



**MEETING OF THE ITU-D RAPPORTEUR'S GROUP ON
QUESTION 10-2/2
MEETING OF THE ITU-D RAPPORTEUR'S GROUP ON
QUESTION 22/2
AND WORKSHOP ON DISASTER COMMUNICATIONS
BANDUNG, INDONESIA, 26 - 30 MARCH 2007**



Rev.1

ANNEX 4

INFORMATION NOTE

I VENUE OF THE MEETING

TELKOM R&D Tower
Jalan Gegerkalong Hilir No. 47
Bandung 40152, Indonesia

II NATIONAL COORDINATOR

Deputy Director General for International Affair
Directorate General of Posts and Telecommunications
Ministry of Communications and Information
Republic of Indonesia
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Jl. Medan Merdeka Barat No. 17
Jakarta 10110
Telephone: +62 21-3835888 / +62 21-3810468
Fax: +62 21-3860781
E-mail address: ikhba@postel.go.id; gery@postel.go.id

Contact Persons:

In Jakarta

ITU Area Office
C/o Ms. Amie Budiarto
Sapta Pesona Building, 13th Floor
Jl. Medan Merdeka Barat No. 17
Jakarta 10110
Telephone: +62 21-3802324 / +62 21-3813572
Fax: +62 21-38905521
E-mail: amie.budiarto@itu.int

In Bandung

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C/o Martini Pudjiastuti
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Bandung 40152, Indonesia
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E-mail: martini@telkom.co.id



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III WORKING LANGUAGES

The meeting will be conducted in English only.

IV DELEGATES' REGISTRATION AND DISTRIBUTION OF DOCUMENTS

Registration and distribution of documents will start on Monday, 26 March 2007 from 08.30 hrs. at TELKOM R&D Tower.

V WORKING HOURS

09.00 hrs. - 12.30 hrs. and 14.00 hrs. - 17.00 hrs.

VI LIST OF THE PROPOSED HOTELS

1. Hotel : Karang Setra (*** Stars)
Address : Jl. Bungur, Bandung
Telephone : +62 22-2031900
Fax : +62 22-3029424
Rate : IDR 297.000,- (Weekday), IDR 315.000,- (Weekend)
2. Hotel : Grand Aquila (**** Stars)
Address : Jl. Dr Junjuran, 116 Bandung
Telephone : +62 22-2039280
Fax : +62 22-2039282
Rate : IDR 545.000,- (Weekday), IDR 595.000,- (Weekend)
3. Hotel : Hyatt Regency (***** Stars)
Address : Jl Sumatera, 51 Bandung
Telephone : +62 22-4211234
Fax : +62 22-4210340
Rate : IDR 560.000,- (Weekday), IDR 670.000,- (Weekend)

Note:

All rates are net including breakfast, tax and service charge. All rooms are standard type.

Exchange rate: USD 1 around IDR 9000

Payment: Cash (currency), VISA, American Express, MasterCard are accepted.



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VII RESERVATION OF HOTEL ROOMS

The attached forms should be sent to a selected hotel above (Hotel Reservation and Credit Card Authorization) and TELKOM R&D Center (Hotel Reservation form only), not **later than 15 March 2007**.

VIII ARRIVAL AND TRANSPORTATION

Transportation to and from the airport to the hotel will be provided for registered participants. The only direct flights are from Kuala Lumpur, Malaysia, by Air Asia and from Singapore by Merpati Nusantara Airlines. Participants will be picked up from Bandung Airport. Hussein Sastranegara, Bandung Airport, is about 5 km from the Venue.

✚ **Merpati Nusantara Airlines** on Wednesday, Friday and Sunday

Bandung - Singapore: 09.00 hrs. – 11.40 hrs.

Singapore - Bandung: 12.40 hrs. – 13.20 hrs.

Tariff US\$ 116

✚ **Air Asia**

Kuala Lumpur - Bandung: 07.35 hrs. – 08.40 hrs.

Bandung - Kuala Lumpur: 09.05 hrs. – 12.10 hrs.

Participants arriving through Jakarta International Airport can take available transportation to Bandung, such as special bus (Prima Jasa, fare IDR 60.000), minibus (CITI Trans, Cipaganti etc, fare IDR 80.000).

An arrangement for the pick up of participants from Jakarta International Airport to Bandung could be provided 3 times a day at 11 am, 4 pm and 9 pm. To arrange the pick up from Jakarta Airport, we will have to request participants to provide us with the exact time of arrival.

Soekarno-Hatta International Airport, Jakarta, is about 160 km or a trip of about 2 to 3 hours from the centre of Bandung, through a very mountainous/scenic highway.

IX ENTRY REQUIREMENTS

Citizens of some countries can obtain a visa on arrival with the payment of USD 20 to 30 depending on the length of stay; the others will need to apply for a visa at the Indonesian Embassy or Consulate in their respective countries. No visa is required for ASEAN citizens.



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X CLIMATE

Bandung is located about 120 km from the capital, Jakarta, at an altitude of around 700 m above sea level. During the months of September to March it is the rainy season (monsoon) with an agreeable temperature of 18°C to 29°C. For convenience, it is recommended to bring an umbrella.

XI ELECTRICAL CURRENT

Electricity is 220V with 2 round prongs.

XII CURRENCY

Indonesian currency is Rupiah (IDR or Rp in less formal appellation), denominated in bills of 100.000, 50.000, 20.000, 10.000, 5.000, 1000 and coins of 1000, 500, 100, 50 and 25. The current exchange rate varies from Rp. 9000 to Rp. 9200 per US\$1.

XIII TIME DIFFERENCE

Bandung has the time of Western Indonesia Time (Waktu Indonesia Barat, WIB), which is GMT+7, 1 hour ahead of Central Indonesia Time (WITA), where Denpasar, Bali, is situated.



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ANNEX 1

HOTEL RESERVATION FORM

Family Name: _____ First Name: _____
Country/Organisation/Company: _____
Address: _____
Tel: _____ Fax: _____
E-mail: _____

Need a visa to enter Indonesia: Yes No

Hotel: _____
Type of room*: _____
from: _____ to: _____
** Indicate the hotel / type of room chosen according to the list proposed on the information note*

Arrival Date in Bandung/Jakarta:
Day: _____ Time: _____ Flight No. _____ Company: _____
Departure from Bandung/Jakarta
Day: _____ Time: _____ Flight No. _____ Company: _____
Arrangement for pick up service required: Yes No

Date: _____

Signature: _____

Please send this form not later than 15 March 2007 to the chosen Hotel and to the Contact Person in Bandung.



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ANNEX 2

CREDIT CARD AUTHORIZATION FORM

REQUESTED HOTEL: _____

NAME OF THE GUEST: _____

CHECK IN DATE: _____

CHECK OUT DATE: _____

NAME OF CARD HOLDER: _____

ADDRESS: _____

CARD TYPE: _____

CARD NUMBER: _____ SECURITY CODE: _____

EXPIRY DATE: _____

I HEREBY AUTHORIZE THE HOTEL TO CHARGE MY CREDIT-CARD 1 (ONE) NIGHT ROOM RATE TOWARDS RETENTION CHARGES IN EVENT OF NO SHOW.

NAME OF THE CARD HOLDER

SIGNATURE OF THE CARD-HOLDER