

NOTE FOR INFORMATION
EPPM **P1W3**: Basin Analysis (cross border CS), 2-5 August 2010

<p>Accommodation</p>	<p>HOLIDAY VILLA BEACH RESORT & SPA LANGKAWI Lot 1698, Pantai Tengah, Mukim Kedawang, Daerah Langkawi, 07000 Kedah Darulaman, MALAYSIA Tel: (6-04) 952-9999 Fax: (6-04) 955-1504 / 2211 Email : reservation@lgkhvl.com www.holidayvillahotellangkawi.com</p>
<p>CCOP Group Hotel Room Rates</p>	<p>Single occupancy RM 255.00 (~USD78.63) nett/room/night (incl. (1) buffet breakfast) Twin occupancy RM 280.00 (~USD86.34) nett /room/night (incl. (2) buffet breakfast)</p> <p><i>The above rates are inclusive of service charge and government tax. Upon checking in at the hotel, delegates may be requested to provide your credit card imprint or cash payment for one-night accommodation for guarantee. Please be prepared for such request.</i></p> <p>CCOP, as the organizer, will reserve the hotel rooms on behalf of all delegates (with flight details). Single rooms will be automatically reserved for each nominated delegate both sponsored and own-cost unless requested otherwise. Cancellation of room or no show will incur one night room charge which will fully be borne by the delegate. Any inquiry in regard to room reservation should be directed to the organizer.</p>
<p>Meeting Venue</p>	<p>Crystal Ballroom</p>
<p>Meeting Package</p>	<p>2 coffee breaks and 1 Lunch during the workshop will be sponsored by the EPPM project to both sponsored and own-cost foreign delegates and a limited number of local delegates.</p>
<p>Evening Functions</p>	<p>Welcome Dinner on Monday 2 August at Beach Area (depends on weather conditions) hosted by PETRONAS</p> <p>Farewell Dinner on Thursday 5 August at (Crystal Ballroom or Lagenda) hosted by EPPM</p> <p>Details to be announced</p>
<p>Excursion</p>	<p>1-day Field Work on Thursday 5 August will be organized and sponsored by EPPM.</p> <p>The programme will be announced later.</p>
<p>Airport Transfer</p>	<p>Round-trip transfer service in Langkawi is arranged to both sponsored and own-cost foreign delegates according to their flight schedules. Representatives from Hotel will wait at the arrival hall with CCOP/Hotel signage.</p> <p>Note: The foreign passengers no longer have to pay airport departure tax in Malaysia</p>

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Visa Requirements	Delegates will receive “ Acceptance Letter ” issued by the CCOP as organizer via fax and/or E-mail for the travel approval from their organizations Note: The delegates must possess a passport valid for at least six months upon arrival.
Sponsorship	Daily Subsistence Allowance (DSA): will be distributed to sponsored participants at registration on 2 August from 8:30-9:00 am. This DSA covers accommodation (based on single occupancy rate), meals and any incidental expenses. Sponsored participants are to settle the payment of their room and personal expenses with the hotel directly. In case of compulsory overnight transit, the cost of extra nights will also be calculated into the DSA and assistance can be provided for hotel reservation. Air-tickets: Sponsored participants are kindly requested to purchase the air-ticket for reimbursement upon the provision of original receipt indicating CCOP-approved airfare.
Domestic Air-Tickets	<u>OPTIONAL FLIGHT TICKET FOR LOCAL PARTICIPANTS - KUALA LUMPUR LANGKAWI KUALA LUMPUR BY MALAYSIA AIRLINES (MAS HAS INCREASED AIR TICKET EFFECTIVE 1 JUNE AND SUBJECT TO CHANGE WITHOUT PRIOR NOTICE).</u> ECONOMY CLASS : RM 818 per person
Travel Insurance	Delegates are strongly recommended to obtain the travel insurance plan that suits their needs.
Activity Record	A USB drive will be provided to all participants to record the presentations, final name list with contact details of delegates and pictures.
Currency	USD 1 equivalent to RM 3.20 (as of 29 July 2010)
Weather	Occasional rains during August 2010.
Time Zone	GMT+8
For more information, please contact	Mr. Simplicio P. Caluyong EPPM Project Coordinator CCOP Technical Secretariat CCOP Building 75/10 Rama VI Rd., Phayathai, Ratchathewi, Bangkok 10400, Thailand Tel: +66 (0) 2644 5468 ext. 503, Fax: +66 (0) 2644 5431, Mobile +6681 827 0527 E-mail sim@ccop.or.th , Website: www.ccop.or.th , Skype: Sim Caluyong Gmail: scaluyong@gmail.com