

**Pacific Regional Joint
Preparatory Meeting for CBD COP13 and CITES COP17
15 - 19 August 2016
Samoa**

General Information for Participants

1. Date and Venue

The Pacific Regional Joint Preparatory Meeting for CBD COP13 and CITES COP17 will be held from the 15 – 19 August 2016. It will be held at:

**SPREP Head Quarters
Vailima
TEC Conference Room
Telephone: +685 21929
Fax: +20231**

2. Official Opening

The meeting will start at 9:00am on Monday, 15th August. The official opening will start at 9:00am on Tuesday, 16th August 2016. All participants are requested to be seated 10 minutes prior to the actual start.

3. Registration

Registration will start at **8:30am** at the meeting venue on Monday, 15th August. Please ensure your details are correct when you register.

4. Documents

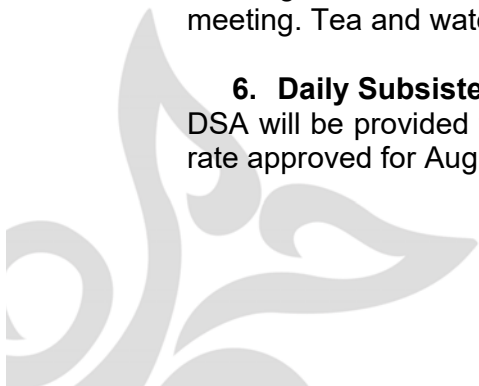
The meeting documents will be available on the CBD website <https://www.cbd.int/doc/?meeting=PREPCOP-2016-03>. A paperless meeting is encouraged and participants are reminded to bring their own copies of the meeting documents. Hard copies of the meeting documents will be made available on request only.

5. Morning/Afternoon tea and Lunches

Morning/afternoon tea and lunch will be provided throughout the duration of the meeting. Tea and water facilities will be available throughout the day.

6. Daily Subsistence Allowance (DSA)

DSA will be provided to all sponsored delegates. The DSA will be based on SPREP rate approved for August 2016.



7. Accommodation

Participants are requested to make their own hotel reservations. A list of hotel accommodations is provided in **Annex 1**.

8. Transportation and Travel

The most direct and economical route will be issued for sponsored participants. If participants wish to make changes to their tickets, participants will be responsible for these changes and have to pay the difference.

Participants are responsible for their own transportation to the meeting venue. Taxis are available and the fare is approximately \$10 - \$15 tala if travelling within town area.

The 15th August is a Public Holiday in Samoa to celebrate Father's Day. Please arrange a taxi for Monday with your hotel in case you find it difficult to find a taxi due to the public holiday. You can also dial the following taxi stands to bring you up to SPREP.

- City Cabs telephone: 21600
- Fugalei taxi telephone: 30164
- Ray's taxi telephone: 23568

Airport transfer services are provided by some hotels. Do enquire with the hotel when making hotel reservations. Taxis are also available at the airport and cost approximately \$60 – 70 tala from airport to town.

9. Visa

Participants from countries requiring a visa to enter Samoa are strongly advised to contact the nearest Samoan diplomatic or consular mission **as soon as possible** in order to secure the required entry visa in a timely manner, prior to departure.

Information on visa procedures is available on the web site of the Government of Samoa Immigration at:

<http://www.samoaimmigration.gov.ws/VisitorServices/EntryRequirements/tabid/6858/language/en-US/Default.aspx>.

A list of relevant Samoan diplomatic/consular missions abroad can be found on the web site of the Ministry of Foreign Affairs and Trade at:

<http://www.mfat.gov.ws/embassies/overseas-missions/>

10. Health and Travel Insurance

Participants are responsible for their own health and travel insurance and we kindly urge participants to obtain your medical and travel insurance from your respective countries before travelling to Samoa.

11. Weather and Clothing

Samoa's climate is tropical all year round. During the month of August, this will be the dry season where the average daily temperature ranges from 28oC – 31oC.

Light summer clothing is appropriate for this time of the year. When you're in the Pacific, appropriate casual and comfortable wear to the meetings is acceptable so no suite and tie is needed.

12. Currency

Samoa's currency is in Tala (SAT). \$1.00 USD is around \$2.50 samoan tala depending on the exchange rate on the day.

13. Electrical Current

Electrical sockets (outlets) in Samoa supplies electricity at 240 volts/ AC 50 cycles.



ANNEX 1: List of Accommodations

Hotel Name	Email/Contact	Room Type	Price
Tanoa Tusitala Hotel	(685) 21122 tusitala@tanoahotels.com www.tanoatusitala.com	Standard room Double delux	\$305 (SAT) inc. b/fast \$350 (SAT) inc. b/fast
Sheraton Aggie Grey's Samoa	(685) 45611 Reservations.samoaresort@sheraton.com http://www.sheratonsamoaaggiegreysresort.com	Classic room Superior room	\$308 (SAT) inc. b/fast \$350 (SAT) inc. b/fast
Insel Fehmarn Hotel	(685) 23301 www.inselfehmarnsamoa.com insel@samoa.ws	Garden view Superior room	\$215 (SAT) inc. b/fast (SPREP rate) \$235 (SAT) inc. b/fast (SPREP rate)
Le Manumea Hotel	(685) 27740 www.manumearesort.com manumea@ipasifika.net	Executive Suites	\$295 (SAT) incl. b/fast
Talofa Inn Bed & Breakfast	(685) 25755 info@talofainnsamoa.com http://www.talofainnsamoa.com	Single (shared facility) Double/twin (en suite)	\$145 (SAT) inc. b/fast + wifi \$198 (SAT) inc. b/fast + wifi
Apia Central Hotel	(685) 20782 info@apiacentralhotel.com http://www.apiacentralhotel.com	Manaia Single Room Fiafia Double Room	\$60 (USD) \$70 (USD)
Eden's Edge	(685) 26202 info@edensedgesamoa.com http://www.edensedgesamoa.com	Single room Double room	\$150 (SAT) inc. b/fast \$180 (SAT) inc. b/fast
Malifa Lodge	(685) 21880 info@malifalodge.ws www.malifalodge.ws	Single room Double room	\$130 (SAT) \$150 (SAT)
Hotel Elisa	(685) 21116 reservations@hotelelisa.ws http://www.hotelelisasamoa.com	Standard room Seaview room	\$200 (SAT) inc. b/fast \$240 (SAT) inc. b/fast

Le Alaimoana Hotel	(685) 20219 myroom@alaimoana.ws http://www.alaimoana.ws	Standard room Double room	\$200 (SAT) inc. b/fast \$220 (SAT) inc. b/fast
Hotel Millenia	(685) 28286 info@hotelmilleniasamoa.com http://www.hotelmilleniasamoa.com	Standard room Delux room	\$195 (SAT) inc. b/fast \$245 (SAT) inc. b/fast
Amanaki Hotel	(685) 27889 contact@amanakihotel.com http://www.amanakihotel.com	Standard room Delux room	\$230 (SAT) inc. b/fast \$280 (SAT) inc. b/fast
Vaiala Beach Cottages	(685) 22202 info@vaialabeach.com http://www.vaialabeach.com	Single Double	\$120 (SAT) \$170 (SAT)
Traveller's Point	(685) 33001 stay@travellerspointhotel.com www.travellerspointhotel.com	Single Double	\$200 (SAT) inc. b/fast \$310 (SAT) inc. b/fast
Annabelle Inn	(685) 20505 inbound@samoascenic.com	Single room Double room	\$60 (SAT) \$70 (SAT)
Ulalei Lodge	(685) 29913 bookings@ulaleilodgesamoa.com www.ulaleilodgesamoa.com	Single room (shared facility) Double room (shared facility)	\$85 (SAT) inc. b/fast \$145 (SAT) inc. b/fast
Hotel Pasefika Inn	(685) 20084 info@pasefikainn.ws infopasefika@yahoo.com www.pasefikainn.ws	Single room	\$140 (SAT) inc. b/fast
Samoan Outrigger Hotel	(685) 20042 outrigger@samoa.ws http://www.samoanoutriggerhotel.com	Single shared facilities (fan) Double shared facilities (fan) Single self-contained aircon Double self-contained aircon	\$150 (SAT) inc. b/fast \$180 (SAT) inc. b/fast \$200 (SAT) inc. b/fast \$230 (SAT) inc. b/fast