



ADMINISTRATIVE NOTES

THE THIRD ASIA – EUROPE MEETING (ASEM)
SEMINAR ON NUCLEAR SAFETY

4 - 6 November 2014
Yogyakarta, Indonesia

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FOREWORD

Dear Sir/Madam,

We are proud to inform you that the Nuclear Energy Regulatory Agency of Indonesia (BAPETEN) will organise the Third Asia–Europe Meeting (ASEM) Seminar on Nuclear Safety from 4 to 6 2014 at Melia Purosani Hotel, Yogyakarta, Indonesia.

We sincerely hope that you find your stay in Indonesia a pleasant and memorable one. For your convenience, we have outlined few important travel tips and general information pertaining to the hotel and venue to assist you while you are in Yogyakarta. Thus, please take the time to read these useful tips and ensure that you adhere to the advice provided. In addition, please fill the enclosed registration form and submit it to us before Friday, 17 October 2014. Should you require any assistance, please do not hesitate to contact my colleagues:

- 1) For matters relating to the programme/agenda:

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- 2) For administrative/logistics matters:

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Both officers can be reached through e-mail at asemsns3@bapeten.go.id. Administrative details for the Third ASEM Seminar on Nuclear Safety can also be obtained at the event website: <http://asemsns3.bapeten.go.id>.

Thank you very much for your attention and I look forward to meeting you in Yogyakarta, Indonesia.

Yours sincerely,

Prof Dr Jazi Eko Istiyanto

Chairman,

Nuclear Energy Regulatory Agency (BAPETEN)

ABOUT INDONESIA

Indonesia is an archipelagic island country in Southeast Asia, lying between the Indian Ocean and the Pacific Ocean. It is in a strategic location astride or along major sea lanes from Indian Ocean to Pacific Ocean. Indonesia is an archipelagic country extending 5,120 kilometres (3,181 mi) from east to west and 1,760 kilometres (1,094 mi) from north to south. It encompasses an estimated 17,508 islands, only 6,000 of which are inhabited. It comprises five main islands: Sumatra, Java, Borneo (known as "Kalimantan" in Indonesia), Sulawesi, and New Guinea; two major archipelagos (Nusa Tenggara and the Maluku Islands); and sixty smaller archipelagos. Four of the islands are shared with other nations: Borneo is shared with Malaysia and Brunei, Sebatik, located eastern coast of Kalimantan, shared with Malaysia, Timor is shared with East Timor, and the newly divided provinces of Papua and West Papua share the island of New Guinea with Papua New Guinea. Indonesia's total land area is 1,919,317 square kilometres (741,052 sq mi). Bahasa Indonesia is the official language of Indonesia.

ABOUT YOGYAKARTA

The Third ASEM Seminar on Nuclear Safety will be held in Yogyakarta which is about 500 Km away from Jakarta or 55 minutes reachable by flight. Yogyakarta is the capital city of the province of Yogyakarta Special Region which is in the southern part of the Central Java province, Indonesia. Yogyakarta is renowned as a centre of classical Javanese fine art and culture such as batik, ballet, drama, music, poetry, and puppet shows (Wayang Kulit). The city (*kota*) of Yogyakarta is only one of five districts within the semi-autonomous province of Daerah Istimewa Yogyakarta (DIY), literally the "Yogyakarta Special Region". (The other districts are **Sleman** on the slopes of fiery Mount Merapi to the North, **Bantul** all the way to the sea to the South, the hills of **Gunungkidul** to the East and the low lands of **Kulon Progo** to the West.) This special status is thanks to the Sultanate of **Hamengkubuwono**, which has ruled the area since 1749 and steered the state through difficult times of occupation and revolution. During the Indonesian war of independence, Sultan Hamengkubuwono IX offered the fledgling Indonesian government his enclave as capital city, thus Yogyakarta became the revolutionary capital city of the republic from 1946 to 1949 when Jakarta was still occupied by the Dutch. As a result, the central government recognised the Sultan of Yogyakarta as the appointed governor of the province of DIY; the only one in Indonesia that is not elected directly by the people. The Indonesian central government has tried to weaken the sultan's power by calling for direct election for the governor, however the present Sultan Hamengkubuwono X was reaffirmed as the governor of DIY with the deliberation of Yogyakarta Special Autonomy Bill in 2012.

The venue of the meeting (Melia Purosani Hotel) is located in the central district of Yogyakarta.

ACCOMMODATION

Accommodation for all participants of the Third ASEM Seminar on Nuclear Safety has been pre-booked at:

Melia Purosani Hotel

Jl. Mayor Suryotomo No.31, Yogyakarta, 55122– INDONESIA

Tel : (+62–274) 589521

Fax : (+62–274)588071

E-mail : melia.purosani@melia.com

Website : <http://www.meliajogja.com>

If the participants decide to stay in other hotels, we assume that the participants will arrange the transport to the meeting venue themselves.

GROUP RESERVATION: CORPORATE RATE

Room rate per night for the meeting participants, including breakfast for single occupancy:

Deluxe Room	:	IDR 860,000
Premier Room	:	IDR 1,160,000
The Level Room	:	IDR 1,360,000
Junior Suite	:	IDR 2,300,000

In addition, if you would like a room upgrade, please consult with us or contact the hotel's customer service, by mentioning that you should have BAPETEN corporate rate for this event.

The above-mentioned rate already includes VAT & service charge. Please note that the check-in time is 14.00 West Indonesian Time (WIB), while the check-out time is 12:00 WIB (noon). We will do our best to let you have an early check-in to the room provided that the room is readily available. Late check-out should be consulted with the hotel and some additional charges may apply.

Regarding the payment method, you may use direct cash to the cashier in Indonesian Rupiah (IDR) or USD (with bank currency rate of approx. Rp11,625) while checking-in at the front desk.

Note: To avoid confusion, kindly be informed that the hotel booking has been arranged by the organising committee. If you still prefer to do the booking yourself via internet (directly to the hotel's website or other third party website such as agoda.com or booking.com), we may not be able to help you whenever you have problems with the booking or payment. Hence, please be advised not to book the hotel yourself.

TRANSPORT SERVICE: AIRPORT TO HOTEL

The hotel personnel will pick you up from and to the International Airport at Yogyakarta with the sign “BAPETEN – The Third ASEM Seminar on Nuclear Safety” upon prior request. The service is available using hotel transport with the following rates (you can share with one or two other passengers):

Toyota Avanza	:	IDR 100,000/car/trip
Toyota Innova	:	IDR 110,000/car/trip

Please fill in the pickup/drop off service in the registration form so we can arrange it with the hotel based on your flight schedule.

MEETING VENUE

The meeting venue is to be confirmed in Melia Purosani Hotel, Yogyakarta. Further arrangement of the venue will be communicated during the meeting.

CURRENCY

At present the (middle) exchange rate is about US\$ 1 = Rp 11,625 (fluctuating). Check the most current rate at the following website:

http://www.bca.co.id/en/kurs-sukubunga/kurs_counter_bca/kurs_counter_bca_landing.jsp

Please be aware that almost all transactions in Yogyakarta will require the use of local currency. Make sure you have enough Indonesian Rupiahs to perform the daily transaction. Nonetheless, credit cards are widely accepted although you need to ask smaller stores or merchants about the availability of electronic payment beforehand.

MONEY CHANGER AND BANKING TRANSACTION

Several money changers and commercial banks are located near the hotel (BRI Bank and CIMB Bank). You can perform the transaction in the bank from Monday to Friday, at 09:00 – 15.00 WIB.

ATM (Automatic Teller Machines) with Alto/Cirrus Service is available at the airport and all shopping malls (some bank charges may apply). Please ensure that you are able to access your cards and have the correct PIN numbers before arriving in Indonesia.

INTERNET CONNECTION

All rooms, the lobby and the meeting room at the hotel are provided with the internet connection. Username and password for the WiFi connection at the public area in hotel is available in the reception desk. Free internet service is available at the meeting room.

PUBLIC TRANSPORTATION

There are several public transportations available around the hotel but we recommend you to use Taxis (black-coloured Jas or black-coloured Citra taxis) and Trans Jogja.

- **General Precaution in Using Taxis:** Whenever you use taxi, it is always recommended to note the taxi company, the driver's name and the car's side number. It is also preferable to know the route prior the use of taxi service. Please ask us and hotel staffs to find the shortest and the fastest route. Poor behaviour of taxi drivers must be reported and always get reprimanded by their companies.
- To get into the Trans Jogja, you need to pay only once at Rp 3,000 (approx. US 30 cent) and you can travel around Yogyakarta (provided you do not meet the end-station or leave the station) and the Trans Jogja corridor adjacent to the hotel. Please note that Trans Jogja operates from 06:00 to 21:30. Consult the map and avoid rush hours as it will be mostly crowded during that period. Ask the assistance from the Trans Jogja staffs as they will gladly help you with the busway route.

EATING OUT

The nearest restaurants from the hotel are Royal Restaurant and Gadri Restaurant near the royal palace. Matahari Plaza and Malioboro Mall are the nearest malls from the hotel that offer a host of regional and international dining options. Most restaurants are open from 10.00 to 22.00.

DAILY SHOPPING AND SHOPPING CENTRES

You can easily find convenient stores along Mayor Suryotomo Street. The most famous shopping centre is Malioboro Mall at Malioboro Street. Please note that generally shopping malls are open from 10.00 to 22.00. You can also find various souvenirs in the small stores along the Malioboro Street. It is quite accessible by taxi from the hotel or you may use the Trans Jogja from the nearest bus stop. You may also conveniently walk to Malioboro Street. Major credit cards are widely accepted in shopping malls, although small vendors or stalls usually accept only cash.

WEATHER

The weather in Yogyakarta is mostly between 21 to 35°C with mostly high humidity. Do not forget to bring your **umbrella**, since you should expect some rain during the day or night time.

SAFETY

Please take the same precautions as you would do in any other big cities or towns. Avoid unnecessary display of valuables and do not walk in deserted areas or go out alone at night. Even though Yogyakarta is quite safe and its people are friendly, you should not lack your security precaution.

INSURANCE

The meeting organisers cannot accept liability for the payment of any cost or compensation that may arise from damage to or loss of personal property, or from illness, injury, disability or death of a participant while he/she is travelling to and from or attending the meeting, and it is clearly understood that each Government/Institution, in nominating participants, undertakes responsibility for such coverage. Governments/Institutions would be well advised to take out insurance against these risks.

LAST BUT NOT LEAST

We hope that your stay in Yogyakarta will be comfortable and memorable. Let us know if you need assistance. We wish you a pleasant and safe trip to Yogyakarta and we look forward to meeting you in the Third ASEM Seminar on Nuclear Safety.

MAP OF MELIA PUROSANI HOTEL - YOGYAKARTA

