INFORMATION NOTE
The BOBLME Project Steering Committee Meeting
Jakarta, Indonesia, 24-25 March 2015

1) Meeting Venue:
The Meeting will be held in the Millennium Hotel Sirih Jakarta
Jalan Fachrudin 3, Jakarta, Indonesia

In the Melati Meeting Room on the 2nd floor
Tel: +62 21 230 3636 Fax: +62 21 230 0028
Check out the hotel website on: http://www.millenniumhotels.com/millenniumjakarta/

2) Registration:
Registration is from 8.45 - 9.00 am. Tuesday 24 March 2014

3) Flight Information:
Your flight information will be sent soon (if it has not already been sent). Given the high volume of travellers we are managing, we are unable to customise your flights; it would be greatly appreciated, that unless there is a very serious itinerary error, if you can please accept the flights offered.

4) Getting there:
Participants can take a public taxi from the airport, the hotel is 45 minutes from Soekarno-Hatta International Airport.

5) Accommodation:
As per FAO regulations, all participants have been booked in single accommodation at the hotel, and the BOBLME Project will settle your accommodation expense directly to the hotel. The amount allowable for lodging by FAO has been deducted from the DSA amount. Any additional expenses i.e. mini bar, telephone and room service usage will be borne by the participants.

Please note we cannot amend this for sharing rooms.

6) Early check-in and late check-out:
Please note we cannot arrange or pay for an early check-in or a late check-out. Please approach the hotel on an individual basis if you desire this.

7) DSA (for participants supported by BOBLME Project):
FAO (or UNDP) in your respective countries will contact you for this purpose. The DSA amount will cover meals, local transportation and incidental expenses (visa fee etc.).

For any further information, please contact:
Ms. Sucharat Tong-on
Secretary for BOBLME project
Tel: +66 2 697 4173
Fax: +66 2 697 4445
E-mail: sucharat.tongon@fao.org