



**PACIFIC SMALL ISLAND DEVELOPING STATES REGIONAL TRAINING AND
CAPACITY BUILDING WORKSHOP ON DEEP-SEABED MINING
NUKU'ALOFA, KINGDOM OF TONGA
12-14 February 2019**

Information Note for Participants



1. **Dates of the PSIDS Training & Capacity Building Workshop**

12th to 14th February 2019

2. **Conference Venue**

The Workshop will be held at the "**Kalia Room**", Tanoa International Dateline Hotel, Nuku'alofa, Tonga



The Kalia Conference Room

Address:

TANOA DATELINE HOTEL
PHONE: +676 234 11
EMAIL: dateline@tanoahotels.com
ADDRESS: Vuna Road
Nuku'alofa
Tonga

Room Rate: \$280.00TP per night

3. **Meeting Participants**

- PSIDS member states of the United Nations and of the International Seabed Authority;
- Invited representatives of Pacific Regional Bodies and Organisations; and
- Partners and Stakeholders

4. **Registration and Badges**

- All participants are required to register for the conference and obtain an ID badge. A registration table will be set up at the **Kalia Room** on **Tuesday 12 February from 8.00am to 8.30 am** where the ID badges can be obtained.

5. **Arrival and Departure**

- Both arrivals and departures should be planned to and from Fua'amotu International Airport (TBU).

6. **Transport to and from Airport**

- Transportation will be made available for all participants from the airport to confirmed accommodations, and back to the airport after the Conference. Please note that participants can also arrange their own transport arrangements to and from the airport.

7. **Visa Requirements**

- For the list of countries that can travel visa free to Tonga and have entry permits issued upon arrival please see the attached list of countries (**ANNEX ONE**) with visa waivers in place.
- The following documents must be presented at the airport counter for those who will obtain entry permits upon arrival.
 - Arrival Card
 - Return or onward ticket
 - Passport (valid for more than 6 months)
 - Confirmation of accommodation and evidence of sufficient funds (where requested)
- For countries that require visas prior to arrival, participants should contact the Ministry of Foreign Affairs' Immigration Division's Visa Section on email: tongapermit@gmail.com
- The following documents are to be submitted to the email address above:
 - Visa Application Form duly filled and signed by applicant;
 - One recent passport-size photo of the applicant;
 - Photocopy of the biodata page of applicant's passport; and
 - A copy of the applicant's travel ticket
 - Any other information if requested

8. **Accommodation**

- Participants are responsible for the reservation and payment of their accommodation directly to the hotels. The recommended list of hotels and other accommodations are as follows: (PTO)

TYPE OF ACCOMMODATIONS	DISTANCE TO THE MEETING VENUE	EMAIL/TELEPHONE/WEBSITE
APARTMENTS & LODGES		
Villa Ishadora	10 minutes' drive	villaiashadora@yahoo.com +676 776-8333
Malau Lodge	5 minutes' walk	malau.lodge@live.com +676 777-3228
Waterfront Lodge	10 minutes' drive	waterfro1@kalianet.to +676 24-692 or +676 25-260 or +676 772-0810 www.waterfrontlodge-tonga
HOTELS & MOTELS		
Emerald Hotel	5 minutes' walk	EmeraldHotelTonga@gmail.com or gm@emeraldhotel.tonga +676 22-888 or +676 872-8888 www.emerald-tonga.com
Hotel Nuku'alofa	15 minutes' walk	hotelnuk@kalianet.to +676 24-244
Little Italy Hotel	15 minutes' drive	melangel@kalianet.to +676 25-053 www.littleitalytonga.com
Tanoa International Dateline Hotel	Workshop Venue \$280:00TP per night	dateline@tanoahotels.com +676 23-411 https://www.tanoadateline.com
Seaview Lodge	15 minutes' drive	seaview.tonga@gmail.com +676 26-903 / 904 www.seaview-lodge.com
Villa McKenzie Guest Lodge	10 minutes' drive	villamac@kalianet.to
Mamta Villa (Little India)	10 minutes' drive	mamtavilla@gmail.com +676 22-181
Tungi Colonade Hotel	5 minutes' drive	reservation@tungicolonnade.com , siliviaf556@gmail.com , tccl23528@tungicolonnade.com , stelima_193@tungicolonnade.com +676 23-528 or +676 28-659 +676 771-5563 or +676 776-3556 www.tungicolonnade.com
JeZAmi Hotel	5 minutes' walk	reception@jezamihotel.com +676 23-660 or +676 22-910 or +676 810-2976 www.jezamihotel.com
Robyanne's Lodge	10 minutes' drive	robyanne@kalianet.to +676 21-650
City Hotel	5 minutes' walk	info@cityhotel.tonga.com +676 27-999 www.cityhotel.tonga.com
Meida Hotel	5 minutes' walk	meidahotel@gmail.com +676 22-193
Simon's Place	10 minutes' walk	simonsplacetonga@gmail.com +676 22-797 or +676 778-6941 www.simonsplacetonga.com

9. **Daily Subsistence Allowance (DSA)**

- The United Nations will provide DSA to the sponsored participants. Participants are to complete their Banking Details and submit the appropriate for to Ms. Suzana Hrvatin(hrvatin@un.org) in order for your DSA to be processed.
- An advance of 75% of the DSA will deposited to the participant's identified bank account, prior to travel. The remaining 25% and terminal will be paid upon submission of requested travel documentations at the completion of the Workshop.
- The sponsored participants will be entitled to 4 days DSA in the amount of USD\$222.00 per day and terminal expenses (TRM) to cover airport transfers and incidentals.
- The following are the required documents to be submitted by sponsored participants for claiming the DSA and TRM:
 - copy of the passport bio page
 - copy of e-ticket
 - boarding passes
- Participants that spent "forced" overnight(s) stay (in a third destination) due to flight availability may be entitled to claim extra DSA, at the appropriate rate, for such stay.

10. **Meals**

- The Organisers of the Training Workshop will offer **lunch and two coffee breaks during the three-day meeting**. Participants will need to make their own arrangements for other meals.

11. **Insurance**

- Participants are expected to make their own arrangements for accident, illness, and luggage insurance, if so desired.

12. **Climate and Conference Attire**

- Tonga's climate is warm, tropical and welcoming. Temperatures are generally warm all year round. June is part of the cooler months in Tonga with temperatures particularly comfortable with an average high of 25° celcius (77° fahrenheit) to a low of 18° celcius (64° fahrenheit). Conference attire should be smart casual or business wear for the entire duration of the Conference.

13. **Currency**

- The national currency of Tonga is the *Pa'anga*. Notes are in denominations of 100, 50, 20, 10, 5, and 2. Coins are in denominations of 1 Pa'anga coins, 50, 20, 10, and 5.

14. Banking Services

- The three banks in Nuku'alofa are the ANZ (Australia and New Zealand) Bank, Bank of the South Pacific (Tonga) (BSP), and the Malaysia Borneo Finance (MBF) Bank Limited. Banks are open from 9:00 am to 4:00 pm Monday to Friday. Both ANZ and BSP ATM machines are linked to the Cirrus, Maestro and Plus networks and these banks, and most stores and restaurants accept payment by credit card.

15. Taxes

- There is a 15% consumption tax on all purchases of goods and services in Tonga.

16. Internet Services

- Complimentary Wi-fi access will be available at the Workshop venue. Enquiries directly with your accommodation will confirm availability of complimentary Wi-Fi access to the internet. The network name and password will be provided upon registration. Please bring your own laptop computer, if desired. Printing will be available at the venue of the Conference.

17. First Aid and Health Services

- The medical emergency number is 933 and for the police, the emergency number is 922.
- The closest hospital is Vaiola Hospital about a 15-minute drive from the Conference Venue.

18. Security

- The security focal point for the Conference will be communicated separately closer to the date.

19. Workshop documents

- For ease and in order to reduce the amount of paper used. Participants are encouraged to utilise and access electronic copies of documents for the Workshop.
- A link to all Documents will be provided to participants at the commencement
- Conference proceedings will be reported and published after the meeting.

20. General Information about Tonga

- Official Language: Tongan and English
- Time difference: Tonga Standard Time is 13 hours ahead of Greenwich Mean Time (GMT+13).

21. Religions

- Tonga is a predominantly Christian country with the Sabbath declared sacred in the Tongan Constitution. With the exception of a few restaurants, hotels and resorts catering to tourists, all business in the Kingdom are closed on Sundays.

22. Business Hours

- Public Offices are generally open from 8.30am to 4.30pm from Monday to Friday. Major businesses are generally open from 8.30am to 4.30pm Monday to Friday, and 8.30am to 1.00pm on Saturday. All public offices and businesses are closed on Sunday. There are no flights arriving or departing on Sunday.

23. Electricity

- Electrical power is 240 volts using lugs common to Australia and New Zealand. An adapter/converter is necessary, unless the item has a multi-voltage option.

24. Taxis

- Reliable taxi services are provided by all main hotels.

25. Smoke-Free

- Smoking in public areas in Tonga is strictly prohibited except in designated areas.

26. CONTACT PERSONS

UN/ ISA	Government of the Kingdom of Tonga
<p>Marie Bourrel-McKinnon, Senior Policy Officer, Special Assistant to the Secretary-General International Seabed Authority 14-20 Port Royal Street Kingston, Jamaica Tel: +1 (876) 922-9105-9 (Ext: 321) Fax: +1 (876) 922-0195 Cell: +1 (876) 305-0866 Email: mbourrel@isa.org.jm http://isa.org.jm</p>	<p>Ms. 'Ilaisipa 'Alipate Principal Assistant Secretary Ministry of Foreign Affairs TONGA Tel: 676 23-600 Email: laupeau@gmail.com</p>
<p>Mr. Sainivalati S. Navoti Chief of SIDS Unit Division for Sustainable Development Goals UN-DESA Email: sai.navoti@un.org Desk +1 (917)367 2708 Mobile: +1(917)214 3781 https://www.facebook.com/sidsnet/ https://sidsnetwork.org/</p>	<p>Dr. T. Suka Mangisi Deputy Permanent Representative Permanent Mission of the Kingdom of Tonga to the United Nations Tel: +1 917-340-4400 Email: t.suka.mangisi@gmail.com</p>

END

ANNEX ONE

CONTRIES NOT REQUIRING VISA (71)

- | | | |
|---------------------------------------|---|---|
| 1. Australia | 29. South Korea | 55. Slovenia |
| 2. Austria | 30. Latvia | 56. Solomon Islands |
| 3. Bahamas | 31. Lithuania | 57. Spain |
| 4. Barbados | 32. Luxembourg | 58. St Kitts & Nevis |
| 5. Belgium | 33. Macau | 59. St Lucia |
| 6. Brazil | 34. Malaysia | 60. St Vincent & The
Grenadines |
| 7. Brunei Darussalam | 35. Malta | 61. Sweden |
| 8. Bulgaria | 36. Marshall Islands | 62. Switzerland |
| 9. Canada | 37. Monaco | 63. Tahiti (French
Passport Holders) |
| 10. Cook Islands | 38. Nauru | 64. Tokelau (Holders of
NZ Passports) |
| 11. Cyprus | 39. Netherlands | 65. Turkey |
| 12. Czech Republic | 40. New Caledonia
(French Passports) | 66. Tuvalu |
| 13. Denmark | 41. New Zealand | 67. Ukraine |
| 14. Dominica | 42. Niue (Holders of New
Zealand Passport) | 68. United Kingdom –
Great Britain & Northern
Ireland |
| 15. Estonia | 43. Norway | 69. United States of
America |
| 16. Federated States of
Micronesia | 44. Palau | 70. Vanuatu |
| 17. Fiji | 45. Papua New Guinea | 71. Wallis & Futuna
(French Passport
Holders) |
| 18. Finland | 46. People's Republic of
China | 72. UN Laissez-passer
Holders |
| 19. France | 47. Poland | |
| 20. Germany | 48. Portugal | |
| 21. Greece | 49. Romania | |
| 22. Hong Kong | 50. Russian Federation | |
| 23. Hungary | 51. Samoa | |
| 24. Ireland | 52. Seychelles | |
| 25. Israel | 53. Singapore | |
| 26. Italy | 54. Slovakia | |
| 27. Japan | | |
| 28. Kiribati | | |

