



**Regional Workshop on the implementation of UNFCCC Article 6 of the  
Convention for Asia and the Pacific  
(Education, Training and Public Awareness)  
Bali, Indonesia  
14 – 16 October 2009**

**INFORMATION SHEET**



**WORKSHOP VENUE**

Asia & Pacific Regional Workshop on Article 6 of the Convention  
(Education, Training and Public Awareness) at:

**Bali Hyatt Hotel**  
Jalan Danau Tamblingan,  
P.O. Box 392 Sanur, Bali, Indonesia  
Phone: +62.361.28.1234  
Fax: +62.361.28.7693  
<http://www.bali.resort.hyatt.com>



**REGISTRATION**

Nominations and Registration Forms should be filled out and submitted to the Ms. Priscilla Sakupwanya, UNFCCC Bonn no later than 11 September 2009 (Fax: (+49-228) 815-1999 / Email: [sakupwanya@unfccc.int](mailto:sakupwanya@unfccc.int)).

**Attachments:** Agenda, Registration Forms, Call for Paper, Workshop Questionnaires, Hotel Reservation Forms.



**NOTE FROM THE SECRETARIAT**

Participants are strongly advised to obtain international travel and medical insurance to cover the period of their departure for the UNFCCC meeting until the time of their return to their home country.

The United Nations and the UNFCCC secretariat disclaim all responsibility for medical accident and travel insurance, for compensation, death or disability, loss or damage to personal property and for any other costs or losses that may be incurred during travel time or the period of participation at the UNFCCC meeting.

Travel for eligible funded participants to and from Bali, is the lowest cost and most direct economy fare. The UNFCCC secretariat will not be responsible for costs associated with any changes that the funded participants may wish to make to their tickets, for example upgrading, re-routing or stopovers.



## ACCOMMODATION

There is a SPECIAL RATE for a room in BALI HYATT for participants to the workshop, as follow:

Single / Double / Twin

USD 95 net

To take advantage of the special rate, participants are required to notify the organizer by filling in the form in **Annex I before 25 September 2009**.

Bali Hyatt hotel is located on Sanur Beach, Bali Hyatt is a timeless appeal Balinese resort, set amongst 36 acres of lush, mature, beautifully landscaped gardens, with a 500 metre long white sandy beach. All rooms have individually controlled air conditioning, hairdryer, private bathtub and shower, satellite TV, IDD telephone, mini bar, coffee and tea making facilities, and in room safe.

All participants are responsible to settle their accommodation expenses upon check out. If further assistance is needed in this matter, please contact:  
Mahanani Kristiningsih (hani\_kris@yahoo.com), or Vrilly Rondonuwu (vrilly@gmail.com).

NOTE: Participants who choose to stay at hotels other than the Hotel Bali Hyatt Sanur please make their own accommodation and transportation arrangements to the venue of the workshop. Credit cards or cash deposits are required for hotel reservations. Here are some hotel recommendations:

### GRIYA SANTRIAN

Jl. Danau Tamblingan No. 47, Sanur  
Tel. : +62-361-288 181 Fax : +62-361-288 185  
website : www.santrian.com

### BESAKIH BEACH HOTEL

Jl. Danau tamblingan 45, Sanur  
TEL : +62-361-288 423 Fax: +62-361-2888 426  
www.besakihresortbali.net

## FOOD & BEVERAGES DURING WORKSHOP



During the workshop, two coffee breaks will be provided each day. Lunch will be available at additional cost of Rp 100.000 (USD 10), which is a special rate agreed upon with the hotel, for participants of the workshop (14-16 October 2009).

Food & Beverage at Bali Hyatt - 2009	
Meal Prices at Selected Restaurant	Price Per Person for Food only (Net Rate, Non-Commissionable)
Buffet Lunch Venue at Restaurant, The rate valid during Meeting period, with minimum 30 delegates guaranteed.	Rp. 100.000,- net



### ***DINNER RECEPTION***

A reception dinner be hosted by the Indonesia government, is planned for Wednesday 14 October from 19:00 - 21:00. - opening act: Cultural Dance Performance.



### ***DAILY SUBSISTENCE ALLOWANCE (DSA)***

DSA for Bali = US\$ 174

Daily Subsistence Allowance will be disbursed in US\$ based on UN rate to cover accommodation, meals, etc. Eligible funded participants will be able to collect their DSA at the meeting venue. Passport, plane/train ticket and boarding pass(es) are required to allow payment to be made.



### ***REQUIREMENTS FOR ENTRY INTO INDONESIA***

#### **PASSPORT**

Before departing for Indonesia, participants should ensure that their passport is valid for travel to Indonesia for the whole period of the event plus three month.

#### **VISA**

Entry visa will be required for delegates to enter the country, unless a bilateral visa agreement covers the visits of individual concerned. Each participant can apply for entry visa at Indonesia's overseas consulates and embassies in their respective country by presenting the formal invitation letter.

Should you need assistance in hotel/ visa/ travel-related matters, please contact:  
Ms. Priscilla Sakupwanya (psakupwanya@unfccc.int)



### ***ARRIVAL & TRANSPORT TO THE HOTEL***

Bali Hyatt Hotel, Sanur, is around 15 km from Ngurah Rai Airport. The hotel can be reached by taxi from Ngurah Rai airport. It may be difficult to find a meter taxi from the airport as there is usually a fixed charge for the different areas in the airport taxis. It may cost around Rp. 90.000- Rp 120.000 (USD 9 – USD 12) from the airport to the hotel by airport taxis.

Airport pick up is also available by reservation to the hotel. Please see Annex III.

### ***LANGUAGE***

The workshop's official language will be English.



### ***TIME ZONE: UTC/GMT +3 hours***

There are three Standard Time zones in Indonesia. Bali is 8 hours ahead of Greenwich Mean Time (GMT+8).



### ***CLIMATE:***

The average temperature in Bali is ranging from 21° – 33° C (70° F to 91° F). The Climate: Tropical with dry weather from April to October. Monsoon season from November to March with frequent rainfall.

***ELECTRICITY VOLTAGE:***

The supply voltage in Indonesia is Generally 220 volts AC and a two-way plug.

***CURRENCY AND BANKING:***

The official currency of the Republic of Indonesia is “Rupiah” (Rp). The exchange rates vis-à-vis the US dollar fluctuates and currently stands at approximately Rp 10,500 per US dollar.

<http://www.xe.com/ucc/convert.cgi>

***SECURITY***

Like in all other big cities, it is advisable not to leave your belongings unattended, beware of pickpockets and avoid an overly ostentatious display of wealth.

***BUSINESS HOURS***

Hours of business in Bali are Monday to Friday from 09:00 till 13:00 and 14:00 till 17:00. Most places of business will also trade on Saturday mornings from 09:00 to 13:00. Banks will not be open on Saturday mornings but will be open during the week from 09:30 to 15:00.

***SHOPPING HOURS***

In general, shopping hours in Bali are 9am-10pm. daily.

Useful Sources of Information

Further information on Indonesian culture and tourist attractions:

Travel Guide - Indonesia <http://www.travel-indonesia.com/>

**Contact address**

Ms. Mahanani  
Global International Affairs and International Cooperation Officer  
Ministry of Environment  
Jl. D.I. Panjaitan, Kebon Nanas  
Jakarta 13410, Indonesia  
Tel: +62.21.858.0110  
Fax: +62.21.858.0110  
Mobile: +62.812.966.0775  
E-mail: hani\_kris@yahoo.com

***FURTHER INFORMATION***

For further information on the workshop, please contact:

Ms. Laurence Pollier  
E-mail: [lpollier@unfccc.int](mailto:lpollier@unfccc.int)

Ms. Priscilla Sakupwanya  
E-mail: [psakupwanya@unfccc.int](mailto:psakupwanya@unfccc.int)