IOC Circular Letter No 2544 (Available in English only)

IOC/ IOC/WWW/TA/BA
6 October 2014

To: ICG/PTWS Tsunami National Contacts (TNC) and Tsunami Warning Focal Points (TWFP) for China, Indonesia, Malaysia, Philippines, Singapore, Thailand, Vietnam and relevant authorities in Brunei Darussalam and Cambodia
ICG/PTWS Chairs and Vice-Chairs
Invited Observers: JMA/NWPTAC, PTWC

cc: Official National Coordinating Bodies for liaison with the IOC
Permanent Delegations/Observer Missions to UNESCO of IOC Member States
Partner organizations
IOC Officers

Subject: Fourth Meeting of the ICG/PTWS Regional Working Group on Tsunami Warning and Mitigation in the South China Sea Region (ICG/PTWS-WG/SCS-IV)
11–12 February 2015, Jakarta, Indonesia

The Intergovernmental Coordination Group for the Pacific Tsunami Warning and Mitigation System (ICG/PTWS), at its 25th session, decided to continue the Regional Working Group on Tsunami Warning and Mitigation in the South China Sea under the chairmanship of Mr Hing-Yim MOK (China).

In this context, I am pleased to inform you that the Fourth meeting of the ICG/PTWS Regional Working Group on Tsunami Warning and Mitigation in the South China Sea Region (ICG/PTWS-WG/SCS-IV), will be held in the Indonesian Agency for Meteorological, Climatological and Geophysics (Badan Meteorologi, Klimatologi, dan Geofisika - BMKG) on 11–12 February 2015, in Jakarta, Indonesia.

Through this Circular Letter, you are invited to communicate the list and the details of your participants to the meeting before 19 December 2014, to Mr Bernardo Aliaga, ICG/PTWS Technical Secretary, (e-mail address: b.aliaga@unesco.org).

…/…
The Provisional Agenda for the meeting prepared by the Chairman in coordination with the Secretariat and an information note for participants prepared by BMKG are attached for your consideration.

All relevant information regarding this meeting, including documentation and presentations as well as the list of participants, will be made available on the meeting website: www.ioc-unesco.org/PTWS-WG-SCS-IV

With the assurances of my highest consideration, I remain,

Yours sincerely,

[signed]

Wendy Watson-Wright
Executive Secretary, IOC

Enclosures:  Provisional Agenda
Information Notes for Participants
PROVISIONAL AGENDA

1. WELCOME AND OPENING

2. ORGANIZATION OF THE SESSION
   2.1. ADOPTION OF AGENDA
   2.2. DESIGNATION OF RAPPORTEUR
   2.3. CONDUCT OF THE SESSION, TIMETABLE AND DOCUMENTATION

3. REVIEW OF DECISIONS, RECOMMENDATIONS AND ACTIONS ARISING FROM ICG/PTWS WGS-SCS-III MEETING

4. REPORTS
   4.1. NATIONAL PROGRESS REPORTS
   4.2. REPORT OF THE CHAIR ON ACTIVITIES OF THE PTWS STEERING COMMITTEE
   4.3. REPORTS FROM OTHER ORGANISATIONS

5. REPORT ON THE SURVEY FOR THE INVENTORY OF PAST PAPERS RELEVANT TO TSUNAMIGENIC ZONE IDENTIFICATION, TSUNAMI HAZARD ASSESSMENT AND PALEOTSUNAMI SURVEYS

6. REPORT ON THE SURVEY FOR THE INVENTORY OF SEISMIC AND SEA LEVEL STATIONS IN THE SOUTH CHINA SEA REGION

7. REPORT ON EDUCATIONAL MATERIALS TAILORED TO THE SOUTH CHINA SEA REGION

8. PROGRESS REPORT ON THE ESTABLISHMENT AND WORK PLANS OF THE TASK TEAM ON THE ESTABLISHMENT OF A SOUTH CHINA SEA TSUNAMI ADVISORY CENTER (SCSTAC)

9. NEXT MEETING

10. ANY OTHER BUSINESS

11. SUMMARY OF DECISIONS, RECOMMENDATIONS AND ACTIONS

12. CLOSE OF MEETING
INFORMATION NOTE FOR PARTICIPANTS

**Accessibility**

**Airport to Hotel:**
Participants are suggested to use Taxi (Blue Bird or Silver Bird) from Airport to hotels. It is estimated around 1 to 2 hours to reach hotels and it cost around IDR 150.000 to 200.000.

**Hotel to Venue:**
There are two hotels located near to the Venue, NAM Center and Golden Boutique Hotels. Participants can go from these hotels by 10 minutes walk to the Venue. For Participant staying at Aryaduta, it is recommended to use Taxi (Blue Bird, Silver Bird) that costs around IDR 50.000 to 100.000.

**Passport and Visa**

A valid passport (and visa if applicable) is necessary for all persons entering Indonesia. Visa can be obtained from the Indonesian Embassy/Consulate in your respective countries or at the nearby country. Latest entry and health requirements information can also be obtained from the Embassy/Consulate.

A number of nationalities are eligible to get Visa on Arrival (VOA) which can be obtained at Jakarta Soekarno – Hatta International Airport. **Requirements for Visa on Arrival (VOA) are:**

1. Passport must be valid for a minimum of 6 (six) months from the date of entry into Indonesia.
2. Onward or return tickets are compulsory
3. No compulsory vaccinations
4. Visa fee on arrival US$ 25.00 for 30 (thirty) days; (as per 26 January 2010).

Please make sure that you are eligible for the visa on arrival. Below is the information on visa eligibility:
Visa on Arrival:  
1. Australia  
2. China  
3. France  
4. German  
5. India  
6. Iran  
7. Japan  
8. Maldives  
9. Oman  
10. South Africa  
11. UK  
12. USA  

Apply Visa before arrival:  
1. Bangladesh  
2. Kenya  
3. La Reunion  
4. Madagascar  
5. Mozambique  
6. Sri Lanka  
7. Tanzania  
8. Yemen

Calling Visa:  
1. Pakistan  

Free Visa:  
ASEAN member countries

Airport Transfer
Transportation from the Jakarta airport to the hotel will be arranged by the local organizers. To make sure that this will be well arranged, please inform your flight details (flight number, date and time of arrival) and hotel by email to inatews.secretariat@yahoo.com. The local organizer staff (wearing BMKG uniform) will be waiting outside the International arrival gate at the airport with your name on a sign board. She/he will take you to a taxi that will take you to the hotel; the fare of the taxi will be covered by the local organizers.

In case you did not meet the organizer staff, please go to a Silver Bird Taxi counter and ask for a taxi to take you to the hotel. You will need to pay for the taxi which will be reimbursed later by the organizers.

The Meeting Venue
The meeting will be held at the Agency for Meteorology, Climatology, and Geophysics (BMKG) Headquarter Jakarta, Jl. Angkasa I No. 2 Kemayoran, Indonesia. http://goo.gl/maps/Thjju

Registration and Reception
Registration for the meeting is on Wednesday, 11 February from 8:00 to 8:30 AM at the entrance of the meeting room, at the Agency for Meteorology, Climatology, and Geophysics (BMKG) Headquarters Jakarta, Jl. Angkasa I No. 2 Kemayoran, Indonesia

Accommodation of Participants
Participants are kindly requested to make arrangements for their own accommodation. Information of some hotels near BMKG Headquarters is available below for reference.
GOLDEN BOUTIQUE HOTEL *****
Jl. Angkasa No. 1, Jakarta Pusat 10720, Indonesia
Phone +62-21-625-5555
Fax. +62-21-625-6666
Web http://www.goldenboutiquehotel.com/angkasa

NAM CENTRE HOTEL ****
Jl. Angkasa Blok B 10 No. 6, Jakarta Pusat, Indonesia
Phone +62-21-654-5309
Fax. +62-21-654-5328
Web http://www.namcentre.com

ARYADUTA HOTEL JAKARTA ******
Jl. Prapatan 44-48 Jakarta 10110, Indonesia
Phone +62-21-2352-1234
Fax. +62-21-2351-8646
Email info.jakarta@aryaduta.com

Climate
Jakarta, the capital city of Indonesia, receives a hot and humid tropical climate. Jakarta weather has two seasons, with a rainy season (November to June) and a dry season (July to October). Due to Jakarta’s proximity to the equator, temperatures do not vary much. Daytime temperatures rise to about 35°C in the dry season and drop to night time lows of about 25°C in January.

Time Zone
The West Indonesia Standard Time is UTC + 07:00.

Currency and Credit Card
The currency used in Indonesia is Indonesia Rupiah (IDR/Rp); One US Dollar is approximately Rp 12,227 (as per 30 September 2014). Foreign currency can be exchanged at the Soekarno-Hatta International Airport upon arrival and in hotels, money changers and banks located in Jakarta.

Credit card
Most of major credit cards such as VISA, MASTERCARD are widely accepted in hotels, big restaurants and shopping malls.

Language
The national language of Indonesia is known as Bahasa Indonesia. It is the language of official communication. Most Indonesians speak at least two languages or more, Bahasa Indonesia and their local language, of which Indonesia counts more than 300 regional languages.
Electricity
Indonesia’s standard electricity supply is usually 220 volts AC with a frequency of 50 Hz. For other equipment a transformer or adaptor is required unless the appliance has a multi-voltage option.

Public Transportation
In the city of Jakarta, taxis and bus are common kind of public transportation. It is also possible to get around by bajaj, known as pedi-cabs. It’s best to negotiate and bargain the fare before you get in. Most drivers do not speak English so you should bring a map with you and know where you are going.

Telecommunication
You will be able to use your mobile phone in Jakarta and most urban areas of Indonesia, although some of the islands or more remote areas may not have network coverage. Ensure you have global roaming activated with your mobile carrier before you leave home if you wish to use your mobile while in Indonesia.

Business Hours
Hours of business in Jakarta are Monday to Friday, 08:30 till 16:30 (local time). Most places of business will also trade Saturday mornings 09:00 to 13:00 (local time). Banks will not be open on Saturday morning but will be open during the week from 08:30 to 15:00 (local time).

Discover Indonesia
The Republic of Indonesia is the largest archipelago in the world comprising 13,466 large and small tropical islands fringed with white sandy beaches many still uninhabited and even still unnamed. Straddling the equator, Indonesia situated between the continents of Asia and Australia, between the Pacific and the Indian Oceans. Indonesia has a total population of more than 215 million people from more than 200 ethnic groups.

http://discoveryourindonesia.com/

Contacts
If you need special documents (Letters of Invitation) for your travel documents (Visa), please contact us as soon as possible by email inatews.secretariat@yahoo.com and provide the following:
- Full name (as stated in your passport)
- Professional affiliation
- Copy of passport

Agency for Meteorology Climatologicy and Geophysis (BMKG)
Earthquake and Tsunami Center
Operational Building, 2nd Floor
Jl. Angkasa 1 No.2, Kemayoran, Jakarta Pusat 10720, Indonesia
Phone: +62-21- 6546316, +62-21-65867045
Fax :+62-21-6546316
Contact details: Dr. Wandono: +62-856–2211–655