

**TO ALL COMMISSION MEMBERS, COOPERATING NON-MEMBERS
PARTICIPATING TERRITORIES AND OBSERVERS**

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**Meeting Notice for the Sixteenth Regular Session of the Commission for the
Conservation and Management of Highly Migratory Fish Stocks in the Western and
Central Pacific Ocean**

Dear All,

Members, Cooperating Non-Members, Participating Territories (CCMs) and Observers are invited to attend the Sixteenth Regular Session of the Commission for the Conservation and Management of Highly Migratory Fish Stocks in the Western and Central Pacific Ocean (WCPFC16) and associated meetings.

The WCPFC 16 meeting would be held in Port Moresby, Papua New Guinea from 5 to 11 December 2019 with the Finance and Administration Committee (FAC) and the Heads of Delegation (HOD) meeting taking place on 4 December.

The Venue for the meeting will be the International Convention Center located in Port Moresby. The host Government has provided hotel information and other logistical arrangements for the meeting. Details on those arrangements are attached.

The provisional agendas for the meetings of the WCPFC16, FAC and the HOD will be distributed once they are developed.

Any queries regarding the meeting arrangements can be directed to the Finance and Administration Manager, Mr Aaron Nighswander at aaron.nighswander@wcpfc.int.

Yours sincerely



Feleti Penjitala Teo, OBE
EXECUTIVE DIRECTOR

ADMINISTRATIVE INFORMATION GUIDE

Administrative Information For the 16th Regular Session of Western and Central Pacific Fisheries Commission (16WCPFC)

1. Introduction

This Information is provided for Member (CCM's), Cooperating Non-Members, Participating Territories and Observers attending the 16th Regular Session of the Western and Central Pacific Fisheries Commission (WCPFC16) and related meetings in Port Moresby, Papua New Guinea. Any other information may be obtained by directly contacting the host.

2. Information on Meetings

Meeting	Date	Venue
WCPFC Finance and Administration Committee (FAC13) and Heads of Delegation Meeting	04 th December 2019	Main Open Auditorium (ICC)
WCPFC16 Regular Session	05 th – 11 th December 2019	Main Open Auditorium (ICC)

3. Address of Venue

International Convention Center

Independence Boulevard, Waigani, National Capital District
Papua New Guinea

4. Contact Information

National Coordination Committee (NCC) of Papua New Guinea

Mr. Noan Pakop

Deputy Managing Director – Technical & Operations
Directorate Unit
National Fisheries Authority
Office: +675 3090444
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Mr. Daniel Tovakuta

Acting Director

Regional Economic Arrangement (REA) Branch

Department of Foreign Affairs and Trade

Telephone: 3014156

Email: daniel.tovakuta@hotmail.com

5. Registration and Accreditation

All participants are required to register online by visiting the WCPFC website: www.wcpfc.int

Name tags for delegates and participants will be issued upon registration by the WCPFC Secretariat at the Meeting venue.

6. Recommended Hotels

Refer to the attached listing on the recommended hotels and their details for your online bookings (**attached list**). Please ensure to quote the respective hotel **Reservation Promo Code**.

7. Side Meeting and/or Functions Venues

For any specific side meeting and functions venue requirements (bookings, hire, e.t.c) please contact the following: Ms. Urai Ora (uora@fisheries.gov.pg / urai.ora777@gmail.com), Mrs. Anne Samm (asamm@fisheries.gov.pg / annesamm28@gmail.com), Mr. Elias Tuvi (etuvi@fisheries.gov.pg / elias.tuvi@gmail.com) and Mr. Daniel Ora (dora@fisheries.gov.pg / danny.ora@hotmail.com)

8. Transport Arrangement

Airport shuttle services will be provided by the hotels for all arrivals and departures. Support buses will also be made available.

Transport will also be provided for all delegates from respective hotels to and from the meeting venue during the scheduled timings.

Further information regarding additional transport and other logistical support will be made available at designated WCPFC information desks within the recommended hotels.

9. Visa Information - PNG Immigration

Delegates are requested to approach any Papua New Guinea (PNG) Mission or Post in their respective country or region to obtain visa for entry, to enable their attendance at the WCPFC and related meetings.

The Single Entry Business visa, which is valid for thirty (30) days, would be the most appropriate visa for delegates attending the WCPFC16 Meeting in PNG. This visa type is available online and can be applied for by accessing the e-visa portal through this link- <https://evisa.ica.gov.pg/evisa/account/Apply>. Payment for the Single Entry Business visa can also be made online.

All participants should visit the PNG Immigration & Citizenship Authority (ICA) website (www.ica.gov.pg) and confirm if your country is categorized under the Visa on Arrival (VOA) Eligible Country List. Participants from countries listed on the VOA Eligible Country List are encouraged to apply online prior to travelling. Others can apply for the same visa through any PNG Mission or Post abroad.

Delegates are requested to apply for visa well before their travel dates. All passport presented for travel must be valid for 6 (six) months or more.

10. Protocol

All participants are required to provide their itinerary for immigration and other logistical arrangements through “Hotel / Transport Form” provided in the list of “Recommended Hotels”.

Liaison officers (LOs) will be available to provide necessary assistance during the duration of the meetings.

11. Security Arrangement

The usual security arrangements will be provided at all meeting venues and hotels. Each CCM’s should inform the host country if their HOD will be represented by a Minister so that necessary protocol arrangements will be accorded. It is important that delegations who have their respective Ministers coming to attend the WCPFC16 to provide their respective Liaison Officer’s (LO’s) a copy of the Minister’s schedules/ programmes to enable LO’s to arrangement logistical support.

12. Internet/Computer Facility

Wifi access will be available at all meetings venues. Additional support including printing services will also be provided at the meeting venues.

Business Centers and internet services are usually available to guests in major hotels however some hotels may charge a fee for the use of services.

13. Health Facilities

Basic healthcare services will be provided throughout all meeting venues. The St John Ambulance PNG will also be available onsite and they can also be contacted on 111 or through:

**Mr. Matt Canno
Chief Officer
St John Ambulance Papua New Guinea
Telephone: 7111 9126**

14. Weather Condition

Port Moresby usually experiences a hot and dry season at this time of the year with temperatures ranging from a minimum of 25°C at night to a maximum of about 30°C during the day. Strong winds and light showers are expected anytime.

15. Currency and Credit Cards

Papua New Guinea Currency is called Kina. , One US Dollar (US\$1.00) is equivalent to about three (3) PNG Kina (K3.00). Foreign currency services are provided at the airport, the banking services and selected areas within Port Moresby. Hotels accept mainly US and Australian dollars. All international credit cards are accepted at the Hotels and major shops whilst at the local markets only the local currency is accepted.

Additional Banking Services including Foreign Exchange facilities will be available to delegates at the meeting venue.

16. Mobile Phone Service

The main mobile service providers are Telikom PNG, Digicel and Bmobile.

Digicel and Bmobile kiosks are available within the arrival hall at the Jackson's International airport should delegates wish to purchase SIM cards on arrival. Presentation of Passport as identification for registration and activation of mobile services is required to facilitate the process.

These services will also be available at the meeting venue.

17. Official Functions

A number of official functions will be organized through-out the meeting dates. Official invitations will be provided to delegates upon registration. Participants will also be advised accordingly during the meeting.

18. Electricity

The standard power voltage requirement for electricity in Papua New Guinea is 240 volts with a standard Australian flat three pin style plug.

ADDITIONAL INFORMATION

19. CIQ (Customs, Immigration Quarantine Requirement)

[Papua New Guinea Customs Service](#)

PNG Customs is responsible for facilitating the legitimate movement of people and goods across the border while maintaining the integrity and security of the border, ensuring supply chain security and protecting the health and safety of residents.

[Prohibited Goods](#)

The PNG Government controls the import and export of certain goods into PNG. The controls include an absolute prohibition, referred to as prohibited import, however, some prohibited goods may be imported under certain circumstances after receiving written permission from the relevant government department. During APEC, importers are responsible for ensuring goods can be imported and for providing adequate assurance at the border that the goods being imported meet regulatory requirements. The following goods are prohibited from being imported into PNG:

- Advertising matter relating to any goods the importation of which is prohibited absolutely;
- Advertising matter relating to objectionable material;
- Live Animals of all kinds, animal products including and semen of animals;
- Live plants of all kinds;
- Controlled drugs, such as Cocaine, Cannabis, Heroin and so on;
- Counterfeit bank notes and coins and any articles that so nearly resemble bank notes and coins as to be likely to deceive;
- Drugs, including medicinal and prescription drugs;
- Firearms, parts of firearms and ammunition including silencers and suppressors;
- Fireworks;
- Fish, living, and the spawn of fish;
- Foods – labelling of food stuffs;
- Goods manufactured or produced using prison labour;
- Goods that, in the opinion of the Minister, are of a dangerous character and a menace to the community;
- Goods, being books, magazines, video recordings, films, computer discs, sound recordings and so on, that are objectionable (pornography, violence, crime etc);
- Goods that infringe Intellectual Property Rights;
- Knives that incorporate a lever or stud that, when pressed, operates a spring that causes the blade to spring open and lock automatically in the open position (flick knives etc)
- Literature that advocates the overthrow by force or violence of any country (including the assignation of public officials or the unlawful destruction of property);
- Literature that incites disaffection, ill-will or hostility against the Government or Constitution of Papua New Guinea or among its people so as to endanger the peace, order or good governance of Papua New Guinea;
- Matches containing white or yellow phosphorus;

- Parrots, parakeets or other birds of the family known as Psittacidae
- Pesticides, being any of the substances defined in Section 1 of the Environmental Contaminants (Pesticides) Regulation 1988;
- Plastic shopping bags, being any of the substances defined as all High Density Polyethylene (HDPE) plastic bags;
- Plumage and skins of birds of paradise, crowned pigeon and any of the several species of large crested pigeons known as Goura;
- Poker machines, punch boards and all similar instruments of gaming;
- All gaming machines, parts and accessories, other than poker machines, such as horse racing machines, roulette tables and wheel sets or other similar games of chance or their parts or accessories;
- Rice other than broken rice; glutinous rice; as a pre-packed meal; or brewer's rice in respect of which the Commissioner has given prior written approval;
- Rice, being brown rice or vitamin-enriched white rice;
- Radioactive substances or irradiating apparatus;
- Silencers for use with firearms;
- Tear gas and similar substances; and
- Vaccine, living or killed;

Prohibited Exports

The following goods are prohibited from being exported:

- Natural Cultural Property (includes and cultural property connected with traditional life, past or present);
- Tainted Property acquired in PNG through unlawful activity;
- Goods for export on which export duty, if payable, has not been paid;
- Hazardous Environmental Contaminants, including pesticides;
- Protected marine species; and
- Protected plant and animal species.

Items that Must Be Declared

Declaration of the items (below) will be made via customs, quarantine and wildlife related questions on the incoming passenger card which is to be completed by each passenger regardless of their status. Penalties may be imposed for not declaring prohibited and restricted goods and for making false declarations on the incoming passenger card.

Goods that must be declared on arrival include, but are not limited to:

- goods that may be prohibited or restricted, such as weapons, objectionable (indecent) articles; wildlife products, or illicit drugs;
- new goods in excess of the PGK1,000.00 allowance (PGK500 for travellers under 18);
- more than 250 cigarettes or 250 grams of tobacco products per adult (over18);
- more than two litres of alcoholic beverage per adult (over18);
- goods for commercial, business, or trade purposes; and
- currency and/or BNI in excess of PGK20,000 or equivalent.

Goods that must be declared on departure include, but are not limited to:

- cultural artefacts;
- defence and strategic goods;
- currency and or BNI in excess of PGK20,000 or equivalent; and
- marine species

Import permissions are required for the importation of prohibited items. These items will be seized if the appropriate permit is not produced on arrival. Information about other prohibited imports is available at the PNG Customs website http://www.customs.gov.pg/files/prohibited_imports.pdf

The Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES)

CITES is an international agreement between governments to ensure that international trade in specimens of wild animals and plants (or their parts and derivatives) does not threaten their survival.

Some items of a quarantine nature may also be subject to CITES, which controls imports of endangered animals and plant material (ivory, coral, skins, plants etc.). CITES is enforced by PNG Customs.

Enquiries about the status of the import and export of wildlife and wildlife products, including permit arrangements, should be directed to <https://www.cites.org/eng/cms/index.php/component/cp/country/PG>.

Medicinal Products

Medicines brought into and taken out of PNG may be subject to controls under the *Customs Act 1951* or *Import/Export Regulations 1973*. In some cases, the import and export of such medicines may be prohibited unless written authorization is issued by the PNG Department of Health. In other cases written authorization is not required, however the importation is still subject to certain conditions.

A permit is not required for most prescription medicines, even if they contain controlled substances so long as:

- the person is arriving in PNG as a passenger on board a ship or aircraft;
- the medicine is carried in accompanied baggage;
- the person is carrying a letter or copy of the prescription (written in English) from the person's Doctor to certify that the medicine has been prescribed to treat a medical condition; and
- the importation is not of commercial quantity.

Examples include headache/cold, diabetes or heart condition medications etc.

Some medications may be traditional, herbal remedies, dietary supplements or natural remedies. Some of these medications may contain prohibited items, contain CITES listed species or not meet the requirements of the *National Agriculture Quarantine and Inspection Authority Act 1997* or *Medicines and Cosmetics Act 1999*.

Enquiries should be sent to the PNG Departments of Health or Environment and Conservation.

20. NAQIA

Brief Biosecurity Protocol

NAQIA is mandated under the National Agricultural Quarantine and Inspection Authority Act 1997 to provide scientific quarantine and inspection services to assist and encourage agricultural production (Plant, Animal including fish and their products) by minimizing the risks of introducing exotic animal and plant pests and diseases. It does this by providing quarantine clearance of incoming passengers, their baggage and cargo quarantine clearance of aircraft, vessels, international border check and at post office. Also assist in providing quarantine protocol for outgoing plants and animal and their products so they meet receiving country's quarantine requirements.

Pest & Diseases Status

Currently NAQIA is on diseases alert (amber alert) on African Swine fever (ASF) and Classical Swine Fever (CSF) on pigs especially from the Asia (China and Japan) that we are on high alert and doing 100% strict quarantine to incoming bags and luggage in regard to ASF and CSF virus in collaboration with NAC, PNG Customs and other relevant stakeholders. This is done because millions of pigs are destroyed and disposed in mega pig farms in China that are infected by devastating ASF virus. We are keeping an eye at the international land and sea borders, international ports and vessels entering our country as ASF have been detected at Hongkong. Pork and other meat products from China, Japan are currently ban due to this diseases outbreak and other animal meat and plant products are restricted apart from the permitted and approved sources.

Incoming Delegates

The incoming delegations should be in contact with the organizing committee to clarify importation of any Animal or plant and their product including marine product with their sources intended for advertising, demonstration/display or for consumption and vaccines or biological stuff has to be immediately made known and indicated to NAQIA so NAQIA will be well aware of and provide appropriate Biosecurity advices on particulars in concern.

It is import that delegates and participant travelling from participating countries to advice NAQIA in advance about what they intend to bring into PNG while attending the NFA meeting.

Items for display such as canned marine products and frozen fishes must be imported through animal health permit and must be accompanied with authorized health certificates. Furthermore, participants who intend to bring in specialty food such as Halal meat will be restricted based on NAQIA biosecurity laws.

Plant products intended to be used for personnel consumption must be listed by participants prior to travelling to PNG so that NAQIA may provide information on which of the products are allowed.

Participants from the Asian region are prohibited from bringing in meat products including poultry, meat and pork.

LIST OF RECOMMENDED HOTELS

For the Delegates of the
16th Regular Session of Western and Central Pacific Fisheries Commission (16WCPFC)

RECOMMENDED HOTEL	HOTEL DETAILS / ADDRESS
CORAL SEA HOTELS	<p>GRAND PAPUA HOTEL Location: Port Moresby Tel: 675 304000 Contact: Ms Stella Kadeu – Rooms Division Manager Email: SKadeu@grandpapuahotel.com.pg Link: www.grandpapuahotel.com.pg Go to Promo Code & type: 16WCPFC & Search/ Room rates Reservation Code: 16WCPFC</p>
	<p>ELA BEACH HOTEL & APARTMENTS Location: Ela Beach, Port Moresby Contact: Ms Pamela Kelly – Reservations Supervisor Tel: 675 3212100 Email: elabeach_res@coralseahotels.com.pg Link: www.coralseahotels.com.pg Go to Promo Code & type: 16WCPFC & Search/ Room rates Reservation Code: 16WCPFC</p>
	<p>GATEWAY HOTEL & APARTMENTS Location: Jacksons, 7 Mile Tel: 675 3278100 Contact: Ms Felicia Aukiri – Reservations Supervisor Email: gateway_reservations@coralseahotels.com.pg Link: www.coralseahotels.com.pg Go to Promo Code & type: 16WCPFC & Search/ Room rates Reservation Code: 16WCPFC</p>
AIRWAYS HOTEL LTD	<p>Jacksons Parade 7 Mile P.O Box 1942 BOROKO NCD, Papua New Guinea Contact: Gizelle Moreno - Reservations Manager Telephone: +675 324 5200 +675 73732600 Fax: +675 325 0759 Email: reservations@airways.com.pg Website: www.airways.com.pg Reservation promo code: 16WCPFC</p>
STANLEY HOTEL & APARTMENTS	<p>Sir John Guise Drive, Port Moresby / PO Box 1192 Vision City Waigani / National Capital District / Papua New Guinea Guests can email reservations@thestanleypng.com to make their reservations and quote promo code: WCPFC19 for the negotiated rate.</p>
LAMANA HOTEL	<p>1 Famagusta Road, P.O Box 495, Waigani, Papua New Guinea Phone: +675 323 2333 Fax: +675 323 2444 Website: www.lamana.com.pg Email: Sales Team on sales@lamana.com.pg or the Front Office Manager on fom@lamana.com.pg Reservation promo code: 16WCPFC</p>

InterContinental Hotels Group (IHG)	<p>HOLIDAY INN & SUITES – PORT MORESBY C/O- Holiday Inn Port Moresby, Cnr Waigani Drive & Wards Road, Port Moresby Papua New Guinea Contact: Pauline Sigoli Business Development Manager Phone: + (675) 303 2042 Fax: + (675) 303 2992 Mob: (675) 7031 3062 Email: Pauline.Sigoli@ihg.com Reservation promo code: 16WCPFC</p>
	<p>HOLIDAY INN EXPRESS – PORT MORESBY C/O- Holiday Inn Port Moresby, Cnr Waigani Drive & Wards Road, Port Moresby Papua New Guinea Contact: Pauline Sigoli Business Development Manager Phone: + (675) 303 2042 Fax: + (675) 303 2992 Mob: (675) 7031 3062 Email: Pauline.Sigoli@ihg.com Reservation promo code: 16WCPFC</p>
HILTON PORT MORESBY HOTEL	<p>Wards Road, Hohola Contact: Simona Duruba, Sales Manager Phone: +(675) 7501 8000 Email: Simona.Duruba@Hilton.com Website: Hiltonportmoresby.hilton.com Reservation promo code: 16WCPFC</p>
CROWN HOTEL	<p>Cnr Hunter & Douglas Street PO Box 592, Waterfront, Konedobu Port Moresby NCD Papua New Guinea</p> <p>Accommodation Rates/ Contract - Reservation promo code: 16WCPFC</p> <p>Ms. Siba Burassi Sales Manager Phone: +675 309 3000/ +675 7373 2400 Direct: +675 309 3131 CUG DG: +675 7091 8859 Email: siba.burassi@crownhotel.com.pg</p> <p>Reservations Ms. Tracey Tokana Assistant Reservations Manager Phone: +675 309 3000/ +675 7373 2400 Direct: +675 309 3144 CUG DG: +675 7031 3066 Email: tracey.tokana@crownhotel.com.pg</p> <p>Crown Meetings Ms. Stacey Pala Conference & Events Manager Phone: +675 309 3000/ +675 7373 2400 Direct: +675 309 3339 CUG DG: +675 7031 3069 Email: stacey.pala@crownhotel.com.pg</p>

IMPORTANT NOTE TO DELEGATES: For the Host country’s coordination of logistics for all 16WCPFC delegates, please kindly complete the HOTEL / TRANSPORT form below once your hotel booking(s) are/is confirmed and email to the designated officers specified in the form below.

HOTEL / TRANSPORT FORM FOR LOGISTIC PURPOSES

<p>16th WCPFC <i>4 – 11 December 2019, International Convention Center, Port Moresby, Papua New Guinea</i></p>	<p>Country</p>
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1. Family Name:	2. First and Middle Names:
3. Position/Title:	4. Gender:
5. Organization:	6. Travel Details: Arrival Date : Time: Flight #: Departure Date: Time: Flight #:
7. Address:	8. Telephone Numbers (include country code):
9. Email:	

PARTICIPATING CATEGORY:

- Chair of Meeting
- CCM Head of Delegation
- Participant in CCM Delegation
- Observer
- Secretariat

HOTEL ROOM REQUEST:

Smoking Single Other request:
 Non-Smoking Double SHARING WITH (_____)

Do you require transport/Hotel Shuttle?

Any special notes, or requests:

Please return this form to Ms. Urai Ora (uora@fisheries.gov.pg / urai.ora777@gmail.com), Mrs. Anne Samm (asamm@fisheries.gov.pg / annesamm28@gmail.com), Mr. Elias Tuvi (etuvi@fisheries.gov.pg / elias.tuvi@gmail.com) and Mr. Daniel Ora (dora@fisheries.gov.pg / danny.ora@hotmail.com)