



20th Pacific Immigration Directors' Conference Regular Annual Meeting Information Paper

Venue & Dates

Venue: Taumeasina Island Resort, Apia, Samoa
Dates: 20 – 22 June 2017
Time: 0900hrs – 1700hrs

Arrival

When arriving into Apia, delegates must proceed to the passport control point. On completion of immigration and customs process, you will proceed to the arrivals area for your transfers to Taumeasina Island Resort. Samoa and New Zealand Immigration Officials will be at the airport to meet and greet delegates arriving for the meeting.

Visa Requirements

Visitors to Samoa, including all PIDC members, do not require entry visas for stays of up to 60 days, however you must have an onward or return ticket and valid passport (six months or more).

Conference participants need to show:

- a valid passport for at least 6 months from the date of intended travel; and
- a return travel ticket or evidence of onward travel arrangements;

All delegates will be treated as bona-fide visitor visas on arrival.

Transportation

Self-funded delegates are responsible for the cost and arrangements of their flights into Apia and are requested to confirm with the Secretariat their arrival and departure times in Samoa.

Airport transfers

Samoa Immigration and New Zealand officials will be available at the airport to assist delegates to their hotel transfers once arrival formalities have been done. Transport is arranged from the airport to Taumeasina Island Resort and return for all.

Accommodation in Apia

All delegates have been block booked into the Taumeasina Island Resort. The cost per

room is WST 350 per night and is inclusive of breakfast and wifi. Please note that all self-funded delegates will need to meet the costs of their accommodation. PIDC will only be responsible for payments of funded members' accommodation while self-funded delegates will need to make their own payment arrangements with the hotel.

Meeting Information

Venue

The PIDC Annual Meeting will be held at the Taumeasina Island Resort Conference Room on 20 – 22 June, 2017.

Registration

Registration will take place at the registration desk located at the entrance of the Conference Room from 0830hrs to 0900hrs on 20 June 2017. Please ensure you register at this time as this is when you will receive meeting materials not already provided to you. Upon registration, each delegate will also receive an identification badge. Delegates should ensure that identification badges are visible at all times during the meeting.

Attire

During the opening day of the meeting (20 June, 2017), delegates are requested to attend the meeting wearing their PIDC Island outfits that will be provided to delegates on arrival. Delegates are welcome to wear *Island Smart Casual* during the remainder of the meeting days.

Allowance

PIDC Funded Delegates will receive their allowances from the Secretariat at the hotel in Apia. The Secretariat will be located in the Hotel reception area for delegate's convenience to provide allowance. Funded delegates can also receive their allowances at the break for morning tea during the meeting days.

Side Meetings

PIDC Members and observers are encouraged to add value to their attendance at the Regular Annual Meeting by engaging bilaterally on specific issues of common interest. While there are a number of suitable areas at the venue to meet, Delegates are encouraged to seek Secretariat support if they require any special assistance.

Summary of Functions

Monday: 19 June

9am – 4pm: Board Meeting, *PIDC Secretariat, DBS Building, Apia, Samoa*

6.30pm: Free evening

Tuesday: 20 June

9am– 5pm: Day 1 Regular Annual Meeting, *Taumeasina Island Resort, Apia, Samoa*

6.30pm: Cocktail function at New Zealand High Commissions Residence

Wednesday: 21 June

9am– 5pm: Day 02 Regular Annual Meeting *Taumeasina Island Resort, Apia, Samoa*

6.30pm: Australia/New Zealand Dinner, *venue: Kokobanana*

Thursday: 22 June9am -4pm: Day 03 Regular Annual Meeting, *Taumeasina Island Resort, Apia, Samoa*

6.30pm: Farewell Dinner hosted by Samoa at Tradition Resort Samoa

Friday: 23 June9am -4pm: Workshop for Immigration Directors on Information and Intelligence
Sharing, *PIDC Secretariat, DBS Building, Apia, Samoa*

6.30pm: Free evening

Morning tea, Lunch and Afternoon tea will be provided during the meeting.*Samoa – Facts at a glance**

Capital City Apia	Area Land: 2,934sq km EEZ: 120,000sq km	Population 185,234 (2006 est.)
Tax Departure Tax: The departure tax for Samoa is included in airfares VAGST: 12.5% on accommodation	Weather The average monthly temperature for the month of August is about 25.9 degrees Celsius	Languages English (official) Samoan(official)
Electric Plug Details  Australian-style plug with two flat angled blades and one vertical grounding blade	Currency The Samoan decimal currency is based on the Tala (dollar) and Sene (cents). All major foreign currencies are exchangeable in Samoa for Tala (Samoan Dollars).	Electricity 240volts/AC50 cycles, but can be converted to 110 volts in most hotels
Economy Agriculture, fisheries, manufacturing and tourism	Country Dialling Code +685	Driving Driving is on the left hand side of the road.

Time

Samoa's time zone is 12 hours behind Greenwich Mean Time.

Internet

The Internet is available in Samoa at various internet cafes and at the hotel.

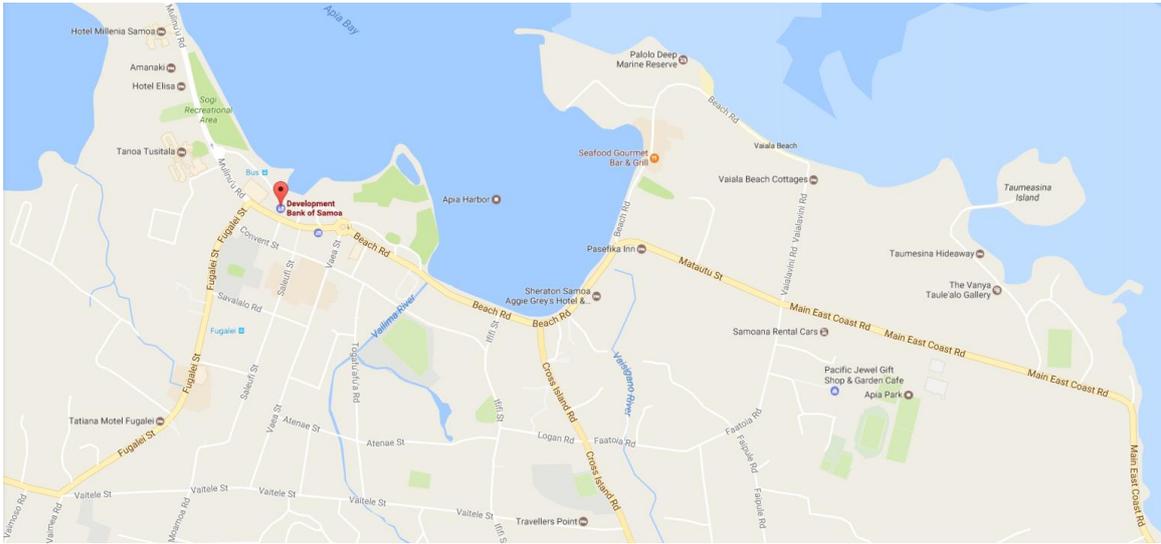
Banking

There are banks in all the major tourist areas, where credit cards and travellers' cheques are accepted. There are money changing facilities at Apia airport and at the Hotel.

Tipping is not mandatory or expected in Samoa.

Geography

Samoa's two main islands are Upolu and Savaii, separated by the Apolima Strait. Please see the following map for further information.



Contact details

Prior to the Conference all enquiries should be directed to Sachin Singh at the PIDC Secretariat in Apia, Samoa:

Tel: ++685 29107
E-mail: sachin.singh@pidcsec.org

****During the meeting, any enquiries can be directed to the Secretariat Team.***