

**XLIII APCC COCOTECH MEETING AND COCONUT FESTIVAL
4 - 8 AUGUST 2008
MANADO, INDONESIA**

**INFORMATION SHEET FOR PLENIPOTENTIARY/OFFICIAL DELEGATES AND
PARTICIPANTS FROM PRIVATE SECTOR**

1. Dates & Venue:

The XLIII APCC COCOTECH Meeting and Coconut Festival will be held on 4 – 8 August 2008 at **SEDONA HOTEL, Jl. Tanawangko, Desa Tateli, Kec. Pineleng, Minahasa, Manado, Indonesia**. Sedona Hotel is 39 km from Sam Ratulangi International Airport and 12 km from the business center of Manado City.

2. Organization of the Meeting:

The XLIII APCC COCOTECH Meeting and Coconut Festival 2008 will be organized by the Asian and Pacific Coconut Community (APCC) and the Government of the Republic of Indonesia, through the Department of Trade who will provide the host facilities for the Meeting.

3. Theme and Scope of the XLIII COCOTECH Meeting:

The XLIII APCC COCOTECH Meeting is being held to enable the different stakeholders of the coconut industry from: production, processing, and marketing/trading sectors to meet, discuss, share new knowledge /technologies and exchange views. The meeting is expected to address the current issues, problems/constraints particularly in the coconut processing sector and suggest solutions/projects to overcome these constraints.

The theme of the XLIII APCC COCOTECH Meeting and Coconut Festival for CY 2008 is **“Integrated Approach in the Processing of Coconut Products/By Products and Market Prospects”**. This meeting will cover different models of integrated coconut processing and utilization including the demand prospects of coconut products both in the domestic and export market, latest technological developments and the “whole nut concept” as well as a quantitative (supply availability) and qualitative (harmonization of standards) assessment of the traditional and emerging high value coconut products.

The meeting will be attended by the delegates from coconut producing and importing countries. Some experts from the scientific field and the private sector especially those who have the expertise on coconut processing/marketing, and have gained vast field experience in the processing and marketing of coconut products will be invited as resource speakers.

4. **Official contact persons of the Government of Indonesia:**

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5. **Official contact persons at the APCC Secretariat:**

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6. **Contact Person at the Hotel-Venue:**

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7. Registration Fee :

The meeting is open to public participation. The registration fees are divided into the following categories:

- 1) **US\$100** for non-government sector participants from APCC member countries,
- 2) **US\$200** for government sector participants from non-APCC member countries, and
- 3) **US\$300** for non-government sector participants from non-APCC member countries.

The registration fee covers full participation in the conference, one complete set of conference materials, bag, luncheons, am/pm snacks, some dinners and a field trip.

Participants from the Government sector of APCC member countries (Federated States of Micronesia, Fiji, India, Indonesia, Kiribati, Malaysia, Marshall Islands, Papua New Guinea, Philippines, Samoa, Solomon Islands, Sri Lanka, Thailand, Vanuatu and Vietnam) as well as those from international and regional organizations who are observers of APCC meetings are not required to pay the registration fee. However, only 5 delegates from the government sector of all APCC member countries will be entitled to free registration.

The registration fee is payable to "Asian and Pacific Coconut Community" by **Telegraphic Transfer to CITIBANK**, Landmark Building, Jl. Jend. Sudirman, Jakarta, Indonesia, **A/C No.: 0-500093-528**. It may also be done by **Cash, draft cheque** or by **American Express Card**. If you use American Express Card, please indicate the cardholder name, card number, issuer bank, expiry date, signature and card ID (4 digits) and send it to APCC Secretariat by fax or email.

8. Program

The XLIII APCC COCOTECH Meeting and Coconut Festival for CY 2008 is organized for 5 (five) days i.e.: 4 (four) days meeting and one day field trip. The detailed program will be distributed in due course. The exhibition of coconut products and posters will also be organized for the benefit of the delegates.

9. Hotel Accommodation:

All participants, resource speakers, and official delegates from APCC member countries and the international/regional organizations will be reserved a room at the hotel where the meeting will be held. The room rates including breakfast and Government Tax are:

Room Type	Single or Double (Same Rate)
Standard (ROH) per night	IDR 650.000 or approx US\$71
Club Room per night	IDR 1.300.000 or approx US\$141
Beach Front Room per night	IDR 1.600.000 or approx US\$174
Sedona Club Suite per night	IDR 1.850.000 or approx US\$201
Ambassador Room per night	IDR 3.700.000 or approx US\$402

Exchange rate US\$1 = IDR 9.200

To facilitate payment, it is highly suggested that hotel bills be settled in the local currency (Indonesian Rupiah - IDR). If you would like to pay in USD, the hotel will convert it with the prevailing exchange rate. Payment can also be made by AMEX, VISA, MASTER, and DINERS cards.

The APCC will host a dinner on 6 August 2008. The Ministry of Trade, Government of Indonesia in collaboration with coconut industry sponsor will host the dinners on appropriate dates during the meeting.

It is highly encouraged that all participants make their room reservations at the hotel-venue of the COCOTECH Meeting to facilitate logistical arrangements.

10. **Transport arrangements:**

The Ministry of Trade, Government of Indonesia, as the host agency, in collaboration with the Hotel Management will provide complimentary transport arrangements from Sam Ratulangi airport to hotel and vice versa for those who are arriving and departing Manado. Therefore, please send your flight details to the APCC Secretariat by fax at (62-21) 5221714 or e-mail at apcc@indo.net.id as well as to the Ministry of Trade at fax No. (62-21) 3847273.

11. **Visa Requirements:**

Official delegates and participants from the private sector who hold ASEAN passports (except Laos, Cambodia and Myanmar) will not need visa to enter Indonesia for a stay not exceeding 30 days, provided they hold valid tickets for their return journey to the port of origin or next port of destination, and their passport must be valid for a period of at least six (6) months beyond the contemplated period of stay.

Others may obtain their visa for Indonesia from the Embassy of the Republic of Indonesia in their country of origin or from the nearest Indonesian Embassies/Consulates prior to their departure from their respective countries.

In order to get the necessary clearance from the Immigration Department of the Government of the Republic of Indonesia, kindly send to us your passport details (Passport No., Full name as in passport, Place and Date of Issue, Date of Expiry, Date of Birth, Nationality, etc.) and flight details. **This may be treated as most urgent.**

It is the responsibility of delegates to secure their own visa requirements for transit purposes.

12. **Airlines Servicing Manado, Indonesia**

There are two airline companies which serve Manado, Indonesia i.e. Silk Air and Garuda Indonesia Airways. Silk Air flies from Singapore to Manado, Indonesia 4 times a week (Mon/Wed/Fri/Sat) and leaves at 09:25 am. From Manado, Silk Air departs at 01:45 pm also on Mon/Wed/Fri/Sat.

Garuda Indonesia flies from Jakarta, Indonesia to Manado twice a day and leaves Jakarta at 07:10 am and 06:00 pm daily. From Manado, Garuda Indonesia leaves for Jakarta at

06:40 am and 01:30 pm. For your convenience, it is suggested that you secure your airticket to Manado earlier.

13. Airport Departure Tax

International Tax (Payable after Check-in): IDR 100.000

14. Currency

The currency used in the Republic of Indonesia is Indonesia Rupiah (IDR). The exchange rate against US Dollar is approx US\$ 1 = IDR 9,200.00

15. Climate

Manado City has variation of land topography to every sub district. The height from sea level at every sub district in Manado City varies. As a whole, equal to 92.15% of wide of Manado city region lay in by 0-240 meters-height from sea level. The natural texture of Manado City is waving and hilly.

Manado City only recognizes two seasons that is the rains (October – April) and the drought (April – October). Temperature in Manado ranges from 19°C to 34°C. The coolest month is July (18.20°C) and the warmest is October (34.90°C). Humidity level ranges from 62% to 87%

16. Others

THINGS TO KNOW ABOUT MANADO

Area : 157,26 km² (60.7 sq mi)

Population : ± 417.548

Capital City : Manado

Language : Bahasa Indonesia, Bahasa Manado and English in tourist area

Religion : 80% Christian and 20% Moslem

Manado City is the provincial capital of North Sulawesi. Manado is the starting point for exploration of the Minahasa region's many attractions. Fun-loving and extroverted, the Minahasa people live in neat wood frame houses, with fences and flower garden. Shops in Manado can only accept Rupiah for payment. However, some of them may accept payment by card like Visa or Master. You may change your foreign money (USD or Euro) to Rupiah at local banks with reasonable exchange rate.

In Manado you can go diving and Glass bottom boat riding at the National park of Bunaken, white-water rafting, hiking at Manado Tua mountain and any other outdoor activities.

Sightseeing: Some places of interest

? Manado City

Experience the lifestyle and history of Manado people by visiting the traditional market, Second World War Memoriam Monument, Ban Hin Kiong – Chinese Temple, Sea Shell Collection and Manado Souvenir Shop

? **Bunaken Island**

Bunaken is a world class diving site. Diving at the popular Manado (Bunaken) region is a possibility year-round but the seas are often rough from November to April due to the NW Monsoon. Moist northwesterly winds also tend to bring maximum rainfall around December. There are at least 58 different genera and sub genera of corals in the park and an estimated 2,000 species of fishes are found in the park.

? **Tarsius/the smallest monkey – Tangkoko Batuangus**

A nature reserve on open grassland covered with a great variety of plants is located on the slopes of mount "Dua Saudara". The area is composed of impressive green hills and valleys with amazingly scenic views of natural beauty. There are black apes, maleo birds, snakes, wild pigs, hornbills and deer. Located north of Bitung, it covers an area of 3,196 ha. This nature reserve has several cottages and small restaurants nearby. From Manado, it takes around 2 hours and 30 minutes to this place. In the past, the road was so rough you would need a 4WD jeep. But now, newly laid roads allow easy accessibility by passenger cars and vans. You are welcome to visit this area.

? **Gangga Island Resort and Spa**

The resort's fifteen wooden bungalows are discreetly set on the edge of a long, white sand beach in the shade of coconut trees. An unparalleled experience is waiting for you at Gangga. Gangga offers sensational diving where you can get up close and personal with diverse and remarkable sea life from both the Indian and the Pacific Ocean. The resort is an ideal starting point for the diving site of Bangka Islands. Bunaken National Marine Park.