



**The Fifteenth Meeting of the Collaborative Arrangement for the Prevention and Management of
Public Health Events in Civil Aviation- Asia Pacific (CAPSCA-AP/15)
12 to 16 December 2022**

Makati Diamond Residences, Makati City, Metro Manila, Philippines

MEETING BULLETIN

1. Schedule of Meeting

- 1.1 The CAPSCA-AP/15 meeting will comprise two (2) parts.
- The Aviation Medical Examiner Refresher Workshop on 12-13 December 2022; and
 - The CAPSCA-AP Meeting on 14-15 December 2022, with the CAPSCA technical assistance visit simulation in the morning of 16 December 2022.
- 1.2 The opening session of the Aviation Medical Examiner Refresher Workshop will be held at 09:00 a.m. on Monday, 12th December 2022 at the Gallardo Function Room, Makati Diamond Residences, Makati City, Metro Manila.
- 1.3 The opening ceremony of the CAPSCA-AP meeting will be held at 09:00 a.m. on Wednesday, 14th December 2022 at the Gallardo Function Room, Makati Diamond Residences, Makati City, Metro Manila.
- 1.4 The working hours of CAPSCA-AP-15 will be 09:00 a.m. to 04:00 p.m. daily from 12th to 15th December and 09:30 a.m. to 12:00 p.m. on 16th December 2022.
- 1.5 Participants can access the tentative programme of the workshop and the meeting from the ICAO APAC Office website at: <https://www.icao.int/APAC/Meetings/Pages/2022-CAPSCA-AP15.aspx> when available.

2. Registration of Meeting Participants

- 2.1 Participants are requested to register at the Secretariat's Desk located at the meeting venue from 08:00 a.m. to 09:00 a.m. on 12th December 2022 (the opening day) of the workshop. Also, for those who are attending the CAPSCA Meeting, from 14-16 December 2022, the registration is from 08:00 a.m. to 09:00 a.m. on 14th December 2022 at the Secretariat's Desk at the meeting venue. Participants are also requested to wear the identification badge all times inside the venue.

3. Focal Point of Contact for the Meeting

- 3.1 The focal points of contact for the meeting are:

Ms. Maria Edda M. Lamarca

Chief, Office of the International Civil Aviation Coordinating Staff (ICACS)

E-mail: icacs@caap.gov.ph

Mobile / Viber No.: 0917 127 3217

Dr. Rolly T. Bayaban

Chief, Office of the Flight Surgeon and Aviation Medicine (OFSAM)

E-mail: ofsam@caap.gov.ph

Mobile / Viber No.: 0922 399 0264

3.2 The daily secretarial and administrative support of the meeting will be provided by the Office of the International Civil Aviation Coordinating Staff (ICACS) (E-mail: icacs@caap.gov.ph)

3.3 Complimentary lunch and 2 coffee breaks per day will be provided to all participants during the Workshop and Meeting on the courtesy of Civil Aviation Authority of the Philippines.

4. General Information of Ninoy Aquino International Airport (NAIA)

4.1 Ninoy Aquino International Airport or NAIA (IATA: MNL, ICAO: RPLL), also known as Manila International Airport or simply Manila Airport, is one of the two international airports serving the Metro Manila Area and the main international gateway to the Philippines.

4.2 NAIA is located along the border between Pasay and Parañaque cities in Metro Manila, about 7 km (3.4 miles) south of the city and southwest of Makati Central Business District. MNL Airport is a hub for Cebu Pacific, Cebgo, Philippine Airlines, PAL Express and a focus city for Philippines AirAsia.

NAIA Airport consists of four passenger terminals:

NAIA Terminal 1: NAIA Terminal 1 serves almost all the international flights. It has west gates 1-7 and east gates 9-15.

NAIA Terminal 2: NAIA Terminal 2 houses international and domestic flights of the country's flag carrier, Philippine Airlines or PAL.

NAIA Terminal 3: NAIA Terminal 3 serves the international flights which are not handled in NAIA Terminal 1 as well as some domestic flights.

NAIA Terminal 4: NAIA Terminal 4 hosts flights from local and regional carriers.

4.3 Airport Car Rental Service

- (1) Airport car rental service is available near exit of the terminal.
- (2) Car/taxis are also available on rent in the car parking area in front of the terminal building.
- (3) Grab (transport app) is also available.

5. General information of the Venue

5.1 Meeting Venue: Makati Diamond Residences
Legazpi Street, Legazpi Village, Makati City, Philippines

Makati Diamond Residences is situated at the Central Business District of Makati. The hotel is conveniently across Greenbelt Malls 1 to 5 and Ayala Malls. The hotel is just a short walk away from the bustling Ayala Avenue and the lifestyle and enterprise hub of Legazpi Village. The Makati Diamond Residences provides access to top commerce, leisure and dining destinations.

5.2 Participants may contact the recommended hotels according to Appendix C directly by telephone, fax or e-mail for reservation. Please refer to Appendix C for hotel location, rates and contact details.

5.3 CAAP will provide transportation to the pre-registered participants from the airport to the hotels and vice versa.

6. Passport, visa and customs formalities

6.1 For entry into the Philippines, all visitors must hold a passport valid for at least 6 months or other valid travel documents. To check whether you are required to obtain a visa to enter the Philippines as well as the customs formalities, please visit the website: <https://dfa.gov.ph/list-of-countries-for-21-day-visa>.

6.2 The Philippine government currently applies COVID-19 requirements to travelers entering from outside of the country. The rules are being revised as the situation changes. Please check the Philippine government website (Department of Tourism at <https://visitor.tourism.gov.ph/>) for the latest and most applicable rules for each participant.

7. Other Useful Information

7.1 Internet

Broadband and wireless internet services are available in all major hotels. Free wireless internet is also available in some shopping centers and public buildings in the city.

7.2 Language

Filipino, the standardized form of Tagalog, is the national language in the Philippines. However, the locals can also speak in English.

7.3 Money Exchange

There are money exchange companies and commercial banks both in arrival and departure at the Ninoy Aquino International Airport, where you can exchange your money. There are ATMs available in the malls across the hotel, around the Metro, and even in the hotel venue.

The Philippine peso (Php) is the local currency used. Current exchange rate is USD 1 equivalent to Php 59. Credit cards such as American Express, Visa, and Mastercard are acceptable by the hotels and all the stores in the shopping malls.

7.4 Sim Card

International Sim Cards and sim card top-up or refills are available in the arrival passenger lounge and in all the malls.

The Philippine country code is +63. The international dialing codes and dialing format to call landline in the Philippines is: IDD + 63 (Country Code) + 2 (Manila Area Code) + Recipient's Number.

The international dialing codes and dialing format to call mobile number in the Philippines is: IDD + 63 (Country Code) + 10 Digits Cellular Number.

To make an international call to landline phone number from the Philippines, the dialing format should be: 00 - Country Code - Area Code – Landline phone number without the 0 at the beginning of the number.

To make a call or send a text message internationally from Philippines, the dialing format should be: 00 - Country Code - Mobile Phone Number excluding the 0 at the beginning of the number

7.5 Time Difference

The Philippines is 8 hours ahead of Coordinated Universal Time (UTC +8).

7.6 Weather

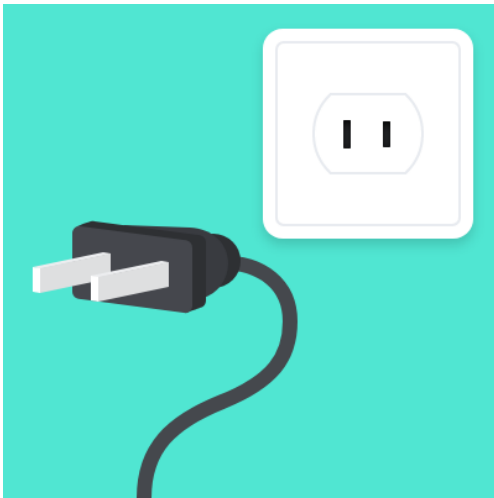
The climate in Manila during December can be summarized as hot, humid and reasonably dry. December is typically the 2nd coldest month of the year in the Philippines. Daytime maximum temperatures average around a steamy 30°C (86°F), whilst at night 22°C (71°F) is normal.

7.7 Tourist Information

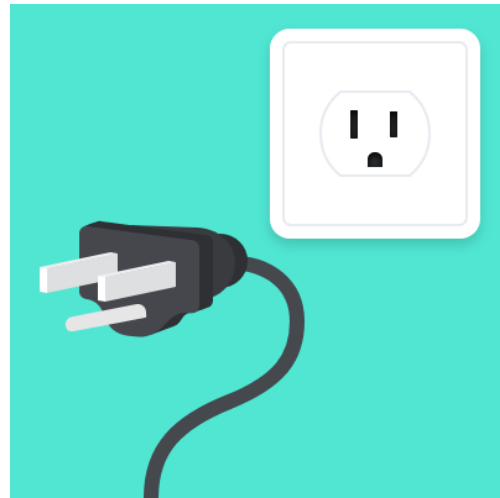
Further tourist information can be found at <https://philippines.travel/safetrip>.

7.8 Electric Plug and Socket

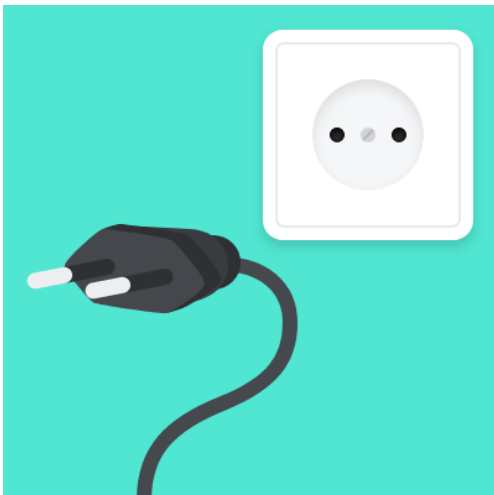
For the Philippines there are three associated plug types, A, B and C. Plug type A has two flat parallel pins, plug type B has two flat parallel pins and a grounding pin and type C has two round pins. The Philippines operates on a 220V supply voltage and 60Hz. We suggest you to bring a universal travel adapter plug to charge your laptop and mobile electronic devices.



Type A



Type B



Type C



Universal travel adapter plug

— END —