



**UNIVERSAL SAFETY OVERSIGHT AND AUDIT PROGRAMME (USOAP)
CONTINUOUS MONITORING APPROACH (CMA)
REGIONAL WORKSHOP FOR THE APAC REGION**

Jakarta, Indonesia, 30 April to 2 May 2014

WORKSHOP BULLETIN

1. DATE AND VENUE

The Universal Safety Oversight and Audit Programme (USOAP) Continuous Monitoring Approach (CMA) Regional Workshop for the APAC Region will be hosted by the Directorate General of Civil Aviation of Indonesia.

The Workshop will be held at Sari Pan Pacific Hotel, Jakarta from 30 April to 2 May 2014. The Workshop will start at 0900 hours each day.

2. SCHEDULE OF WORKSHOP

The USOAP CMA Workshop will be held at 0900 hours from Wednesday, 30 April to Friday, 2 May 2014. The daily schedule for the Workshop is from 0900 hours to 1700 hours with a tea/coffee break in the morning and afternoon and a mid-day break for lunch.

3. REGISTRATION OF PARTICIPANTS

Participants are requested to register at the Registration Desk located at the Workshop venue between 0800–0900 hours on the opening day of the Workshop. Participants are required to wear the identification badge which will be issued to them during the registration when attending the Workshop.

4. PASSPORT, VISA AND CUSTOMS

All foreign nationals entering Indonesia must possess valid passports (validity not less than six (6) months prior to expiration) or applicable travel documents with visas or entry permits to enter Indonesia. Participants are responsible for obtaining their own visa, if required, and should contact the nearest Indonesia diplomatic or consular office for further information. Further information regarding Indonesia visa requirements can be checked on www.imigrasi.go.id

5. HOTEL RESERVATIONS AND TRANSPORTATION

Each participant is responsible for own hotel reservation and hotel costs including room charges, cancellation charge, tel./fax and other services provided by the hotel. All are encouraged to make the hotel reservation by mid-April because it is the start of peak season for Indonesia Tourism.

Transportation from and to the airport as well as from the hotel to the Workshop venue will be the responsibility of each participant. In order to facilitate the transportation from airport to Hotel in the city, Organizing Committee will provide the reception desk at Soekarno-Hatta Airport Terminal 2 Arrival on April, 29-30, 2014.

The Directorate General of Civil Aviation of Indonesia recommends for the delegates at the following hotels, which are located nearby the venue.

Hotel Details	Price	Reservation Contact details
Sari Pan Pacific Hotel, Jakarta M.H.Tahmrin No. 6 Street Jakarta 10340	\$ 200	Tel +62 21 2993 2888 Fax +62 21 2993 2899 jakarta@panpacific.com
Hotel Indonesia Kempinski Jakarta M.H.Tahmrin No. 1 Street Jakarta 10310	\$ 233	Tel +62 21 2358 3800
Ascot Jakarta Kebon Kacang Raya No. 2 Thamrin Street Jakarta	\$ 152	Tel +62 21 391 6868/2995 6888
Millenium Hotel Fachrudin No. 3 Street Jakarta	\$ 95	Tel +62 21 230 3636
Favehotel Wahid Hasyim Wahid Hasyim No. 135 Tahmrin Street Jakarta	\$ 44	Tel +62 21 3952 1002

Please directly contact the individual hotel for reservation through the website.

6. CONTACT PERSON AT THE DGCA INDONESIA FOR MEETING PARTICIPANTS

Please contact Mr. Bambang Sutarmadji, National Continuous Monitoring Coordinator (NCCM), email: bamstar@icaoindonesia.org; or Mr. Mokhammad Khusnu, ICAO Desk Coordinator, email: khusnu_dgca@yahoo.com; of the DGCA Indonesia for any assistance you may need your travel and accommodation arrangements.

7. USEFUL INFORMATION

The Indonesia

Indonesia is an archipelagic island country in Southeast Asia, lying between the Indian Ocean and the Pacific Ocean. It is in a strategic location astride or along major sea lanes from Indian Ocean to Pacific Ocean. It is extending 5,120 kilometres from east to west and 1,760 kilometres from north to south. It encompasses an estimated 17,508 islands, only 6,000 of which are inhabited. It comprises five main islands: Sumatra, Java, Borneo, Sulawesi, and New Guinea. The capital city of Indonesia, Jakarta, is located on the island of Java.

Climate

The country experiences two seasons — a wet season and a dry season — with no extremes of summer or winter. For most of Indonesia, the wet season falls between October and April with the dry season between May and September. The coastal plains averaging 28°C (82.4°F), the inland and mountain areas averaging 26 °C (78.8 °F), and the higher mountain regions, 23°C (73.4°F). The area's relative humidity ranges between 70% and 90%.

Time Zone

The Jakarta's time zones have been changed as shown on the map, which is briefly described WIB (Waktu Indonesia Barat - Western Indonesia Standard Time), equals to GMT plus 7 hours (meridian 105o East), covering all provinces in Sumatera and Java, and the provinces of West and Central Kalimantan.

Language

Bahasa Indonesia is the national language. English is the business language and spoken widely.

Electricity and Water

Indonesia uses 220V electric power. Tap water is potable, however, it is not recommended for travelers. Most establishments provide bottled water.

Currency and Credit Cards

The country's unite of is the Indonesian rupiah (IDR). The exchange rate as of April-May, 2014 is approximately IDR 12,000 per US\$1.00. For other currencies, please visit the Currency Converter at <http://www.xe.net/ucc> to check your currency vs. IDR. Foreign currencies can be exchanged at the airport, designated banks, malls, hotels resorts and money changers. Major credit cards are accepted throughout Indonesia. Traveler's checks may be cashed at foreign-exchange banks, some tourist oriented business establishments and international hotels.

Banking Hours

Most banks are open from Monday to Friday from 0900 hours to 1500 hours. Automate Teller Machines (ATMs) are available 24 hours within Jakarta.

Airport Fees

IDR150 000 (US\$14.00) for international departure and IDR40 000 (US\$4.00) for local departure.