



International Civil Aviation Organization

**FOURTEENTH MEETING OF THE
COMMUNICATIONS/NAVIGATION/SURVEILLANCE
AND METEOROLOGY SUB-GROUP OF
APANPIRG (CNS/MET SG/14)**



Jakarta, Indonesia, 19 – 22 July 2010

MEETING BULLETIN

1. SCHEDULE OF MEETING

- 1.1 The opening session of the Meeting will be held at 0930 hours on Monday, 19 July 2010 at the Le Méridien Hotel, Jakarta.
- 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 **Sasono Mulyo II Meeting Room at Lobby Level on Monday 19 July between 0800 – 0930 hours**. Participants are also requested to put on the identification badge at all the time inside the premises.

3. OFFICERS AND SECRETARIAT CONCERNED WITH THE MEETING

- 3.1 Messrs. Li Peng, Sujan K. Saraswati, Regional Officers CNS and Christopher F. Keohan, Regional Officer MET of the ICAO Asia and Pacific Office will act as Secretaries of the Meeting. Their contact addresses are as follows:

Mr. Li Peng, Regional Officer CNS
Tel: +66 (2) 537 8189 to 97 Ext. 158
Fax: +66 (2) 537 8199
E-mail: pli@bangkok.icao.int

Dr. Sujan K. Saraswati, Regional Officer CNS
Tel: +66 (2) 537 8189 to 97 Ext. 155
Fax: +66 (2) 537 8199
E-mail: ssaraswati@bangkok.icao.int

Mr. Christopher F. Keohan, Regional Officer MET
Tel: +66 (2) 537 8189 to 97 Ext. 153
Fax: +66 (2) 537 8199
E-mail: ckeohan@bangkok.icao.int

- 3.2 The daily Meeting service is the responsibility of Mrs. Yudhi Sari and Mr. Agoes Soebagio, DGCA Officers. Ms. Striprae Somsri, CNS/MET Secretary, will provide secretarial support. The contact addresses for DGCA Officers are as follows:

Mr. Agoes Soebagio
Mobile Phone: +62 817 488 2370
Phone: +62 (21) 350 6703
Fax: +62 (21) 350 6662
E-mail: agoes.soebagio@dgca-catt.org or albonfree@yahoo.com

Mrs. Yudhi Sari
Mobile Phone: +62 81119 3944
Phone: +62 (21) 350 5006 Ext. 5168
Fax: +62 (21) 350 7569
E-mail: yudhi@attglobal.net

4. MEETING DOCUMENTS FOR DISTRIBUTION

- 4.1 All Working/Information Papers for the Meeting received by **2 July 2010** will be posted on the ICAO APAC web site. Participants are requested to download and bring the papers with them.

5. LOCATION OF LE MÉRIDIEN JAKARTA HOTEL

- 5.1 Le Méridien Jakarta Hotel is located in the heart of Jakarta's Central Business and Financial District on Jalan Jenderal Sudirman Kav 18 – 20, opposite the WTC Buildings and Sampoerna Building. It is about 30 km away / 45 minutes (via toll road) from the Soekarno Hatta International Airport and about 200 m. from the Grand Sahid Jaya Hotel on the left side for other option of the nearest recommended hotel. It could be reached by walking distance. Also there are many kind of 5th star international hotel but it could be reached by taxi. Such like Mandarin Oriental Hotel, Hotel Grand Hyatt Jakarta, Saripan Pacific Hotel, Hotel Nikko Jakarta. For further details please visit www.lemeridien.com/jakarta
- 5.2 The room rate of Superior Room is at USD 90 and Deluxe Room is at USD 110 including breakfast for 1 person in Le Meridien Jakarta Hotel. Additional breakfast is at USD 10 per person. The Internet Service has included on Deluxe Room. They have option for The Internet Service for guest who stay on Superior Room by asking to Reception at IDR 40.000 per hour, IDR 60.000 per 3 hours and IDR 100.000 per day (24 hours). All above rates are subject to 21% of service charge and government tax.
- 5.2.1 The room rates in other hotel also available at Annex 1 to this Attachment. For further details, please visit their website.
- 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, participants should mention that they are attending ICAO Meeting to get the special room rate.**
- 5.4 Participants are requested to make their own arrangements for transportation from the airport to the city and from their hotels to the venue of the Meeting.

5.4.1 Le Meridien Jakarta also provides Airport Limousine Service by Silver Bird Mercedes Ben E Class at about IDR 297.000 and Silver Bird Mercedes Ben C Class at about IDR 257.000 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.

5.4.2 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. PASSPORT, VISA AND CUSTOMS

6.1 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.

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

6.3 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 9.300 approx).

7. OTHER USEFUL INFORMATION

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

7.2 International credit cards such as American Express, Diners Club, Visa, Master Card, etc. are normally accepted at major hotels and department stores.

7.3 All commercial banks exchange major foreign currencies and are open from 0830 to 1530 hours from Monday through Friday and some keep the foreign exchange counter open until 2000 hours during weekdays. 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 1000 to 2000 hours. To change travellers' cheques you are required to show your passport.

7.4 Weather in Jakarta is generally hot with high humidity. July is part of the wet season in Indonesia, which lasts from June until December. More weather information can be obtained from the web site of the Indonesian Meteorological Department: <http://www.bmg.go.id>

7.5 Most hotels add a 11% service charge to the room rate in addition to the government tax of 10%. Baggage boys at hotel expect at least IDR 20.000. At restaurants, a tip of about 10% is expected unless a service charge has been added to the bill.

7.6 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.

ANNEX 1

HOTEL INFORMATION

1) Le Méridien Jakarta Hotel

Name of Event: **Fourteenth Meeting of Communications / Navigation / Surveillance and Meteorology Sub Group of Apanpirg (CNS / MET SG / 14)**

Schedule of Event: **Jakarta, 19 – 22 July 2010**

Date	Event	Venue
19 July 2010	Registration 0800 -0930 hrs.	In front of the Sasono Mulyo II Meeting Room on Lobby Level
19 July 2010	Full Day Meeting	Sasono Mulyo II Meeting Room on Lobby Level & Puri Asri I Meeting Room on 1st Floor
20 July 2010	Full Day Meeting	Sasono Mulyo II Meeting Room on Lobby Level & Puri Asri I Meeting Room on 1st Floor
21 July 2010	Full Day Meeting	Sasono Mulyo II Meeting Room on Lobby Level & Puri Asri I Meeting Room on 1st Floor
22 July 2010	Full Day Meeting	Sasono Mulyo II Meeting Room on Lobby Level

Accommodation:

PERIOD DATE	TYPE OF ROOMS	CORPORATE RATE	ICAO SPECIAL RATE
18 – 23 July 2010	Superior Room	USD 180++ / room / night	USD 90++ / room / night
	Deluxe Room	USD 208++ / room / night	USD 110++ / room / night

The above rates are inclusive the benefits of :

- Breakfast at our La Brasserie Coffee Shop for 1 person
- Complimentary daily English and local newspaper
- Complimentary in room mineral water
- Complimentary in room coffee and tea maker facilities
- Free entrance to “SPA” fitness center and outdoor swimming pool facilities
- *Complimentary Internet Service for Deluxe Room during stay*

For further details please visit www.lemeridien.com/jakarta

2) Grand Sahid Jaya Hotel

Jalan Jenderal Sudirman No. 86, Jakarta 10220, Indonesia

Phone: +62 (21) 570 4444

Fax: +62 (21) 573 3168

Accommodation:

PERIOD DATE	TYPE OF ROOMS	CORPORATE RATE	ICAO SPECIAL RATE
18 – 23 July 2010	Superior Room	IDR 800.000++ / room / night	IDR 625.000 nett / room / night
	Deluxe Room	IDR 950.000++ / room / night	IDR 725.000 nett/ room / night
	Deluxe Suite	IDR 1.900.000++ / room / night	IDR 1.400.000 nett/ room / night
	Executive Suite	IDR 1.700.000++ / room / night	IDR 1.600.000 nett/ room / night

The above rates are inclusive the benefits of :

- Breakfast at our Andrawina Restaurant or Sukoharjo for max 2 person
- Complimentary in room mineral water
- Complimentary in room coffee and tea maker facilities
- Free entrance to Odesiuos Fitness Center and outdoor swimming pool facilities

For further details please visit www.hotelsahidjaya.com

3) Mandarin Oriental Jakarta

Jalan MH. Thamrin
P. O Box 3392 Jakarta 10310, Indonesia
Phone: +62 (21) 2993 8888
Fax: +62 (21) 2993 8889
E-mail : mjkt-reservations@mohg.com

Accommodation:

PERIOD DATE	TYPE OF ROOMS	CORPORATE RATE	ICAO SPECIAL RATE
18 – 23 July 2010	Superior	USD 200++ / room / night	USD 140++ / room / night
	Deluxe	USD 240++ / room / night	USD 160++ / room / night

The above rates are inclusive the benefits of :

- Breakfast at restaurant for 1 person
- Complimentary daily English and local newspaper
- Complimentary in room mineral water
- Complimentary in room coffee and tea maker facilities
- Free entrance to fitness center and outdoor swimming pool facilities

For further details please visit: www.mandarinoriental.com

4) Hotel Nikko Jakarta

Jalan MH. Thamrin No. 1 Jakarta 10310
Phone: +62 (21) 230 1122
Fax: +62 (21) 314 1108
E-mail : reservation@nikko.jakarta.com

Accommodation:

PERIOD DATE	TYPE OF ROOMS	CORPORATE RATE	ICAO SPECIAL RATE
18 – 23 July 2010	Superior	USD 160++ / room / night	USD 95++ / room / night
	Deluxe	USD 200++ / room / night	USD 130++ / room / night

The above rates are inclusive the benefits of :

- Breakfast at restaurant for 1 person
- Complimentary daily English and local newspaper
- Complimentary in room mineral water
- Complimentary in room coffee and tea maker facilities
- Free entrance to fitness center and outdoor swimming pool facilities

For further details please visit : www.nikkojakarta.com

5) **Sari Pan Pacific Hotel**

Jalan MH. Thamrin No. 6 Jakarta

Phone: +62 (21) 2993 2888

Fax: +62 (21) 2993 2899

E-mail : reserve.cgk@panpasific.com

Accommodation:

PERIOD DATE	TYPE OF ROOMS	CORPORATE RATE	ICAO SPECIAL RATE
18 – 23 July 2010	Superior	USD 160++ / room / night	USD 97++ / room / night
	Deluxe	USD 200++ / room / night	USD 117++ / room / night

The above rates are inclusive the benefits of :

- Breakfast at restaurant for 1 person
- Complimentary daily English and local newspaper
- Complimentary in room mineral water
- Complimentary in room coffee and tea maker facilities
- Free entrance to fitness center and outdoor swimming pool facilities

For further details please visit: www.panpacific.com

6) **Hotel Grand Hyatt Jakarta**

Jalan MH. Thamrin Kav 28-30, Jakarta 10350

Phone: +62 (21) 390 1234

Fax: +62 (21) 3193 5541

E-mail: jakgh.reservation@hyatt.com

Accommodation

PERIOD DATE	TYPE OF ROOMS	CORPORATE RATE	ICAO SPECIAL RATE
18 – 23 July 2010	Superior	USD 300++ / room / night	USD 180++ / room / night
	Deluxe	USD 450++ / room / night	USD 235++ / room / night

The above rates are inclusive the benefits of :

- Breakfast at restaurant for 1 person
- Complimentary daily English and local newspaper
- Complimentary in room mineral water
- Complimentary in room coffee and tea maker facilities
- Free entrance to fitness center and outdoor swimming pool facilities

For further details please visit: www.jakarta.grand.hyatt.com
