

# 21<sup>st</sup> Session of the Indian Ocean Tuna Commission

## Yogyakarta, Indonesia, 15-26 May 2017

### 1. MEETING DATES AND VENUE

- 14th Session of the Compliance Committee (CoC14) 15-17 May 2017
- 14th Session of the Standing Committee on Administration and Finance (SCAF14) 18-19 May 2017
- 4th Management Procedures Dialogue (MPD04) 20-May 2017
- 21st Session of the Indian Ocean Tuna Commission (S21) 22-26 May 2017

The meetings will run from 9 am to 5 pm daily, or as otherwise indicated.

The venue of the meetings will be: **Royal Ambarrukmo Yogyakarta Hotel**

Jl. Laksda Adisucipto No.81  
Caturtunggal, Kec. Depok  
Kabupaten Sleman  
Daerah Istimewa Yogyakarta 55281  
Indonesia



<http://www.royalambarrukmo.com/en/facilities.html>

### 2. CONTACTS

The contacts for these meetings at the IOTC Secretariat are:

Administrative: Mr Howard Whalley: [Howard.Whalley@fao.org](mailto:Howard.Whalley@fao.org)  
Ms Mirose Govinden: [mirose.govinden@iotc.org](mailto:mirose.govinden@iotc.org)

The contacts for these meetings in Yogyakarta are:

Mr Saut Tampubolon: [s.tampubolon@yahoo.com](mailto:s.tampubolon@yahoo.com)  
Ms Putuh Suadela: [sdi.djpt@yahoo.com](mailto:sdi.djpt@yahoo.com)

### 3. REGISTRATION

Registration closes 15 days prior to each of the Sessions to allow our hosts to make the necessary meeting arrangements, as follows:

- 14<sup>th</sup> Session of the Compliance Committee (CoC14): **30 April 2017**
- 14<sup>th</sup> Session of the Standing Committee on Administration and Finance (SCAF14): **3 May 2017**
- 4<sup>th</sup> Management Procedures Dialogue (MPD03): **6 May 2017**
- 21<sup>st</sup> Session of the Indian Ocean Tuna Commission (S21): **7 May 2017**

Please pre-register online at your earliest convenience for each of the Session:

**CoC14:** <http://iotc.org/meetings/14th-session-compliance-committee-coc14>

**SCAF14:** <http://iotc.org/meetings/14th-session-standing-committee-administration-and-finance-scaf14>

**MPD04:** <http://iotc.org/meetings/4th-management-procedures-dialogue-mpd04>

**S21:** <http://iotc.org/meetings/21st-session-indian-ocean-tuna-commission-s21>

#### 4. MEETING PARTICIPATION FUND (DEVELOPING MEMBERS ONLY):

The participation of **one representative of developing Members of the IOTC** to these meetings may be supported through the IOTC Meeting Participation Fund (IOTC Rules of Procedure (2014)). As per the Rules of Procedure for the administration of the IOTC Meeting Participation Fund, applications should be received at [secretariat@iotc.org](mailto:secretariat@iotc.org) as follows:

- 1) **Option 1:** Attendance to ALL of the meetings combined: CoC14, SCAF14, MPD04 and S21: application deadline **30 March 2017**
- 2) **Option 2:** Attendance to the combined meetings of the CoC14 and SCAF14: application deadline **30 March 2017**.
- 3) **Option 3:** Attendance to the combined meetings of the MPD04 and S21: application deadline **7 April 2017**

All applications must include the following four elements if it is to be considered:

- i) an official nomination letter;
- ii) a letter of credentials;
- iii) the contact details of the nominee (inclusive of complete home address and mobile phone number, with a copy of his passport); and
- iv) the CPC implementation report for the IOTC Compliance Committee.

See the Rules of Procedure for the administration of the IOTC Meeting Participation Fund for more information, contained within the IOTC Rules of Procedure (2014): <http://iotc.org/documents/indian-ocean-tuna-commission-rules-procedure-2014>

**Kindly note that the IOTC Secretariat will make all travel and accommodation arrangements for *one* MPF candidate per eligible Member up to the limit of the funds established.**

#### 5. CREDENTIALS

At each Session the Executive Secretary shall receive the Letter of Credentials of each delegation issued by, or on behalf of, the Head of state, the head of government, the minister for foreign affairs or the minister concerned, indicating clearly the head of delegation and the alternate, as well as the list of advisors and experts who will be part of the delegation. The letter of credentials may be drafted as follows (from Appendix 1 of the IOTC Rules of Procedures).

#### LETTER OF CREDENTIALS

Dear IOTC Executive Secretary,

Upon instructions of [**the Head of state, the head of government, the minister for foreign affairs or the minister concerned**] I wish to inform you that [**name of IOTC Contracting Party (Member)**] will participate in the [...**Number**...] Session of the Indian Ocean Tuna Commission (IOTC) [and/or any Committee of the Commission] and will be represented by the following delegation (or by [**Title and Name**] if the delegation is constituted by one person):

[**Title and Name**] – Head of delegation

[**Title and Name**] – Alternate

[**Title and Name**] – Expert

[**Title and Name**] – Adviser

[**Title and Name**], Head of Delegation or, in **his/her** absence, the alternate or any other member of the Delegation designated by **him/her**, is authorised to fully take part in the proceedings of the Session and take, on behalf of the Government (or Authority concerned for Regional Economic Integration Organisation e.g. EU) of [**name of IOTC Member**], any action or any decision required in relation with this Session.

.....**Signature**.....

[on behalf of, Head of state, the head of government, the minister for foreign affairs or the minister concerned]

## 6. TRAVEL ARRANGEMENT AND ACCOMMODATION

NO	Name	Address and Contact	Distance	Room Rate*
1	Royal Ambarrukmo (5 stars)	Jl. Laksda Adisucipto No.81, Caturtunggal, Kec. Depok, Kabupaten Sleman, Daerah Istimewa Yogyakarta 55281, Indonesia <a href="mailto:info@royalambarrukmo.com">info@royalambarrukmo.com</a> T: +62 274 488 488 F: +62 274 488 789	0 km	Starts from Rp. 1.125.00 or approximately USD 86
2	Victoria (3 stars)	Jl. Laksda Adisutjipto Km. 5 (Behind Royal Ambarrukmo Hotel) Yogyakarta, Yogyakarta Province 55281 Indonesia +62 274 4533838 <a href="mailto:thevictoriahotelyk@gmail.com">thevictoriahotelyk@gmail.com</a>	0.5 km 5 minutes by walk	Starts from Rp. 750.00 or approximately USD 58
3	Grand Aston (5 stars)	Gondokusuman, Jl. Urip Sumoharjo No.37, Klitren, Yogyakarta, Yogyakarta City, Special Region of Yogyakarta 55222, Indonesia +62 274 566 999 <a href="mailto:Info@grandastonyogyakarta.com">Info@grandastonyogyakarta.com</a>	2.4 km 10 minutes by car	Starts from Rp. 1.200.00 or approximately USD 92
4	New Saphir (4 stars)	Jl. Laksda Adisucipto No. 38, Maguwoharjo, Depok, Demangan, Sleman, Kota Yogyakarta, Daerah Istimewa Yogyakarta 55221, Indonesia <a href="mailto:rsv@newsaphirhotel.com">rsv@newsaphirhotel.com</a> +62-274) 566 222 / 0822 1622 6232	2.9 km 10 minutes by car	Starts from Rp. 800.00 or approximately USD 61
5	Merapi Merbabu (4 stars)	Jalan Seturan Raya, Depok,Sleman 55281 Yogyakarta - Indonesia Phone: +62 274 433 2772, +62 274 433 2992   Fax: +62 274 433 2898 <a href="mailto:info.jog@mmhotel-resorts.com">info.jog@mmhotel-resorts.com</a>	2.3 km 8 minutes by car	Starts from Rp. 650.00 or approximately USD 50

\* USD 1 = Rp. 13.000

Participants not supported by IOTC are requested to make their own travel and accommodation arrangements and fund the expenses incurred.

## 7. ARRIVAL AND ENTRY FORMALITIES (VISA)

Free visa entry is currently available for 169 countries and Visa on arrival is also available for 61 countries. For further information regarding visa, please refer the links below:

<http://www.indonesia.travel/en/post/visa-free-for-169-countries-to-travel-to-indonesia>

Kindly note that the IOTC invitation letter for the Commission meetings can be requested. Please contact the IOTC Secretariat [mirose.govinden@iotc.org](mailto:mirose.govinden@iotc.org) to receive an official invitation letter.

## 8. TRANSPORTATION

Participants are requested to make their own travel arrangements and fund the expenses incurred.

Transport from airport to hotel:

- Trans Jogja (Bus Rapid Transit) from Adisucipto Airport to Plaza Ambarrukmo costs IDR 3,500 for a single trip ticket (<https://www.yogyes.com/en/yogyakarta-transportation/public/trans-jogja/>)

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- Airport Taxi (Rajawali Taxi) costs approximately IDR 60,000 (using argo)
  - Hotel transfer costs IDR 80,000
  - Online taxi such as Uber, Grab Car and Go-Car are available costs approximately IDR 25,000.

Daily transportation from hotel:

Indonesia will not provide daily transport. Most hotels are within walking distance from the Ambarukmo Hotel.

## 9. HEALTH PRECAUTIONS

There is no specific health precaution in Indonesia.

## 10. DELEGATES KIT

Documents for the meeting (in pdf format) will be accessible through a local network during the meeting. However, it is advised for participants to download all the documents available from the IOTC website prior to arriving, as the meeting is paperless.

## 11. INTERPRETATION

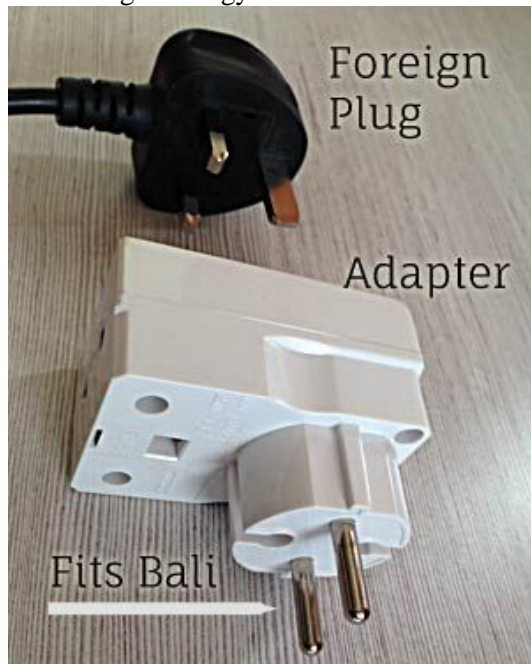
The meeting will be held in English and French and simultaneous interpretation in the other language will be provided.

## 12. DRESS CODE

The dress code for the meeting is Smart Casual

## 13 ELECTRICITY

The voltage in Yogyakarta is 220-240 Volts. The Primary Socket Types: Euro, Schuko, British



## 14 TELEPHONE SERVICE

To make an IDD call from Indonesia, dial the access code 001 (for Indosat) and 007 (for Telkom), followed by the country code, area code and party's number. Also available cheaper IDD call via VoIP Technologies, IDD Prefix is 01016 (for Indosat user) and 01017 (for Wartel, Telkom, and Telkomsel user), and 01000 (for XL -excelcom- user)

## 15. INTERNET

Wi-Fi and Internet facilities will be available in the meeting room during the meeting hours. Internet service outside the meeting will be at participant's own expense.

## 16. TOURISM

Information on tourism and other information are available at <http://www.indonesia-tourism.com/yogyakarta/>