GENERAL INFORMATION NOTE

THE 11TH UNWTO ASIA/PACIFIC EXECUTIVE TRAINING PROGRAM ON TOURISM POLICY AND STRATEGY

*Sustainable Tourism for Development*

Four (4) days: Monday 20th March to Thursday 23rd March, 2017
Port Moresby, Papua New Guinea

Regional Programme for Asia and the Pacific

World Tourism Organization
1. INTRODUCTION

The Government of Papua New Guinea invited you to the UNWTO Asia Pacific Executive Training Program on Tourism Policy and Strategy on 20 – 23 March 2017. This information note provides details on administrative and logistical arrangements, along with other relevant information pertaining to your participation in the ETP.

1.1 Overview

<table>
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<tr>
<th>Title:</th>
<th>11th UNWTO Asia/Pacific Executive Training Program on Tourism Policy and Strategy.</th>
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<tbody>
<tr>
<td>Theme:</td>
<td>Sustainable Tourism for Development</td>
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<tr>
<td>Date:</td>
<td>20 – 23 March, 2017</td>
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<td>Venue:</td>
<td>Port Moresby, Papua New Guinea</td>
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<td>Organizer:</td>
<td>UNWTO</td>
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<td>Host:</td>
<td>Papua New Guinea Tourism Promotion Authority</td>
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<td>Sponsor:</td>
<td>Government of the Republic of Korea</td>
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<td>Participants:</td>
<td>Approximately 25 government officials from UNWTO Member States in Asia and the Pacific Region.</td>
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<td>Official Language:</td>
<td>English</td>
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Papua New Guinea is one of the most diverse countries in the world, consisting of twenty-two provinces, eight hundred different languages and thousands of different tribes and cultures. From pristine turquoise waters in the New Guinea Islands, the long grassland valleys, to the statuesque mountains of the Highlands region, Papua New Guinea is an array of experiences and adventure.
2. VENUE

The 11th UNWTO Asia Pacific Executive Training Program on Tourism Policy and Strategy will be held at The Stanley Hotel, Port Moresby, Papua New Guinea on the 20 – 23 March 2017. This year’s program is entitled Sustainable Tourism for Development. It is co-organised by the UNWTO and the Papua New Guinea Tourism Promotion Authority.

The Stanley Hotel & Suites is a 429 room, hotel and serviced apartment complex. It is situated in Waigani, the Commercial and Government heart of Port Moresby, and as such is close to Parliament House, all Government Offices and most of the Foreign Embassies or Consulates.

The Stanley Hotel & Suites is a true luxury Port Moresby hotel with superb dining and relaxation facilities boasting inter-connecting walk ways directly from the hotel to the largest shopping mall in PNG with a variety of shopping, dining and entertainment options. Situated only 3.7 kilometres from Jackson’s International Airport. This hotel is ideal for a business traveller.

The Stanley Hotel and Suites is located on Sir John Guise drive and is in the centre of the government and business district. Currency exchange services are provided at the Shopping Mall as well as the hotel including free Wifi to hotel guests. Each guest will be given log in details and access upon check-in.

This hotel will also be provided to participants as the accommodation during the training program. The UNWTO will cover the single room cost for one participant from each member country.

The Stanley Hotel & Suites
Sir John Guise Drive, Waigani
• Telephone: +675 302 8888
• Email: info@thestanleypng.com
• Website: www.thestanleypng.com
3. HOST CITY

Port Moresby, Papua New Guinea’s capital and the main entry point for international visitors. The city is located in an area call the National Capital District or NCD, on the southern coast of the country, surrounded by part of Fairfax Harbour. Port Moresby was named after Captain John Moresby in 1873 and in 1874 a mission station was established at the village of Hanuabada; a traditional Papuan village and home to the Motuan people, native to Port Moresby.

Port Moresby is the administrative and commercial centre of the country with a population of a little over 400,000.

Papua New Guinea is the home of over 800 different languages of the world, well known in the world as one of the most diverse countries with thousands of different tribes and cultures, as such, PNG is also known as the last frontier.
4. APPLICATION AND REGISTRATION

Participants are requested to complete the attached application form and return it to the UNWTO Secretariat by 20th March 2017. Once on site, the badge and bag will be distributed to the participants at the registration desk on Sunday, 19th March from 5 to 7PM and Monday, 20th March from 8:30 to 9:00AM.

5. TRANSPORTATION

An economy class air ticket of round trip will be provided to participants. Participants are requested to supply their preferred flight arrangement on the registration forms. The UNWTO Secretariat will coordinate with the designated travel agency, who will issue the ticket accordingly.

Local transportation will be provided by the host member state, Papua New Guinea, for the registered participants from and to airport – hotel – airport and official functions and tours only.

6. SOCIAL EVENTS

The Government of Papua New Guinea will host a Welcome Dinner on 19th March 2017 at 18:00 for all participants. On 22nd March 2017 at 18:00, the Farewell Dinner will also be hosted by the Government of Papua New Guinea. A technical tour will be available for participants on 23rd March 2017.

7. FOOD

Vegetarian food or Halal food will be served for those participants who requested a special diet on their application form. Please indicate dietary needs where necessary on application form for the host convenience.
8. CUSTOMS REGULATION AND PROCEDURES

On arrival in Papua New Guinea, all goods are subject to customs and quarantine control. Importation/exportation of any prohibited/controlled items into or out of Papua New Guinea are governed by national laws.

Customs Duty Free Allowances are K1, 000.00 worth of new goods, 2 litres of alcohol (wines, spirits, beer, liquor, etc) and 250 cigarettes or 250 grams of tobacco, per adult passenger.

PNG has unique and extreme biodiversity and a favourable status for many harmful pest and diseases affecting animals and plants. PNG exercise strict quarantine controls on entry of specific commodities, including fresh foods, meat and dairy products, fresh fruit and vegetables, raw nuts, seeds, plant cutting and honey.

For more information on Customs and Quarantine, please access the following website: PNG Customs Service: www.customs.gov.pg and PNG National Agriculture Quarantine an Inspection Authority www.naqia.gov.pg.

9. VISA REQUIREMENTS AND NATIONALITIES

Passport Validity

Passports should be valid for at least 6 months from the date of intended travel.

Visa

All people wishing to travel to Papua New Guinea for work, business, study or tourism purposes must have an entry permit/visa to enter the country. Participants are advised to please consult the following website for general information for intending visitors to PNG to ascertain the eligibility of the relevant visa to apply for.

http://www.immigration.gov.pg

For any further information of visa, please contact:
Ms. Ingrid KUMAN: Ingrid.kuman@papuanewguinea.travel

10. TECHNICAL PROGRAM

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| 23 March (Thur) 9:00 – 3:00 | **Technical Tour** to the following sites;  
The National Parliament,  
Papua New Guinea (PNG) Parliament is a single chamber legislature (law-making body) consisting of 89 Members elected from Open electorates and 22 Governors elected from Provincial electorates. The total 111 Members are directly voted into office by citizens over 18 years of age and represent Papua New Guinea provinces and districts. After an election, the political party with the most seats is invited by the Governor General to form Government. Since Independence all Governments have been formed by a coalition of Parties because no Party has won enough Seats to form Government alone. The National Constitution gives the legislative (law-making) power of the people to Parliament. The PNG Constitution also declares that the maximum term of a Parliament is five years. The National Parliament is one of the unique buildings in PNG. The new Parliament building was officially opened by His Royal Highness, Prince Charles, on 8th August 1984.  
The National Museum,  
The PNG National Museum and Art Gallery [NMAG] was built in 1975 and opened to the public 1977. It houses artefacts from 19 provinces of the country. The earliest collection dates back to 1800’s by early administration of |
Papua Sir William MacGregor. The national archaeological collection includes stone axes, broken pottery and materials from kitchen maidens. The oldest artefacts held are 26,000 years old.

The Nature Park
Port Moresby Nature Park is Papua New Guinea's leading botanical and native zoological parks and gardens, showcasing the best of the nation's flora and fauna in a safe and picturesque setting.

Over 150 animals are on display including multiple species of tree kangaroos, cassowaries, birds of paradise, parrots, pigeons, reptiles, wallabies and more. The Nature Park is perfect for those that won't get the opportunity to explore all of PNG's vast regions.

The Park features Port Moresby city's only rainforest tract with many established gardens and native plant species including orchids.

Facilities include a well-appointed and popular café and souvenir shop. Picnic areas are available, complete with large grounds, 'haus-wins' and barbecue areas.

11. USEFUL INFORMATION

Currency and Exchange Rate

USD $1 is equivalent to PGK3.00

The Papua New Guinea Kina (PGK) is the currency of PNG. It is subdivided into 10, 20, 50 coins called toea and K/1 coin. Notes are available in denominations of K/10, K/20, K/50 and K/100.

Throughout the country American Dollars are easily exchanged in major banks and hotel only. Major credit cards such as Visa and Master Card are accepted at most hotels, shops and restaurants.

Note: When buying from small craft markets, purchase with small noted as local vendors may not have change, i.e. K/2, K/5, K/10.

Climate and Clothing

Papua New Guineas climate can be described as tropical climate, with the coastal plains averaging a Temperature of 28°C, the inland and mountain areas averaging 26°C, and the higher mountain regions, 23°C. The area's relative humidity is quite high, and ranges between 70 and 90 percent.

Delegates are advised to bring light clothing as the temperature can reach up to 34 degrees Celsius in the day.

Time Difference

Papua New Guinea observes UTC + 10 Standard Time year round.

Official Language

English is the official language of the meeting. It is widely spoken and understood throughout the country.

Electricity

Papua New Guinea has Voltage: 220-240 Volts (U.S./Canada are 110-120 Volts), standard 3-pin plug. Refer to the picture below:
Business and Banking Hours

Government official hours are from 8AM to 4PM. Lunch is from 12NOON to 1PM.

Banks open from 9AM to 4PM, Monday to Friday. Banks and Government offices are closed on public holidays and weekends.

Tips

Tipping is not mandatory in PNG. It is under your discretion for good service or kindness. Most hotel and many restaurants will add a 10% service charge to the bill.

12. CONTACT INFORMATION

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<tr>
<th>UNWTO SECRETARIAT</th>
<th>HOST COUNTRY</th>
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<tbody>
<tr>
<td><strong>Ms Jeongmi Lee</strong></td>
<td><strong>Mr Heni DEMBIS</strong></td>
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<tr>
<td>Senior Officer</td>
<td>Papua New Guinea Tourism Promotion Authority</td>
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<td>Regional Program for Asia and the Pacific</td>
<td>Pacific MMI Building, Level 5, Downtown, Port Moresby, PNG.</td>
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<td>Fax: +675 302 0223</td>
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<tr>
<td>Email: <a href="mailto:jlee@unwto.org">jlee@unwto.org</a></td>
<td>Email: <a href="mailto:heni.dembis@papuanewguinea.travel">heni.dembis@papuanewguinea.travel</a></td>
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| **Ms Ariana Luquin SANCHEZ**     | **Ms Ingrid KUMAN** |
| Deputy Manager                   | Papua New Guinea Tourism Promotion Authority |
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