



ICAO COSCAP SEA



**COSCAP- SEA Workshop on Implementation and Regulatory Oversight of ICAO English Language Proficiency (ELP) Requirements
1 – 5 June 2026, Manila, Philippines.**

BULLETIN

1. Dates and Venue

1.1 The COSCAP-SEA Implementation and Regulatory Oversight of ICAO English Language Proficiency (ELP) Requirements, Manila, Philippines, 1 - 5 June 2026

1.2 Venue of the Workshop:

Venue: Civil Aviation Training Center (CATC)
Address: Merville Access Road, Pasay City, Philippines.

2. On-site Registration and Opening

2.1 Delegates are requested to register at the Registration Desk one hour prior to the tentative schedule on daily basis. Delegates are required to wear the identification badge throughout the period of the events.

2.2 The Opening ceremonies of the COSCAP- SEA Implementation and Regulatory Oversight of ICAO English Language Proficiency (ELP) Requirements will commence at 09:00 hrs. followed by a Group photo and Coffee break.

3. Contact Persons

Civil Aviation Authority of Philippines (CAAP)

Ms. Maria Edda M. Lamarca
Chief, International Civil Aviation Coordinating Staff (ICACS)
Tel: +632 8246 4988 local 2019 (office),
+63 976 343 0137 (mobile)
E-mail: icacs@caap.gov.ph

ICAO COSCAP-SEA Programme

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Programme Secretary
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4. Travel Information

4.1 Delegates are responsible for their own travel arrangements, including air transportation, visa, hotel reservation, and travel/medical insurance.



4.2 **All delegates are advised to keep the CAA Philippines informed of their flight itineraries. CAAP will provide land transfers to/from the hotel venue to delegates arriving at/departing Ninoy Aquino International Airport. Please submit flight itineraries for the airport to hotel transfer to the CAAP focal point to Ms. Lamarca (email: icacs@caap.gov.ph) at your earliest convenience.**

4.3 All foreign nationals entering Philippines must bear passports with expiration dates not earlier than 6 months prior to the date of arrival into Philippines.

4.4 The delegates may apply for visas at the nearest Embassy of the Philippines or Consulate and inform the CAAP for visa and arrival facilitation.

4.5 All international travelers are required to fill out and submit the Philippines' eTravel for the following, using this link <https://etravel.gov.ph/>.

- To enter the Philippines
- To depart from the Philippines

4.6 List of countries with visa exemption can be accessed at [link](#). Citizen of member States of the Association of Southeast Asian Nations (ASEAN) are entitled to visa exemption.

5. **Accommodation**

5.1 Recommended hotels near the CATC are as follows:

City of Dreams Manila ★★★★★
Roxas Blvd, Entertainment City, Parañaque, Manila
T: +63 2 8800 8080 loc 8953
W: www.cityofdreamsmanila.com
Distance: 8.5 km away from the venue (18 min)

Hilton Manila Newport World Resorts ★★★★★
1 Newport Blvd., Newport City, Pasay, Manila
T: +63 2 7239 7788
W: <https://www.hilton.com/en/hotels/mnlphhi-hilton-manila-newport-world-resorts/>
Distance: 5.8 km away from the venue (15 min)

Savoy Hotel Manila ★★★★★
Andrews Avenue, Newport City, Pasay City, Metro Manila
T: +63 2 5317 2869
W: www.savoyhotelmanila.com.ph
Distance: 4.5 km away from the venue (11 min)

Belmont Hotel Manila ★★★★★
Newport Boulevard, Newport City,
Pasay City, Metro Manila
T: +63 2 5318 8888
W: www.belmonthotelmanila.com
Distance: 5.2 km away from the venue (13 min)

Grand Westside Hotel ★★★★★
Westside City, Parañaque, Metro Manila
M: +63 917 123 3974
W: <https://www.grandwestsidemanila.com/>
Distance: 9.5 km away from the venue (19 min)



Kingsford Hotel Manila



J.W. Diokno Blvd, Parañaque, Metro Manila

T: +63 2 8888 6388

W: www.kingsfordmanila.com

Distance: 9.1 km away from the venue (17 min)

Sequoia Hotel Manila Bay



Veneracion corner San Pedro St., Aseana City, Business Park, Parañaque, Metro Manila

T: +63 2 8260 1720

W: www.sequoiamanilabay.com

Distance: 8.9 km away from the venue (19 min)

6. Meals and Refreshments

6.1 Refreshments during breaks and lunch for all delegates will be provided complimentary during each day of the events.

7. Further useful information

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

7.2 **Currency and Money Exchange:** Local currency is the Philippine Peso (PHP). Approximate currency exchange rates in June 2026 is 1 USD = 58.80 PHP. Credit cards (American Express, Visa, and Mastercard) are acceptable by the hotels and the shopping malls. There are money exchange companies and commercial banks both in arrival and departure at the International Airport. ATMs are available in the malls and around the Metro.

7.3 **Sim Card:** International Sim Cards are available in the passenger arrival lounge.

7.4 **Time Difference:** The Philippines is 8 hours ahead of Coordinated Universal Time (UTC +8).

7.5 **Weather:** The weather in Manila in June is characterized by hot and humid conditions, with temperatures ranging from 28-33 degrees celsius. The city experiences frequent rainfall during this month, often in the form of afternoon thunderstorms.

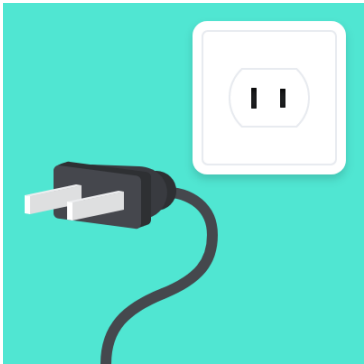
7.6 **Transportation** - Grab for both taxis, Angkas, JoyRide, and Move It for bike rides. For food delivery, Grab and Food Panda can be used for doorstep delivery across Metro Manila.

7.7 **Tourist Information:** Further tourist information is at <https://www.tourism.gov.ph/>.

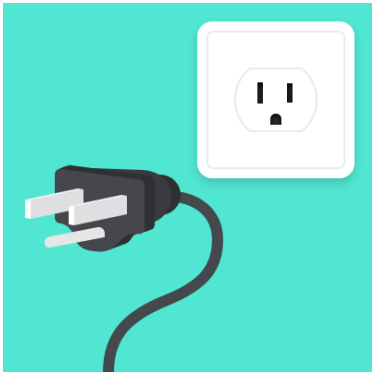
7.8 For moving around:

1. Google Maps (most practical overall)
2. SmartGuide Manila (best for sightseeing)
3. Manila Travel Guide & Offline City Map (good offline option)
4. Manila Map and Walks (good for self-curated routes)

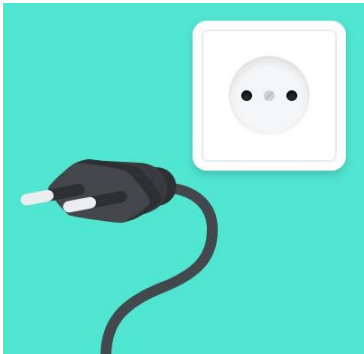
7.9 **Electric Plug and Socket:** Electric voltage is 220V, 60 cycles, AC in the Philippines. We suggest you bring a universal travel adapter plug to charge your laptop and mobile electronic devices.



Type A



Type B



Type C



Universal travel adapter plug