PRIVATE SECTOR PARTNERSHIPS FORUM
APIA, SAMOA
30-31 AUGUST 2014
LOGISTICAL NOTE FOR THE PARTICIPANTS

This note provides participants of the Private Sector Partnerships Forum useful information on all logistical issues.

Prepared by the United Nations Office of the High Representative for the Least Developed Countries, Landlocked Developing Countries and Small Island Developing States (UN-OHRLLS) and the Samoa Chamber of Commerce

A. GENERAL INFORMATION ABOUT SAMOA

1. Local time
   • UTC+13:00

2. Climate
   • Samoa's climate is tropical all year round, with two distinct seasons – the dry season running from May to October and the wet season from November to April.

3. Electricity
   • The voltage in Samoa is at 220-240V. The power plugs used in Samoa are of the three-pin, square-shaped or round-shaped type. While some hotels provide outlet adapters for certain configurations, participants are encouraged to bring one with them, or purchase one in electronic stores in Apia.

4. Local Currency
   • The Samoa decimal currency is the Tala (dollar) and Sene (cent): 100 Sene = ST$1 (Tala). All major foreign currencies are exchangeable in Samoa.
   • Samoa Tala can also be purchased outside the country from a few selected banks, however you will need to check with your bank if you can order some before you depart.
   • Credit cards (Visa, Mastercard, American Express, Diners & JCB) are widely accepted in the major hotels, restaurants and stores. Travellers’ cheques are also widely accepted at major banks and hotels.
   • EFTPOS machines are found throughout Upolu and Savaii in major hotels, resorts and supermarkets and accept the following cards – Visa, Mastercard, Cirrus, Amex, JCB &Plus Cards and Access International Debit Card.
B. VENUE AND ACCOMODATION

5. Venue

- The Forum will take place at the Samoa Convention Centre, Tui Atua Tupua Tamasese Efi (TATTE) Complex, Sogi, Apia.

6. Focal Points for the Forum

**UN-OHRLLS focal point:**
Mr. Damien Sass  
UN-OHRLLS  
Tel: +1 212 963 0935  
Email: sass@un.org

Ms. Rita Ruohonen  
UN-OHRLLS  
Tel: +1 212 963 1804  
Email: ruohonen@un.org

**Samoa Chamber of Commerce focal point:**
Ms. Ane Moananu  
Samoa Chamber of Commerce  
Tel: +685 7570659  
Email: ceo@samoachamber.ws

Ms. Osana Liki  
Samoa Chamber of Commerce  
Tel: +685 7739004  
Email: policyanalyst@samoachamber.ws

7. Registration

All registered participants need to pick up their badges and Forum folder from the foyer of the Convention Centre before entering the Forum. The registration will be open:
- Wednesday 1400 – 1900, SIDS Conference Venue, SIDS Trade Village
- Thursday 08:30 – 17:00, Samoa Chamber of Commerce Office, Le Sanalele Complex, Saleufi, Apia
- Friday 08:30 – 12:00, Samoa Chamber of Commerce Office, Le Sanalele Complex, Saleufi, Apia
- Saturday 07:00-17:00, Convention Centre, TATTE Complex, Sogi, Apia
- Sunday 11:00-12:30, Convention Centre, TATTE Complex, Sogi, Apia
8. Programme

The latest version of the programme can be found on UN-OHRLLS web page: http://unohrlls.org/private-sector-partnerships-forum-2014-sids-conference/

Lunch and refreshments will be provided by the Government of Samoa. There are restaurants and cafes that are within walking distance for participants wishing to explore Apia during lunchtime. The closest options are:

- Bistro Tatau – http://www.bistrotatau.ws
- Samoa National Provident Fund Plaza (SNPF Plaza)
  - The SNPF Plaza houses a number of cafes and restaurants and is located 3 minutes from the Convention Centre.

9. Opening Ceremony

The Opening Ceremony will take place at Malaefatufatu Park, Sogi. The Reserve Park is opposite Tanoa Tusitala Hotel, and is located 5 minutes from the Convention Centre. Participants are encouraged to arrive at 7:15. A buffet breakfast sponsored by Digicel will be provided upon arrival. The Opening Ceremony is by invitation only.

10. Gala Dinner

The Island Gala Dinner will take place at the National University of Samoa, Toomatagi, located 10 minutes (by car) from the city centre. The Dinner is by invitation only.

11. Communications

There are two main telecommunications providers in Samoa, Digicel and Bluesky. Both providers offer coverage to most areas with over 95% geographical coverage. The Convention Centre will have WiFi access sponsored by Digicel.

12. Dress code

Semi-formal island dress. Formal attire for men is trousers and island shirt, and women wear a dress or a blouse and skirt. Wearing suits during the day in Samoa is not recommended owing to the average daily temperature of 29 degrees Celsius. Evenings become cooler with an average temperature of 26 degrees Celsius.

13. Accommodation

For accommodation and background information on Samoa, please visit the Samoa Government’s SIDS Conference website which includes a centralized accommodation booking system: http://www.sidssamoa2014.ws/Article/26/accommodation-overview

In case of difficulties in finding accommodation, the below focal point can be contacted:
- Mrs. Alexandra Rankin
  Samoa Hotels Association
3. TRAVEL AND TRANSPORTATION

14. Airports

The main entry point into Samoa is Falelolo International Airport, 35 km from Apia on the island of Upolu. Polynesian Airlines operates daily flights between Apia and Pago Pago out of Fagalii Airport, which is located about 5km from the Central Business District.

Upon arrival currency exchanges are open for all international flight arrivals and departures for converting your currency.

Airport shuttles are provided to the major hotels which can be booked prior to arrival or organised when you arrive after clearing Customs. One way fares start from ST$12 per person. Taxis are also available and a ride to Apia will cost you about ST$55 and it’s recommended you confirm the price with the driver before you depart. If your flight is arriving during the day, then you can catch a local bus into Apia from the main gate of the airport. There are no set timetables and the fare will cost you about ST$5 one way.

15. Local travel

Complementary transport services will be offered by the Government of Samoa between airports and hotel areas, and hotel areas and the Convention Centre for both days. Participants are asked to identify themselves at the information desk at the arrival area at the airport.

16. Visas

Visitors to Samoa are not required to obtain an entry permit for stays of less than 60 days, Traveller must have a return or onward ticket and passports must be valid for six months or more at the time of entry into the country.

If your visit is for more than 60 days then you must apply for a permit to enter the country from the nearest Samoa Consulate General, High Commission or Embassy to you in New Zealand, Australia, United States of America and Belgium. Permit extensions in Apia are handled by Samoa Immigration.

The following countries have missions or a representative in Samoa– Australia, Chile, China, France, Germany, Japan, Netherlands, New Zealand, South Korea, Spain, United Kingdom, United States of America and Sweden

4. HEALTH AND SAFETY

17. Doctors
There are many medical clinics in Apia should you require a doctor. The Tupua Tamasese Meaole II National Hospital is located in Apia. The telephone number is +685 21212. There are private dental clinics and pharmacies.

18. Travel Advisory

The Samoa Ministry of Health (MOH) with support from the World Health Organization (WHO) and the Secretariat of the Pacific Community (SPC) are mobilizing a comprehensive response to an outbreak of Chikungunya affecting Samoa. Chikungunya is a viral disease transmitted by Aedes species mosquitoes. Common symptoms are fever and severe pain in multiple joints, frequently in the hands and feet. Other symptoms may include rash, muscle pain, headache, and joint swelling.

Delegates travelling to the meeting are advised to protect themselves from mosquito bites through all means necessary. For more information regarding the Chikungunya virus and appropriate actions for prevention, please consult the link:

19. Safety

Samoa takes pride in being one of the safest destinations in the world for travellers. However, it is still advised to apply caution and not to leave valuable belongings unattended and invest in travel insurance and a basic travel first aid kit.

20. More Information about Samoa

http://www.samoa.travel/
www.sidssamoa2014.ws