approx.) for every following kilometer. Bright Blue executive taxis cost more (MYR 6.00 for the first kilometer, then MYR2.00 (USD0.49 approx.) for every subsequent kilometer).

The journey time from KLIA to meeting venue in the heart of Kuala Lumpur takes approximately one (1) hour.

### **e-Hailing Ride Service: Airport Gateway by Grab**

The prominent e-hailing ride alternative in Malaysia is Grab that offers transfers from/ to the airports and the Klang Valley (except Rawang, Kuala Selangor & Genting Highlands) with GrabCar for MYR65.00 (USD16 approx.).

Booking the Airport Getaway by GrabCar-

- Step 1: Download the Grab app. and tap the GrabCar icon.
- Step 2: Choose your payment method (cash/ credit/ debit).
- Step 3: Choose your pick-up/ drop-off point within the Klang Valley, and select your relevant entrance/ exit at KLIA.

## **8. VISA AND IMMIGRATION**

As visa requirements change from time to time and vary for the citizens of different countries, delegates are requested to check the visa requirements with their nearest Malaysian Embassy/ High Commission.

For more information on updated Visa and entry requirements into Malaysia, please refer to this link <http://www.imi.gov.my/index.php/en/main-services/visa/visa-requirement-by-country>. Please contact the following official for delegates requiring a visa supporting letter:

**Mr. Mohd Akmal bin Radzuan**

Communications Technology Division

Ministry of Communications and

Multimedia Malaysia

E-mail: [akmalradzuan@kkd.gov.my](mailto:akmalradzuan@kkd.gov.my)

Telephone: +603-89117521

Delegates who require a visa support letter to facilitate your visa application, please include in your request a copy of your passport and APT registration confirmation no later than **8 September 2023**.

## 9. PERSONAL AND MEDICAL INSURANCE

APT and the host country will not bear any cost of insurance for delegates, medical expenses, or any other related expenses. It is therefore requested that all delegates make the necessary arrangements for insurance and medical coverage before their travel into Malaysia.

## 10. PRACTICAL INFORMATION

Malaysia is a beautifully complex vacation destination, a land where ancient rainforests give way to multicultural city life. Capital city Kuala Lumpur is visually defined by the iconic Petronas Twin Towers.



Kuala Lumpur is the federal capital and most populous city in Malaysia. Literally meaning "muddy river confluence" in Malay, Kuala Lumpur has grown from a small sleepy Chinese tin-mining village to a bustling metropolis of around 6.5 million (city-proper population of 1.8 million) in just 150 years. The city covers an area of 243 km<sup>2</sup> (94 sq mi) and has an estimated population of 1.9 million. Greater Kuala Lumpur, also known as the Klang Valley, is an urban agglomeration of 7.2 million people. It is among the fastest growing metropolitan regions in terms of population and economy.

Kuala Lumpur is the seat of the Parliament of Malaysia. The official residence of the Malaysian King, the Istana Negara, is also situated in Kuala Lumpur. Kuala Lumpur is the cultural, financial, and economic centre of Malaysia due to its position as the capital as well as being a key city.



More information about Malaysia as your dream destination is available here:

<https://www.tourism.gov.my>,  
<https://www.malaysia.travel> and

<https://www.youtube.com/watch?v=LKUjQvuzrfA>.

**Local time:** GMT + 8 hours.

**Foreign exchange rate:** Approx. MYR 4.54 to USD 1.00

**Weather forecasts in October 2023:** Daytime temperatures are forecasted to reach 32°C in Kuala Lumpur with very high heat and humidity, falling to 23°C at night. Kuala Lumpur is forecasted to be mostly rainy, therefore delegates are advised to pack appropriately for the weather.

**Electricity:** 220 Volt, 50 Hz. Electrical sockets (outlets) in Malaysia are the "Type G" British BS-1363 type. Please bring the accurate adapter for your equipment. The host will not be providing the universal adapters.



## 11. CONTACT INFORMATION

<p><b><u>APT Secretariat</u></b> Asia-Pacific Telecommunity 12/49, Soi 5, Chaeng Watthana Road, Bangkok 10210, Thailand Tel: + 66 2 573 0044 Fax: +66 2 573 7479 Email: <a href="mailto:aptict@apt.int">aptict@apt.int</a></p>	<p><b><u>Host Secretariat</u></b></p> <p><b><u>Mohd Akmal bin Radzuan (Mr.)</u></b> Communications Technology Division Ministry of Communications and Multimedia Malaysia (KKD) Tel: +603 8911 7521 Mobile: +601 9508 0941 Email: <a href="mailto:akmalradzuan@kkd.gov.my">akmalradzuan@kkd.gov.my</a></p> <p><b><u>Syahniza Md. Shah (Ms.)</u></b> Head, Regional and Multilateral Affairs, International Affairs Division, Malaysian Communications and Multimedia Commission (MCMC) Tel: +603 8688 8140 Mobile: +601 9325 8801 Email: <a href="mailto:syahniza.mdshah@mcmc.gov.my">syahniza.mdshah@mcmc.gov.my</a></p> <p><b><u>Amy Syazlin Zailani (Ms.)</u></b> Deputy Director, Regional and Multilateral Affairs, International Affairs Division, Malaysian Communications &amp; Multimedia Commission (MCMC) Tel: +603 8688 8591 Mobile: +601 4800 3009 Email: <a href="mailto:syazlin.zailani@mcmc.gov.my">syazlin.zailani@mcmc.gov.my</a></p>
--	---