

Regional Thematic Conference on managing a statistical organization in times of change for Pacific Island countries

Nadi, Fiji, 24 – 26 June 2024

GENERAL INFORMATION NOTE

Workshop venue	<p>The Meeting will be held at Smugglers Cove, Nadi:</p> <p>Smugglers Cove Beach Resort & Hotel 13 Wasawasa Rd Nadi Fiji Telephone: (679) 672 6578 www.smugglerscove.com.fj</p>										
Accommodation	<p>The meeting will be organized at Smugglers Cove Beach Resort and Hotel, so you may want to consider also staying at this hotel.</p> <p>The room rates are:</p> <table border="0"><tr><td>Standard Garden View Room</td><td>FJD 195</td></tr><tr><td>Deluxe Premium Room</td><td>FJD 245</td></tr><tr><td>Ocean Front Balcony Room</td><td>FJD 295</td></tr><tr><td>Family Suite (Fully Contained)</td><td>FJD 425</td></tr><tr><td>Sunset Suite (Fully Contained)</td><td>FJD 595</td></tr></table> <p>You can make a booking directly with the hotel through the following contact: reservations@smugglerscove.com.fj Please tell them you are participants of the UN's Regional Thematic Conference.</p> <p>There are also several other hotels available nearby or even in walking distance.</p>	Standard Garden View Room	FJD 195	Deluxe Premium Room	FJD 245	Ocean Front Balcony Room	FJD 295	Family Suite (Fully Contained)	FJD 425	Sunset Suite (Fully Contained)	FJD 595
Standard Garden View Room	FJD 195										
Deluxe Premium Room	FJD 245										
Ocean Front Balcony Room	FJD 295										
Family Suite (Fully Contained)	FJD 425										
Sunset Suite (Fully Contained)	FJD 595										
Travel	<p>Travel arrangements will be made for participants that have submitted the necessary documentation. Amex, our travel agent partner, will contact you directly via the email you gave us, to confirm on the itinerary. If you have any personal deviation from the flight provided, if there is any payment for personal deviation, you will have to pay directly to Amex.</p> <p>In case of questions, please contact Ms. Anne Kerdlapphon (anne.kerdlapphon@un.org).</p>										

Airport transfers	<p>You will be arriving at Nadi Airport, Fiji. The airport is approximately a 20-minute drive to the hotel/workshop venue. You may take an airport taxi located close to the arrivals area.</p> <p>Smugglers Cove Beach Resort and Hotel provides airport transfers at an additional cost – Adults @ \$15.00 per person one way; Children 5-14years @ \$7.50 per person one way. Please book directly with the hotel reservations staff should you wish to utilize this service at reservations@smugglerscove.com.fj .</p>
Visa requirements	<p>Travel to Fiji requires that travellers have their passports valid for up to 6 months past intended stay.</p> <p>Participants are responsible to apply for any transit visa en route as required.</p> <p>If required, UNSD and ESCAP may issue an individual invitation letter to support the visa process.</p>
Daily Subsistence Allowance (DSA)	<p>UNSD and ESCAP-funded participants will be provided with a DSA and terminal cost to pay for accommodation, meals, transportation and miscellaneous expenses such as visa fees (if any), insurance, etc.</p> <p>The daily rate for DSA in Nadi is equivalent to USD 228 (as of May 2024) and the terminal cost is equivalent to USD 252.</p> <p>Funded participants should make their own accommodation booking and settle the payment directly with the hotel before departing Nadi (including room charges and other expenses).</p> <p>Please note you will initially receive 75% of your entitlement before the meeting. Remaining 25% of your DSA and terminal expenses you will receive upon your return and submission of all boarding passes. Both these payments will be made through an electronic bank transfer to the participant's bank account indicated in the Funds Transfer Request Form.</p> <p>Please send the scanned copies all your <u>boarding pass</u> to Ms. Anne Kerdlapphon (anne.kerdlapphon@un.org) after your trip is complete.</p>
Internet at the hotel	<p>The hotel has free WIFI internet access throughout the hotel. For WI-FI, please contact our reception staff for access.</p>
Breaks and Lunches	<p>Morning and afternoon tea breaks for all participants will be provided for all three meeting days. Lunch will be provided for the first two meeting days.</p>
Health, Sickness or Accidents	<p>Should you feel it necessary, please notify the workshop organizer on any special medical requirements, disabilities or</p>

	<p>dietary restrictions. This will help us ensure your experience at the meeting goes smoothly.</p> <p>Should you require a doctor or emergency services during your stay, please contact the Smugglers Cove Beach Resort and Hotel reception.</p> <p>There are several pharmacies located in Nadi, should they be needed.</p>
Insurance	UNSD and ESCAP do not provide insurance cover for meeting participants or their belongings. Meeting participants are expected to make their own arrangements for accident, illness and luggage insurance.
Dress Attire	Dress attire will be Island Formal.
Currency	<p>Participants are advised that the currency used in Fiji is the Fijian dollar.</p> <p>Generally, cash is used for every day purchases. Most major international credit cards are widely accepted at the larger retail establishments. Cashing of travelers' checks and foreign currency exchange can be carried out at most hotels, banks, and foreign currency exchange services for most major international currencies. Automatic Teller Machines (ATM) are also widely available.</p>
Time	Greenwich Mean Time +12 hours.
Power Supply	The Fiji power supply operates at 240 volts.