



# The East Asian Seas Congress 2009

## Partnerships At Work: Local Implementation And Good Practices

23 – 27 November • Philippine International Convention Center, Manila, Philippines

# Information Bulletin No. 2

## General Information

The 3rd East Asian Seas (EAS) Congress will be held at the Philippine International Convention Center (PICC) from 23 – 27 November 2009. The EAS Congress 2009 features:

- Second EAS Youth Forum – 22-26 November
- International Conference on Sustainable Coastal and Ocean Development – 23-25 November
- Environmental Exhibition – 23-26 November
- Partnership Night – 24 November
- Senior Government Officials Meeting – 24 November
- Special EAS Partnership Council Meeting – 25 November
- Corporate Social Responsibility Forum for the Coastal and Marine Area and the Sustainable Development of Manila Bay – 25 November
- Third Ministerial Forum – 26 November
- Workshops on Meeting Human Resource Requirements in Coastal and Ocean Governance: Formal and Informal Training – 26 November
- Partners' Meetings – 26 November
- Field Visits – 27 November

## Registration and Identification Badges

Participants are required to register and obtain conference identification badges before the opening of the session. Registration will be open on Sunday, 22 November from 9:00 AM to 6:00 PM and 23 November from 8:00 AM to 6:00 PM at the Registration Counter located at the ground floor of the Delegation Building. Participants missing the registration during the days and time specified should proceed to the Conference Secretariat at D-301, 3rd Floor, Delegation Building.

The Congress Secretariat will implement the following arrangements and procedures to facilitate the process of registration:

1. Youth Forum participants will register at the Palm Plaza Hotel.
2. SGOM/Plenary and Theme Keynote Speakers / Partnership Council Chairs will register at Traders Hotel or Sofitel Philippine Plaza upon check-in.

3. Exhibitors are required to register and obtain Exhibitor badges before ingress of the exhibit. Registration will be on Sunday, 22 November from 12:00 to 6:00 PM at the Registration Desk located in front of the PICC Reception Hall (Exhibition Area).
4. Participants supported by PEMSEA and co-conveners (full and partial sponsorship) will receive their conference materials and badges upon check-in at their respective hotels.

For security and identification purposes, all participants including media representatives must wear ID badges at all times while in the conference area or attending social functions. Badges are issued in the following colors:

- **Ministers/Senior Government Officials/Conference Participants** – White
- **Exhibitors** – Yellow
- **Security** – Blue
- **Press/Media** – Pink
- **Secretariat Staff** – Orange
- **Special meeting badge issued to participants attending a single-day activity/workshop** – Green

Participants are advised not to leave any luggage or valuables in the meeting rooms. Should participants encounter any security problem, please notify the security officer at D-301.

## Abstracts and List of Participants

Abstracts and provisional list of participants will be distributed in compact disc (CD) as part of the conference kit. A final list of participants will be posted on the Congress website one week after the conference.

## Opening Ceremony

The Opening of the International Conference will start at 9:00 AM on 23 November at the Plenary Hall. Participants are requested to be seated by 8:45 AM. All participants must wear their ID badges.

## Opening of Exhibit (Reception Hall)

The Exhibit will open at 12:00 Noon on 23 November with a ribbon-cutting ceremony. Exhibitors are requested to be manning their booths by 11:00 AM.

## Workshop Sessions

Workshop sessions will be held at the Delegation Building of the PICC. There will be Plenary and Theme keynotes daily at 8:30 AM at the **Summit C & D, 4th Floor, Delegation Building**. A schedule of activities and map of the Delegation Building and meeting rooms may be found in the International Conference Programme included in your Conference kit.

## Poster Sessions

Posters on various experiences, good practices and advanced research on coastal and ocean management and development will be presented during the Poster Session from 2:30 – 6:30 PM on 23 November at the Mezzanine of the Reception Hall (Exhibition Area). Poster presenters are given 5-10 minutes to explain their posters, followed by an open forum.

## Photo Display

Winning photos and finalists to the EAS Congress photo contest will also be on display at the Mezzanine of the Reception Hall.

## Meeting Hours

Daily meeting hours are from 9:00 AM to 6:30 PM. If sessions or special meetings extending beyond 7:00PM are planned, please inform the Secretariat in advance so that appropriate arrangements may be made with venue management.

Any changes in the program will be communicated on the bulletin boards located on each floor of the meeting rooms.

## Hotels

Rooms in the 12 conference hotels have been blocked off for the participants. If you have not reserved your hotel room, please complete the hotel reservation form and send it to the Congress Secretariat no later than 31 October 2009. Sponsored participants will be individually advised of their hotel assignments.

## Meals and Other Incidentals

Your hotel rooms include breakfast. Meal stubs for lunches will be provided to participants upon registration. Lunch is served daily at the 5th Floor of the Delegation Building. Morning and afternoon coffee/tea will be served daily in all floors where the meetings are held.

The PICC Cafeteria is open for lunch at minimal cost for those Exhibitors who are not registered as conference participants. Free-flowing coffee is provided daily at the Exhibition area. For more details on the exhibition, please refer to the Exhibitors' guidelines.

## Social Events

Three social events are offered:

1. Welcome Reception on 23 November at Forum Hall 1 & 2, PICC;
2. Partnership Night on 24 November at the Manila Ocean Park; and
3. Farewell Dinner on 27 November at Palacio de Manila.

Programs and invites are included in the conference kits. Other social events are by invitation only.

## Services

- **PowerPoint Presentation Room** – Presenters are requested to submit their PowerPoint presentations at Room #1 inside the registration counter on 22-23 November. A member of the Secretariat will be available to assist and receive your PowerPoint presentations. The room is provided with a laptop equipped with PowerPoint, projector and screen.
- **Internet Lounge** – Computers and free wireless internet access may be found outside of the Banquet Rooms, 2nd Floor Delegation Building and Ground Floor, Reception Hall (Exhibition Area).
- **Secretariat** – The Secretariat is located in room D-301, Delegation Building. Please visit the Secretariat if you need work space for organizers, Technical Working Committees, Theme and Workshop Chairs and Co-Chairs, Panelists, Moderators and Rapporteurs or general assistance and enquiries.
- **Tactical Operations Room** – Medical services, security and media desk are located in D-301.
- **Daily Shuttle** – The following hotels provide morning shuttle service to PICC: Traders Hotel, Diamond Hotel, Pan Pacific Hotel and The Heritage Hotel. The shuttle schedule will be posted at the lobby of these hotels. For other hotels, the host country and Congress co-organizer will make buses available from 7:15 to 8:30 AM to transfer participants to PICC. If you miss the morning daily shuttle, please contact the Congress Help Desk of your hotel to get a taxi. The Sofitel Philippine Plaza Hotel and Traders Hotel are within walking distance to the PICC.

## Hotel and Airport Transfers

The Congress Secretariat will arrange hotel and airport transfers for Ministers and Senior Government Officials and Plenary Keynote Speakers. Other participants may arrange transfers with hotels. Airport metered taxis are also easily available just as you exit the airport. Fare ranges from PhP400-500 (approximately USD8-10). Congress Help Desks at both Terminals 1 (NAIA) and 2 (Centennial) of the Manila International Airport will be available to provide general assistance to Congress participants.

## Congress Field Trip/Post-Congress Tours

The Congress Secretariat is arranging for field trips to various sites like Batangas, Bataan, Cavite, Manila City Tour and Shopping. Interested participants are requested to confirm their participation by 13 November. Details on the field trip options may be accessed online at [www.pemsea.org/eascongress](http://www.pemsea.org/eascongress).

Participants interested in post-conference sightseeing tours or visiting tourism spots may proceed to the booth managed by the Department of Tourism located at the Exhibition Hall.

## Congress Secretariat

For inquiries and assistance, please contact:

**The East Asian Seas (EAS) Congress 2009 Secretariat**  
PEMSEA Resource Facility  
PEMSEA Office Building  
DENR Compound, Visayas Avnue  
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