



**Information Notes for
Pre-Meetings of the Senior Officials’ Meeting (Pre-SOM) and
the 13th Senior Officials’ Meeting (SOM-13)
27 - 30 November 2017**

1. Introduction

Information is provided for assisting delegates attending the Pre-Meetings of the Senior Officials’ Meeting (Pre-SOM), and the 13th Senior Officials’ Meeting (SOM-13) on 27-30 November 2017 in Makati City, Philippines. For any concerns, queries, and or requests, please do not hesitate to contact the Philippine National CTI-CFF Coordinating Committee Secretariat at ph.nccc.secretariat@gmail.com.

2. Information on Meetings

Meeting	Date	Venue
Pre-Meetings of the Senior Officials’ Meeting (Pre-SOM)	27-28 November 2017	Molave Conference Room, Narra Conference Room, Yakal Conference Room, all at Dusit Thani Manila
The 13 th CTI-CFF Senior Officials’ Meeting (SOM-13)	29-30 November 2017	Mayuree Grand Ballroom, Dusit Thani Manila

3. Address of Venue

Dusit Thani Manila

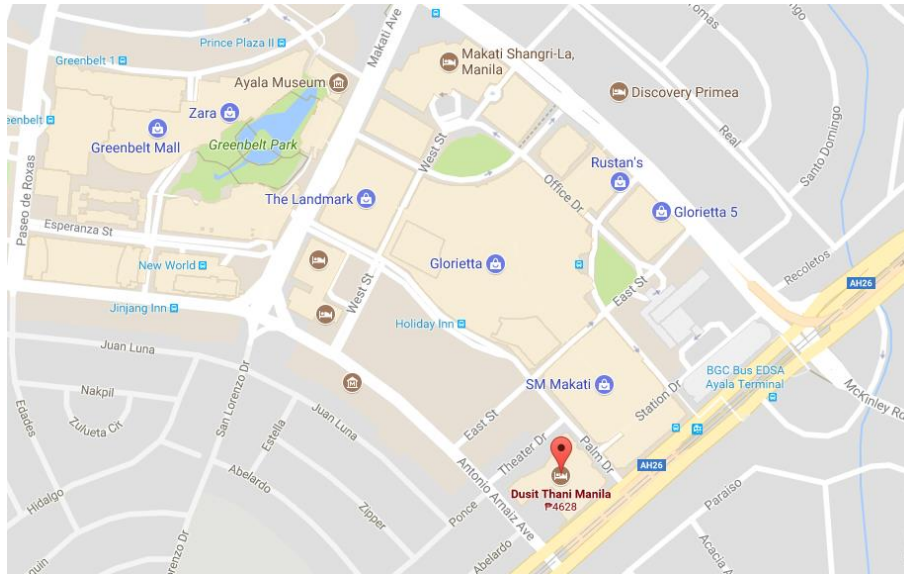
1223 Epifanio de los Santos Ave, Makati, 1223 Metro Manila, Philippines

Website: <https://www.dusit.com/dusitthani/manila/>

Telephone: +63 (2) 238 8888

Fax: +63 (2) 238 8800

Email: dtmn@dusit.com



4. Language of the Meetings

Meetings will be conducted in English.

5. Dress Code

All participants are required to wear business attire during the events of Pre-SOM, and SOM-13.

6. Contact Information

You may email the PH NCCC Secretariat at ph.nccc.secretariat@gmail.com. You may also call at +63 (2) 925 8948.

The following are members of the PH NCCC Secretariat; for any concerns, you may contact anyone of them:

Ms. Nilda S. Baling
Supervising Ecosystems Management Specialist
Biodiversity Management Bureau
Email: nildasbaling@yahoo.com
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Mr. Pablo G. de los Reyes, Jr.
Senior Ecosystems Management Specialist
Biodiversity Management Bureau
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Mobile: +63 9276066971

7. Registration

The link to the online registration form is: bit.ly/SOM13reg

Please accomplish it and submit it on or before 06 November 2017. You shall receive an email acknowledging your registration after your submission.

8. Airport

Manila – Ninoy Aquino International Airport (NAIA) is the main airport serving Metro Manila. There are four (4) terminals at the airport:

- a) Terminal 1
International flights
- b) Terminal 2 (Centennial Terminal)
International and Domestic Flights, Philippine Airlines only.
- c) Terminal 3
International and Domestic Flights
- d) Terminal 4
Domestic flights

For departures, there is an Airport Terminal Fee of Php 550.00 (for international passengers) or Php 200.00 (for domestic passengers). This fee is usually included in the purchase of the ticket.

9. Visa Requirements and Immigrations

For participants holding an Indonesian passport, Malaysian passport, Papua New Guinean passport, or Solomon Islander passport, travel to the Philippines is visa-free.

For Participants holding a Timor-Leste passport, a visa is required prior to travel to the Philippines. Information regarding the Philippine visa application in Timor-Leste is available through the following link:

<http://dilipe.dfa.gov.ph/index.php/sample-sites/visa-general-guidelines>

The Philippine National CTI-CFF Coordinating Committee Secretariat may assist the participants in applying for their visas prior to their travel to the Philippines. Early communication with the PH NCCC Secretariat is requested.

All foreign passport holders entering the Republic of the Philippines shall undergo customs control.

10. Transport Arrangement

All participants arriving at Manila - NAIA will be provided with transportation to Dusit Thani Manila. Transportation to the airport from the hotel will also be provided on the scheduled departure of the participants.

Please notify the PH NCCC Secretariat regarding your flight details and the terminal where you will arrive.

11. Internet

Dusit Thani Manila will provide free wifi internet access to the participants within the venue.

12. Weather Conditions

According to Accuweather, weather on 26 November 2017 – 1 December 2017 will be cloudy with a bit of rain. Please do note however, that weather in the Philippines is unpredictable and may change any time.

Umbrellas may be borrowed from the front desk of the hotel.

13. Currency and Credit Cards, and Malls

The currency used in the Philippines is the Philippine Peso (Php / ₱). USD 1 is approximately Php 50. Currency may be traded at the airport, at the hotel, or at money changers in Malls.

Most establishments in Malls accept Visa, Mastercard, Diners Club, American Express, and JCB. Asking merchants before purchasing is acceptable.

Dusit Thani Manila is approximately a 3-minute walk to SM Mall Makati; and approximately a 10-minute walk to the Glorietta Malls. Participants may go there after the meetings provided that they notify the PH NCCC Secretariat.

14. Mobile Phone Service

For Travelers arriving at Manila – Ninoy Aquino International Airport, free traveler's sim cards are given by Globe Telecom. Boarding passes should be presented upon claiming.

Credits may be loaded through purchase of prepaid cards or through electronic-loading services.

Please do note that the free sim cards would only work on contract-unlocked phones.

15. Electricity

The standard voltage supply in the Philippines is 220 volts.

The standard plug type is the 2-prong design (flat and parallel prongs). Should you need an adapter for devices with different plug types, you may borrow from the hotel front desk.



16. Dinner

Dinner on 26 November 2017 will not be covered by the PH NCCC. Participants may go to the nearby malls.

17. List of Hotels

The CTI-CFF 13th Senior Officials' Meeting will be conducted in Dusit Thani Manila in Makati City, Philippines. The Head of Delegation, and one (1) National Coordination Committee (NCC) Representative from each of the CT6 countries shall be provided with hotel accommodation.

Dusit Thani Manila

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For self-paying participants, the following hotels are recommended options as they are near the venue. Reservations may be made prior to arrival in Manila.

AurumOne Makati

1682 Evangelista cor Hen. Del Pilar Street, Bangkal, Makati, Metro Manila, 1233, Philippines

Website: <http://www.aurumonehotel.com/>

Telephone: +63 2 737-3800

Fax: +63 2 737-3822

Mobile 1: +63 917-631-8969 (mobile)

Mobile 2: +63 919-493-9627 (mobile)

Email: reservations@aurumonehotel.com

Rates:

aurum Deluxe: Php 1,800.00/night

aurum Business: Php 2,200.00/night

aurum Loft: Php 2,800.00/night

The Copa Businessman's Hotel Makati

912 Arnaiz Avenue (formerly Pasay Road), Makati City, Philippines 1223

Website: <http://www.copasuites-makati.com/contactus.php>

Telephone: +63 (2) 844-8811

Fax No: +63 (2) 844-6126

Email: copamakati@copasuites.com

Rates:

Standard room: Php 2,800.00/night

Junior Suite: Php 3,600.00/night

Suite: Php 4,800.00/night

*All reservations at The Copa Businessman's Hotel are without breakfast.

Jinjiang Inn Makati

A. Arnaiz Avenue, San Lorenzo Complex, Makati City, 1223, Philippines

Website: <http://www.jinjianginnmakati.com//>

Tel: +63 (2) 576-8557

E-mail: makati@jinjianginn.com.ph

Rates:

Business Room A: Php 4,900.00/night

Business Suite B: Php 6,100.00/night

Business Room B: Php 6,600.00/night

Business Suite A: Php 8,000.00/night

Deluxe Suite: Php 9,200.00.night