



THIRD REGULAR SESSION OF THE COMMISSION

Apia, Samoa

11-15 December 2006

MEETING INFORMATION

WCPFC3-2006/04
11 September 2006

The Commission for the Conservation and Management of Highly Migratory Fish Stocks in the Western and Central Pacific Ocean will hold its third regular session at Apia, Samoa, 11-15 December 2006. The meeting will be hosted by the Secretariat of the Western and Central Pacific Fisheries Commission (WCPFC) and the Government of Samoa.

Samoa

Useful information about Samoa is available at <http://www.visitsamoa.ws/samoa/>

Meeting Webpage

The meeting webpage will be maintained at <http://www.wcpfc.int/>. The page will be progressively updated as the meeting approaches.

Meeting Venue

The venue for the meeting will be the National University of Samoa, Apia. See <http://www.nus.edu.ws/>

Head of Delegation Credentials

To ensure the validity of any vote that may be undertaken at the third regular Session of the WCPFC each Government is requested to verify the credentials of their Head of Delegation. A letter of certification should be forwarded to the Chair of the Commission, Mr Glenn Hurry, and a copy provided to the Executive Director, Mr Andrew Wright. The letter would preferably be signed by the responsible Minister or alternatively on his /her behalf by the head of the respective Authority. The suggested format for the Head of Delegation credentials is provided at Annex I.

Dress Code

Tropical formal attire, a suit and tie is optional, will be required for the opening of the third session. Thereafter neat tropical attire (shirt and trousers) will apply for all sessions. For both official functions participants are encouraged to dress neatly and comfortably.

Booking Accommodation

To secure accommodation participants should liaise directly with hotels. Information concerning accommodation options is available at

<http://www.visitsamoa.ws/samoa/cms/accom/>

Some accommodation options include:

Hotel	Rates <i>Standard Rooms</i>	Rates <i>Superior Rooms</i>	Number of Rooms
Aggie Greys Hotel aggiagreys@aggiagreys.ws	Single USD\$105 Twin USD\$110 <i>NB: All rates are tax inclusive</i>		80 rms
Hotel Kitano kitano@kitano.ws	Garden Rooms Single – USD \$60. Twin - USD\$68 Standard Rooms Single – USD\$72 Twin - USD\$96 <i>NB: All rates are tax inclusive</i>	Deluxe Rooms Single-USD\$88.00 Twin -USD\$118 Suite Room USD\$180	-40 garden rms -25 std/rms -4 deluxe rms -1 suite rm.
Hotel Insel Fehmarn insel@samoa.ws	Standard rm-USD\$72 <i>NB: All rates are tax inclusive</i>	Superior- USD\$78	-18 std/rms -16 sup/rms
Hotel Elisa reservations@hotelelisa.ws	Mountain view- USD\$90. <i>NB: All rates are tax inclusive</i>	Sea view Superior USD\$125.00	7 rms Mountain view 8 rms sea view
Apia Central ahkams@lesamoa.net	Single USD \$47 Dobule USD \$54 Triple USD \$62		22 rooms
Pacifica Inn info@pasefikainn.ws	Singel USD\$40 Double USD\$50 <i>NB: All rates are tax inclusive</i>		20 std rooms
Hotel Millenia info@hotelmilleniasamoa.com	Single/Double USD\$62 <i>NB: All rates are tax inclusive</i>	Deluxe Single/Double USD\$71	5 std rooms 4 std deluxe rms

Registration

Participants are asked to complete the electronic registration form that will shortly be available on the WCPFC website (www.wcpfc.int).

Airport Transfers

Faleolo International Airport is located approximately 45 minutes from downtown Apia. The Government of Samoa will arrange airport transfers for all participants who provide flight arrival and departure details on their registration forms. In the event that your arrival or departure details are changed please advise Herolyn Movick immediately (wcpfc@mail.fm).

Transportation to Venues

The meeting venue is located about 3km from downtown Apia where most of the accommodation is located. Because of the large number of taxis available at short notice no official transport will be provided for delegates to and from the meeting venue and the main hotels. The approximate cost for a taxi from downtown to the meeting venue is WST\$7. Bus transportation will be provided to delegates to and from official functions.

Meeting Support

During the meeting a limited number of computers, printers, fax machines and photocopiers will be available at the venue for the use of delegates. Internet access will also be provided via broadband (wireless).

Breakout Rooms

A small number of breakout rooms will be made available for delegations at the venue. These rooms will be set up for delegates according to their requirements and will be provided on a cost recovery basis. Bookings for breakout rooms should be directed to Herolyn Movick (wcpfc@mail.fm) as early as possible.

Driving / Car Hire

Foreign drivers licenses must be validated prior to driving in Samoa. Validation costs WST\$10, and can be performed at the Ministry of Works Transport & Infrastructure, in Apia, just across the road from the flea market; by the Transport Control Board in Vaitele (near the Vailima factory). Some car rental companies may also offer assistance in getting your license endorsed.

Taxis

Taxis in Samoa are unmetered, and their fares are set by the government. Taxis charge a minimum of WST\$2.50 (e.g. for a short trip within the town area). A copy of the taxi fare rates can be obtained from the Transport Control Board, and rates to popular destinations are displayed in the Samoa Visitors Bureau. Always ask for the taxi fare to a certain place before you commence your trip.

Official Functions

At present it is anticipated that there will be two official functions held in conjunction with the third session of the Commission. The first will be the Chair's welcome cocktail which will be held on the evening of 10 December, and the second will be an official closing function to be held on 14 December. Further details for both functions will be provided closer to the event.

Meeting memorabilia

Polo shirts, satchels, etc. commemorating the third session of the WCPFC will be printed and made available to participants at cost. It is likely that polo shirts will cost around US\$10 per person. To assist with the production of these shirts could you please nominate on the registration form if you intend to purchase a shirt and also indicate your size requirements.

Visas and Entry Requirements

Visitors to Samoa do not require an entry permit for stays of less than 60 days, however you must have an onward or return ticket and valid passport (six months or more). An entry permit is required for visits longer than 60 days. Permits can be obtained from your nearest Samoa Consulate General, High Commission or Embassy to apply for one. For any further immigration enquiries and details of your nearest Samoan diplomatic representative, please refer to the [Samoa Immigration Website](#).

Departure Tax

A departure tax of WST\$40 applies to all travellers over the age of 12.

Banking

The Samoa currency is based on the Tala (dollar) and Sene (cent): 100 Sene = WS\$1 (Tala). All major foreign currencies are exchangeable in Samoa for Tala (Samoan dollars). Information regarding current rates is also available from several websites including <http://www.oanda.com/>

Credit Cards

Major credit cards (Visa, Mastercard, American Express, Diners & JCB) are accepted at most major hotels and some restaurants and stores. Travellers cheques are widely accepted at the major banks and hotels.

ATMs

Most of the ATMs (automatic teller machines) are located in and around Apia, with one on the island of Savai'i. Overseas travellers can use your credit cards in the ATMs, but you must have a PIN to withdraw cash. Further details of where the ATMs are located can be found on the [ANZ Samoa](#) website which operates all the ATMs in Samoa except for the two located in the Westpac branch in central Apia.

EFTPOS

There are approximately 250 EFTPOS outlets found throughout Upolu and Savai'i for easy payment, which accept the following cards: Visa, MasterCard, Cirrus, Amex, JCB & Plus Cards and Access International Debit Card.

Funding for Developing States and Territories

Arrangements for the support of representatives from developing State Parties to the Convention and territories will be in accordance with Commission Circular 2006-10 which is also available at www.wcpfc.int. The assistance, as prescribed in Regulation 5 of the Financial Regulations, enables the WCPFC to finance the travel and subsistence costs for one representative from each eligible developing State and Participating Territory. To assist in organizing travel it would be appreciated if the name and contact details for the nominated delegate could be provided to Herolyn Movick (wcpfc@mail.fm) as soon as possible.

Provisional Agenda and Timetable for WCPFC3

The provisional agenda and timetable has been sent electronically to CCM.

Additional details will be provided in due course. Any queries concerning the second session of the WCPFC3 should be directed to the Executive Director, Mr Andrew Wright (wcpfc@mail.fm)

Suggested Wording for Head of Delegation Credentials

Date:

Mr Glenn Hurry
Chair
Western and Central Pacific Fisheries Commission
Fisheries and Forestry Division
GPO Box 858
CANBERRA ACT 2601
AUSTRALIA

Dear Chairman Hurry,

[Upon instructions of the Minister of] I wish to inform you that [name of WCPFC CCM] will be represented at Third Regular Session of the Western and Central Pacific Fisheries Commission at Apia, Samoa 11-15 December 2006 by the following:

- M.....(title) Head of delegation
- M.....(title) Alternate
- M.....(title) Expert
- M.....(title) Advisor
- M.....(title) delegation member

M....., 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 of [name of WCPFC CCM], any action or any decision required in relation to this Session.

Signature

(Minister or Head of responsible Authority)

cc Mr Andrew Wright, Executive Director, Western and Central Pacific Fisheries Commission, PO Box 2356, Kolonia, Pohnpei 96941 Federated States of Micronesia