

SECRETARIAT OF THE PACIFIC COMMUNITY

**11<sup>TH</sup> TRIENNIAL CONFERENCE OF PACIFIC WOMEN**

SPC Conference Centre, Noumea, New Caledonia

16–20 August 2010

## Conference Update

There are 8 days to the Conference Opening and we trust that you are all making preparations to come to Noumea. See below for some conference announcements:

- Venue** The Eleventh Conference of Pacific Women will be held in SPC's Main Conference Room, (see SPC map), Anse Vata, Noumea, from 16 to 20 August 2010.
- Maps of SPC premises and of South Noumea are available on our website at the following link:  
[http://www.spc.int/hdp/index.php?option=com\\_docman&task=cat\\_view&gid=84&Itemid=44](http://www.spc.int/hdp/index.php?option=com_docman&task=cat_view&gid=84&Itemid=44)
- Conference registration** Registration will take place on Monday 14 August from 4–6pm at the entrance to the Main Conference Centre. For those delegates required to pay Conference Registration (10,000XPF) and airport transfer costs (6,000XPF) **please have 16,000XPF ready in cash to make this payment during registration.**
- This will provide you with a conference package and access to the conference venue and meals etc.
- Conference opening** This will commence immediately after registration and conclude with the Conference Opening Dinner on the deck of the main Conference Hall on Monday evening. Refer to the provisional conference agenda which is attached to this announcement.
- Insurance** SPC does not provide insurance cover for participants or their belongings and participants are expected to make their own arrangements for accident, illness and luggage insurance, if so desired.
- Visa** The Secretariat is pleased to advise that visas are **no longer** required for entry into New Caledonia for stays of up to three months for nationals of all SPC member countries **except Fiji Islands, Papua New Guinea, Vanuatu and Tonga.** Participants from Tonga should contact the Secretariat, which will facilitate the necessary procedure. Participants from the other three countries are requested to contact the French embassies in their countries as well as the Secretariat for assistance.

**Tickets and  
Per diem**

SPC-sponsored participants will be provided a return trip economy class airfare for the most economical route and per diems at standard SPC rates for necessary overnight transit stops en route and for their stay in Noumea. Perdiems will be paid on Monday 16 August to the sponsored participants. Airports transfers as well as lunches (17, 18 and 19 August) and accommodation costs will be deducted from the perdiems.

Departure tax is the responsibility of all participants.

By now all country delegates who are being funded by the SPC should have received their airline e-tickets. If not please email Nicole Milot ([nicoleM@spc.int](mailto:nicoleM@spc.int)) at SPC to confirm travel arrangements.

Those of you who have arranged your own travel and are requiring SPC to organise airport transfers and accommodation, **your itineraries should also be with Nicole at this time.**

Purchased tickets are non-refundable and non-transferable so please note that SPC cannot cater for last minute changes. Any such changes will only be accommodated at the cost of the participants.

Please note that participants who choose to fly by an alternative routing to that provided by the meeting organizers will be responsible for any additional costs.

**Airport transfers  
and accommodation**

The Secretariat will organize transfers between Tontouta airport and accommodation in Noumea for all SPC sponsored participants and observers who have specifically requested it on their registration forms.

The airport transfers are organised by a company called *Les Mouettes*. Their staff will be wearing a yellow shirt so that you can easily identify them at the airport.

Any last minutes changes or cancellation of accommodation booking will entail extra charges which you will cover from your per diems so please let us know ASAP if you wish to share rooms. Please note that check-in time is 02:00pm and check-out time is 11:00am for all accommodation venues.

Observers from development and partner agencies who SPC has assisted with accommodation arrangements and airport transfers please remember that you are required to settle your own accommodation costs and come prepared to pay for airport transfers (at a cost of 3,000 XPF each way) during registration on Monday 16 August 2010.

**Breaks & Lunches**

SPC will provide morning & afternoon teas during the meeting.

SPC will provide as well daily lunches on Tuesday, Wednesday and Thursday of the meeting. Teas and Lunches will be served on deck of the SPC main Conference room, Building 11.

Please advise of any special dietary requirement (e.g. vegetarians) to Nicole Milot ([nicoleM@spc.int](mailto:nicoleM@spc.int)).

**Social functions**

There will be two dinners during the conference:

- Conference opening dinner on Monday 16 August 7.30-9.00pm, of which a portion of the cost has been covered by your per diems.
- Buffet dinner on Thursday 19 August 7.30-9.00pm for which you will have to purchase tickets. These tickets will be on sale during conference registration Monday 16 August 2010 4-6 pm.

**Alcohol and smoking policy**

All receptions/events held during the conference will be alcohol-free. SPC facilities and grounds are smoke-free, with the exception of two designated smoking areas.

Staff will direct visitors to these areas as required.

**Meeting documents**

■ **Use of paper**

The meeting will be as 'paperless' as possible. Only selected printed documents will be handed out.

Each delegate will be provided with a USB key containing all meeting documents. Meeting documents will also be available on the Human Development Programme section of the SPC website at the following link [http://www.spc.int/hdp/index.php?option=com\\_docman&task=cat\\_view&gid=79&Itemid=44](http://www.spc.int/hdp/index.php?option=com_docman&task=cat_view&gid=79&Itemid=44)

Delegates are strongly encouraged to bring a laptop computer to the conference. Those who do not have their own laptops will be able to use computers with Internet access in a room adjacent to the conference room.

A limited number of copies of the meeting documents will be available in the conference room.

**Faxes**

SPC fax number: +687 26.38.18

Outgoing faxes are to be handed to the meeting secretary. The cost of faxes will have to be paid to the meeting secretary at the following rates:

Pacific countries: 100 XPF per page

All other countries: 150 XPF per page

A receipt will be issued by the meeting secretary if needed.

**Handicraft Exhibit**

This will commence with a short opening ceremony on Tuesday evening 17 August in the central garden area of the SPC complex.

For those country delegations bringing handicrafts to sell at the Conference they will be required to provide Estelle Grazzi, SPC Procurement Officer ([procurementnoumea@spc.int](mailto:procurementnoumea@spc.int)) with a complete list of items (see form attached) **no later than 10 August 2010, noon.**

**SPC will simply forward this information to the relevant services of the New Caledonia Government and cannot be involved any further in these matters. SPC is not liable for any problems encountered with New Caledonia's Customs or Quarantine divisions.**

**Telephone**

SPC switchboard number: +687 26.20.00

For international calls out of New Caledonia, dial 00 and then country code (Aust = 61, NZ = 64). To phone New Caledonia from overseas, the country code is 687.

Mobile Telephones - Depending on the network provider, Australian and New Zealand mobile telephones can be used in New Caledonia if an international roam service is subscribed to. Coverage is excellent throughout Nouméa and the more populated areas.

**Internet**

Wireless connections (Wifi) are available throughout SPC's Conference Centre.

Major hotels and resorts offer email and internet services in their business centres. Several internet cafes operate in central Nouméa.

**Electricity**

Current is 220V, 50 cycles AC, using European plugs with two round pins. Most Australian/New Zealand appliances can be used with an adaptor and several hotels and resorts also provide Aust/NZ sockets.

**Currency,  
Banking Facilities**

The monetary unit in New Caledonia is the Comptoirs Francais du Pacifique franc (XPF or XPF). The SPC exchange rate, as of August 2010, is

- XPF 95 to USD 1.00 (subject to change).
- XFP 86 to AUD 1.00 (subject to change).
- XFP 69 to NZD 1.00 (subject to change).

Travelers' checks can be cashed at hotels. There is a bank exchange at the Banque Nationale de Paris (BNP), situated between the old SPC headquarters and the Nouvata Park Royal Hotel. The bank is open from Monday to Friday from 7.20 a.m. to 3.45 p.m.

Please note that 100US\$ bank notes are not exchanged by all the banks, therefore please bring small US\$ bank notes with you or Euro. Also, the American Express card is not widely accepted.

**Climate**

It is cool and sometimes wet in Noumea at this time of the year so we advise you to bring an umbrella and something warm to wear in the evenings. As you will be walking to the Conference Centre from your hotels bring appropriate footwear.

**SPC Shop purchases**

Purchases of duty-free goods may be made at the Secretariat's shop by participants on production of their meeting name-tag. Please note that the agreement between the Secretariat and the French Administration which allows the operation of the shop stipulates that purchases may be made for the personal use of participants only.

The shop is open between 3.00 p.m. and 5 p.m. every day. Payment must be made in XPF at the time of purchase.

**Medical and dental  
attention**

Any participants requiring assistance to arrange an appointment for medical or dental attention should contact the meeting secretary. However, urgent cases are referred to the Polyclinique for immediate attention. The Polyclinique is located next to the IRD, at the corner of the Anse Vata roundabout.

**Visits of interest**

The Tjibaou Cultural Centre is extremely impressive and is well worth a visit: open everyday except Monday, from 9.00 a.m. to 5.00 p.m. The taxi fare is around 2,000 XPF (4 persons maximum).

Entrance fee: 500 XPF

Territorial Museum (Baie de la Moselle): open every day except Tuesday from 9.00 to 11.30 a.m. and from 12.15 to 4.30 p.m.

Entrance fee: 200 XPF

Tours on 'Le Petit Train': Departures in front of the Palm Beach shopping centre (City tours every day).

For other visits of interest see your Hotel Desk or the Tourism Office on the Anse Vata (open from 9.00 a.m. to 5.30 p.m.).

### **Transport**

There is a frequent bus service between town and Anse Vata and vice versa, but not at regular intervals. The fare is 200 XPF for one way.  
Taxis are available: Tel. 28.35.12 or 28.53.70.

Drive-yourself cars may be hired. Information can be obtained from your hotel.

### **HDP contacts**

For any information during regular working hours, please contact:

Daniel Taboga  
Programme Administrator  
Phone: (687) 26 01 33 (direct line)  
E-mail: [danielt@spc.int](mailto:danielt@spc.int)

Delphine Godot  
Technical Support Officer  
Phone: (687) 26.09.50 (direct line)  
E-mail: [delphineg@spc.int](mailto:delphineg@spc.int)

**For any travel related issues and any emergencies please contact:**

Nicole Milot  
Conference and Travel Officer  
Phone: (687) 26.09.50 ; Mobile : (687) 86 52 46  
E-mail: [nicolem@spc.int](mailto:nicolem@spc.int)

We look forward to hosting you at the Conference and wish you safe travel to Noumea.

The Human Development Programme Team

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