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Международная
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авиации

منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref.: T 8/2.10:AP004/13 (CNS)

10 January 2013

Subject: Eighth Meeting of the Aeronautical
Telecommunication Network Implementation
Co-ordination Group (ATNICG/8) of APANPIRG
(Jakarta, Indonesia, 18 -21 March 2013)

Action Required: Reply at the earliest convenience,
preferably **before 08 March 2013**

Sir/Madam,

I have the honor to invite your Administration to the Eighth Meeting of Aeronautical Telecommunication Network Implementation Co-ordination Group of APANPIRG (ATNICG/8) to be held at Hotel Indonesia Kempinskyin, Jakarta, Indonesia from 18 to 21 March 2013. The meeting will be hosted by the Directorate General Civil Aviation of Indonesia.

The objective of the meeting is to review the implementation issues of ATN/AMHS in the Region and further progress the work of ATNICG included in Terms of Reference and Subject/Tasks List. The meeting will review and discuss the operational concept of System Wide Information Management (SWIM) and the outcome of AN Conf/12 on SWIM.


I would therefore request you to arrange for the participation of suitably qualified professional(s) from your Administration for the ATNICG/8 meeting.

Provisional agenda for the meeting is provided in Attachment 1. Your comments, if any on the provisional agenda would be appreciated. Working/Information Papers containing inputs relevant to the proposed agenda for the meeting may be submitted in the MS Word/MS Power Point format at your earliest convenience, preferably **by 08 March 2013**. The meeting will also review the status of ATN/AMHS implementation in the Region. States are therefore requested to arrange for the presentation on implementation status in their Administration in the format provided at Attachment 1A. The meeting bulletin containing information on the meeting venue and other important details useful for the participants will be sent separately to you shortly.

...2/

I shall be grateful if you could arrange to send us the complete Nomination Form(s) as provided in Attachment 2 at your earliest convenience, preferably **by 08 March 2013**.

Accept Sir/Madam the assurance of my highest consideration.



Mokhtar A. Awan
Regional Director

Enclosures:

| | |
|----------------|-----------------------|
| Attachment 1: | Provisional Agenda |
| Attachment 1A: | Implementation Status |
| Attachment 2: | Nomination Form |

ATTACHMENT 1 A

FORMAT FOR REPORTING IMPLEMENTATION STATUS

- Contract Signed (Date)
- Completion of physical installation (Date)
- Completion of Training (Date)
- Completion of local testing (Date).....
- Circuit test schedule
 - o *Bilateral agreement signed with the reciprocal end (Date):*.....
 - o *Bilateral test carried out as per the procedure prescribed (Date):*.....
- Transition AFTN/AMHS (Date/Schedule)
- Setting up of AMHS UA (Date)
- Final Acceptance and Contract Signoff (Date)
- AMHS transition (Date/Schedule).....



**Eighth Meeting of the Aeronautical Telecommunication Network
Implementation Co-ordination Group of APANPIRG (ATNICG/8)**

Jakarta, Indonesia
18 – 21 March 2013

| Registration Form | | | | |
|------------------------------------|---|------------------------|------------|----------------|
| State/ Organization | | | | |
| Name | <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. | Family name (capitals) | First name | Middle initial |
| | | | | |
| Title/Official Position | | | | |
| Mailing Address | | | | |
| Telephone (office) | | | | |
| Telephone (mobile) | | | | |
| Fax | | | | |
| e-mail (1) | | | | |
| e-mail (2) | | | | |
| Hotel in Jakarta | | | | |

Note: Participants are expected to make their own hotel/visa arrangements

Please submit the completed form by 08 March 2013 by e-mail, fax or mail.

E-mail: APAC@icao.int cc : PLi@icao.int; SSomsri@icao.int

Fax: +66 (2) 537 8199

Mail : ICAO Asia/Pacific Office

P.O. Box 11

Samyaek Ladprao

Ladprao

Bangkok 10901

THAILAND



International Civil Aviation Organization

**THE EIGHTH MEETING OF AERONAUTICAL
TELECOMMUNICATION NETWORK (ATN)
IMPLEMENTATION CO-ORDINATION GROUP
OF APANPIRG (ATNICG/8)**

Jakarta, Indonesia, 18 - 21 March 2013



Ministry Of Transportation
Republic of Indonesia

MEETING BULLETIN

1. Schedule of Meeting

1.1 The opening session of the Eighth Meeting of Aeronautical Telecommunication Network Implementation Co-ordination Group (ATNICG/8) of APANPIRG will be held at 1000 hrs. on Monday, 18 March 2013 at Hotel Indonesia Kempinski Jl. MH Thamrin 1, 10310 Jakarta, Indonesia telephone number of the hotel is +62 (21) 2358-3800, and fax number is +62 (21) 2358-3801.

1.2 The daily order of business will be announced on the first day of the meeting.

2. Registration of participants

2.1 Participants are requested to register at the Registration Desk at the front of **Ball Room** between 0900 – 0945 hrs. on the first day of the meeting. Participants are also requested to wear the identification badge provided at the time of registration, while attending all activities during the meeting.

3. Meeting documents for distribution

3.1 To arrange ICAO APAC website in a timely manner, participants wishing to present papers for distribution during the meeting are requested to forward them to the Secretariat of the meeting at APAC@icao.int cc: PLi@icao.int at your earliest convenience, preferably by **8 March 2013**

4. Passport and Visa and Customs

4.1 All foreign nationals entering Indonesia must possess valid passports or other valid documents for travel. Participants from certain countries are not required to obtain visas for a temporary visit not exceeding 15 days. It should, however, be noted that the temporary visas issued upon arrival at the Airport cannot be extended beyond the period of 15 days except under extraordinary circumstances. Participants may wish to obtain information on entry requirements by accessing the web page <http://www.kemlu.go.id/Pages/ServiceDisplay.aspx?IDP=7&l=en> (Ministry of Foreign Affairs)

4.2 International certificates of vaccination against yellow fever are required if arriving within 6 days after leaving or transiting an infected area.

4.3 There are no restrictions on import of foreign currency. However, if the amount exceeds US\$10,000 it must be declared on entry. Foreign currencies may be taken out of the country up to the amount imported and declared. (Current exchange rate US\$1 = IDR 9.640 approx).

5. Location of Hotel Indonesia Kempinski Jakarta

5.1 Hotel Indonesia Kempinski Jakarta is Located in the Central Business and Embassy District, Hotel Indonesia Kempinski Jakarta balances sophistication and elegance. Directly facing the famous landmark Hotel Indonesia ‘roundabout’ (“Bundaran HI”), which features the iconic Fountain and the Welcome Statue, this fully-restored historical building marks the revival of the first five-star hotel in Southeast Asia. Mix business with pleasure as it is adjacent to the luxurious Grand Indonesia Shopping Town. It could be reached by walking distance. For further details please visit <http://www.kempinski.com/en/jakarta/hotel-indonesia/>

5.2 The preferred hotels listed has corporate rate under ICAO contract. For further details, please see Hotel list and direction as attached on **Annex 1**. It’s located within 1 km radius from Hotel Indonesia Kempinski Jakarta.

5.3 Participants may contact the hotels listed directly by telephone/fax/ e-mail for reservation. Due to heavy demand of the hotel, reservations should be made as early as possible. The Regional Office would be pleased to assist participants in making hotel reservation, if required. **When making reservation, it is better to contact our internal event organizer by email to anisa.oktaviani@andalusiarreservation.com participants should mention that they are attending ICAO ATNICG/8 Meeting to get the special room rate.**

5.4 Participants are required to make their own arrangement for transportation from/to airport to hotel and to/from the venue of the meeting. Participants are also requested to ask for a map to the venue of the meeting when they check in to the hotel. Participants staying at some of the recommended hotels given in Annex 1 may prefer to walk to the venue of the meeting, because the recommended hotels are all located within 1 km distance from the venue.

Transportation arrangements for the other activities will be announced during the Meeting.

- Hotel Indonesia Kempinski Jakarta also provide Airport limousine Service by Silver Bird Mercedes Ben E Class at about IDR 330.000 per vehicle by reservation specially for Airport Pick Up Service. The rates are net price.
- Public taxi service is also available at the taxi stands at the airport. In addition to the fare indicated in the taximeter and surcharge is required to be paid for hiring a taxi from airport to city based on the distance. Taxi fares to the hotel will cost around IDR 150.000. Its about 1,5 hour drive from the airport
- Airport Shuttle Bus Services / Damri also available at the airport for alternative. Participants may approach the airport shuttle bus counter .They only charge IDR 25.000 per person for the service and will drop you at Gambir station. You might need to take taxi from Gambir station to the Preferred Hotel

5.5 When departing, the hotel can arrange for transportation to the airport. Public taxis, which are less expensive than hotel taxis, are also available. Most taxis have a fare meter.

6. Contact Points

6.1 Correspondence pertinent to travel arrangement such as information of participants', arrival details, visa, request for accommodation at hotels other than the recommended hotel and other relevant matters should be directed to Mr. Arian Nurahman or Mrs. Suyanti Aviany of Directorate General of Civil Aviation Office.

You may wish to contact:

Mr. Arian Nurahman
Staff of Aeronautical Communication Division
Karya Building 23rd floor
Medan Merdeka Barat St. no. 8
Jakarta 10110
E-mail: arian.nurahman@gmail.com
Tel: +62 (21) 350-5006 (Ext. 4049)
Mobile: +62 (856) 9541-4428
Fax: +62 (21) 350-7569

Or

Mrs. Suyanti Aviany
Staff of Aeronautical Communication Division
Karya Building 23rd floor
Medan Merdeka Barat St. no. 8
Jakarta 10110
E-mail: aviany25@yahoo.com
Tel: +62(21)350-5006 (Ext. 4049)
Mobile: +62(811)974852
Fax: +62(21)350-7569

7. Currency Exchange

7.1 The basic unit of the Indonesia monetary system is Rupiah (Rp). Coin denominations are 100, 200, 500 and 1000. Bank notes, Foreign bank notes and traveller's cheque can be converted into Indonesian Rupiah at most banks, hotels, and airports. International credit card such as American Express, Diners Club, Visa, Master Card, etc. are normally accepted at major hotels, department stores, shopping malls and restaurants. You may be required to show your passport. USD 1 is equivalent to about Rp. 9.640 on January 2013.

7.2 All commercial banks exchange major foreign currencies and are open from 0800 to 1530 hours from Monday through Friday. Foreign exchange counters operated by various commercial banks are located at several places in the city and are also open during Saturdays and Sundays and on public holidays from 10.00 to 15.00 hours. To change travellers' cheques you are required to show your passport.

8. Other Useful Information

8.1 Time in Jakarta, Indonesia is 7 hours ahead of Co-ordinated Universal Time (UTC+7).

8.2 Weather in Jakarta is generally hot with high humidity between 25°C to 33°C. March is consider as a wet season in Indonesia. More weather information can be obtained from the web site of the Indonesian Meteorological Agencies: <http://www.bmg.go.id>

8.3 Most hotels add a 11% service charge to the room rate in addition to the government tax of 10%. Considerable tips for bell boy is approximately IDR 20.000 (around USD 2). At restaurants, a tip of about 10% is expected unless a service charge has been added to the bill.

8.4 Places of interest: mall Plaza Indonesia, mall Grand Indonesia, mall Plaza Senayan, mall Senayan City, National Monument, National Museum. Distances are within 3 km from the hotel, and reachable by taxi.

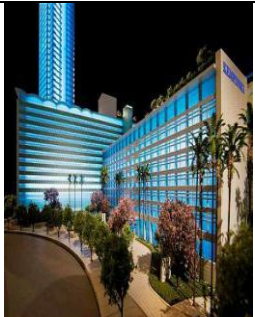
8.5 Jakarta's public transport consists of bus, Transjakarta bus way and cabs. For the convenience of using a taxi is recommended. Most of taxi is using fare meter which start at IDR 6000. Hotel will inform you the public taxi services which is comfort and save to use

8.6 Jakarta's traffic in the morning probably crowd, make sure the itinerary prior to travel, emergency call for police is 110 and medical emergency situation is 119.

LIST OF RECOMMENDED HOTEL

Hotel Indonesia Kempinski (***)**

Jl. M.H Thamrin no. 1
Jakarta Pusat
Indonesia


|  | PERIOD DATE | TYPE OF ROOMS | CORPORATE RATE |
|---|--------------------|----------------------|-----------------------------|
| | 18 – 22 March 2013 | Deluxe Room | US\$ 300++ / room/ night |
| | | Grand Deluxe Room | US\$ 330++/ room/ night |

Terms & Conditions

- Venue of the meeting
- All above rates are subject to 21% of service charge and government tax.
- Additional breakfast at USD 20 per person.
- The Internet Service has included in Room.

Grand Hyatt (***)**

Jl M.H Thamrin kav 28-30
Jakarta Pusat
Indonesia


|  | PERIOD DATE | TYPE OF ROOMS | CORPORATE RATE |
|---|--------------------|----------------------|-----------------------------|
| | 18 – 22 March 2013 | Grand Room | US\$ 275++ / room/ night |
| | | Club Room | US\$ 350++/ room/ night |
| | | Grand Suite Room | US\$ 655++/ room/ night |

Terms & Conditions:

- 5 Minute walking distance to the venue (Hotel Indonesia Kempinski)
- Rate are subject to 21% government tax and service charge
- Rate inclusive daily buffet breakfast at Grand Café for maximum 1 person
- Rate inclusive free in-room internet access
- Additional breakfast at US\$ 18++/person
- Plaza Indonesia in the same building with the hotel

Mandarin Oriental (***)**

Jl M.H Thamrin kav 28-30
Jakarta Pusat
Indonesia


|  | PERIOD DATE | TYPE OF ROOMS | CORPORATE RATE |
|---|--------------------|---------------|--------------------------|
| | 18 – 22 March 2013 | Superior Room | USD 180++ /room / night |
| | | Deluxe Room | USD 210++ / room / night |

Terms & Conditions

- 5 Minute walking distance to the venue (Hotel Indonesia Kempinski)
- All above rates are subject to 21% of service charge and government tax.

Pullman Jakarta Indonesia (**)**

Jl. M.H Thamrin 59
Jakarta 10350
Indonesia


|  | PERIOD DATE | TYPE OF ROOMS | CORPORATE RATE |
|---|--------------------|---------------|-------------------------------|
| | 18 – 22 March 2013 | Superior Room | Rp 1.200.000++ / room / night |
| | | Deluxe Room | Rp 1.550.000++ / room / night |

Terms & Conditions

- 10 Minute walking distance to the venue (Hotel Indonesia Kempinski).
- Rate are subject to 21% government tax and service charge
- Rate inclusive daily buffet breakfast for maximum 1 person
- Rate inclusive free in-room internet access

Sari Pan Pacific (**)**

Jl M.H Thamrin kav 28-30
Jakarta Pusat 10340
Indonesia


|  | PERIOD DATE | TYPE OF ROOMS | CORPORATE RATE |
|---|--------------------|---------------|-----------------------|
| | 18 – 22 March 2013 | Standard Room | USD 150 ++?room/night |
| | | Deluxe Room | USD 180 ++?room/night |

Terms & Conditions

- 25 Minute walking distance to the venue (Hotel Indonesia Kempinski).
- Near of the Sabang Food City (Jakarta Food Center)

IBIS Tamarin (*)**

Jl K.H Wahid Hasyim 77
Jakarta Pusat 10340
Indonesia


|  | PERIOD DATE | TYPE OF ROOMS | CORPORATE RATE |
|---|--------------------|---------------|-------------------------------|
| | 18 – 22 March 2013 | Standard Room | Rp 620.000nett /room / night |
| | | Tamarin Room | Rp 720.000nett / room / night |

Terms & Conditions

- 30 Minute walking distance to the venue (Hotel Indonesia Kempinski).
- Near of the Sabang Food City (Jakarta Food Center)
- The above rate is non-commissionable and not applicable for Advantage Plus
- The above rate is inclusive to 21% government tax and service charge
- Any additional participant will be charge automatically
- This quotation is valid only for one offering

IBIS Arcadia (*)**

Jl K.H Wahid Hasyim 114
Jakarta Pusat 10340
Indonesia


|  | PERIOD DATE | TYPE OF ROOMS | CORPORATE RATE |
|---|--------------------|----------------------|-------------------------------|
| | 18 – 22 March 2013 | Standard Room | Rp 650.000nett / room / day |
| | | Arcadia Room | Rp 750.000nett / room / day |
| | | Deluxe | Rp 950.000nett / room / day |
| | | Suite | Rp 1.000.000nett / room / day |

Terms & Conditions

- 30 Minute walking distance to the venue (Hotel Indonesia Kempinski).
- Near of the Sabang Food City (Jakarta Food Center)
- Rate inclusive daily buffet breakfast for maximum 1 person
- Rate inclusive free in-room internet access
- Rate is the price of the Group (Min. 7 Rooms)

AKMANI Hotel (*)**

Jl K.H Wahid Hasyim 91
Jakarta Pusat 10350
Indonesia

|  | PERIOD DATE | TYPE OF ROOMS | CORPORATE RATE |
|---|--------------------|----------------------|-------------------------------|
| | 18 – 22 March 2013 | Deluxe Room | Rp 834.900nett / room / night |
| | | Grand Deluxe Room | Rp 955.900nett / room / night |

Terms & Conditions

- 30 Minute walking distance to the venue (Hotel Indonesia Kempinski).
- Near of the Sabang Food City (Jakarta Food Center).
- Rate are inclusive to 21% government tax and service charge
- Rate inclusive daily buffet breakfast for maximum 1 person
- Rate inclusive free in-room internet access

HOTEL INFORMATION

Maps

Description

| | | |
|---------------------------------|-------|--|
| Grand Hyatt Hotel | ★★★★★ | M.H Thamrin Street, Central Jakarta |
| Mandarin Oriental Hotel | ★★★★★ | M.H Thamrin Street, Central Jakarta |
| Pullman Jakarta Indonesia Hotel | ★★★★ | M.H Thamrin Street, 59 - Central Jakarta |
| Sari Pan Pacific Hotel | ★★★★ | M.H Thamrin Street, 56 - Central Jakarta |
| Ibis Tamarin Hotel | ★★★ | K.H Wahid hasyim Street, 77 - Central Jakarta |
| Ibis Arcadia Hotel | ★★★ | K.H Wahid hasyim Street, 114 - Central Jakarta |
| AKMANI Hotel | ★★★ | K.H Wahid hasyim Street, 91 - Central Jakarta |