



## **40<sup>th</sup> PACIFIC MARITIME TRANSPORT ALLIANCE (PMTA) CONFERENCE**

*"To Improve Ports Productivity and Market Challenges"*

**File:** **PRO 135/2/6/1**

**Date:** 08th March 2015

**To:** To Regular members of Pacific Maritime Transport Alliance, PMTA.

In American Samoa, Australia, Cook Islands, Federated States of Micronesia, Fiji, French Polynesia, Guam, Kiribati, Marshall Islands, Nauru, New Caledonia, Niue, Northern Marianas, Palau, Papua New Guinea, Samoa, Solomon Islands, Tonga, Tuvalu, Vanuatu

and

Associate members: Australia, New Zealand, PNG, Fiji, Vanuatu, Canada, Samoa

cc: Invited Observers

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**Subject: 40<sup>th</sup> CONFERENCE of PACIFIC MARITIME TRANSPORT ALLIANCE (PMTA)  
PORTS COMMITTEE**

*"To Improve Ports Productivity and Market Challenges"*

**14th September - 17th September 2015, Port Moresby, Papua New Guinea**

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Each year, a host country is selected from the Pacific Maritime Transport Alliance (PMTA) member countries to host the annual conference. The 39<sup>th</sup> Conference of PMTA was hosted by the Government of Niue from the 28<sup>th</sup> of October - 1<sup>st</sup> November 2014. PNG Ports Corporation Limited (PNGPCL) is pleased and honoured to have this opportunity to host the 40<sup>th</sup> PMTA Conference for 2015.

This year the conference shall be held in Port Moresby, Papua New Guinea, from the 14<sup>th</sup> to the 17<sup>th</sup> of September, 2015. We have selected the Crowne Plaza Hotel as the host venue for this conference.

### **MAIN OBJECTIVE OF THE CONFERENCE**

- To promote regional cooperation, friendship and understanding between member ports and port users through mutual alliances and the exchange of knowledge as well as the dissemination of information useful to port owners, operators and users of port services.
- The promotion of measures to increase efficiency and safety and to facilitate the harmonious development of ports in the Pacific region.

#### **PMTA SECRETARIAT AND TREASURY**

**Transport Programme, Economic Development Division, Secretariat of the Pacific Community  
Private Mail Bag, Suva, Fiji Islands**

**Phone: (679) 303 0733 ext 35296**

**Fax: (679) 337 0146**

**Email: [pmta@spc.int](mailto:pmta@spc.int)**



## **40<sup>th</sup> PACIFIC MARITIME TRANSPORT ALLIANCE (PMTA) CONFERENCE**

*"To Improve Ports Productivity and Market Challenges"*

### **INVITATION**

The 40<sup>th</sup> Conference is expected to attract about 80 participants from 26 members as well as 22 Associate members from various transport sectors in the Pacific.

The Pacific Maritime Transport Alliance (PMTA) in conjunction with Secretariat of the Pacific Community Economic Development Division and host country Papua New Guinea is therefore delighted and pleased to cordially extend an invitation for you and your delegates to attend the 40<sup>th</sup> PMTA Ports Committee Conference. There will be exciting and challenging discussion topics scheduled covering various maritime port and transport issues as well as the many challenges we are faced with in the global maritime port and transport industry.

It also provides an opportunity for port members from Pacific countries and territories to share ideas enhance understanding and promote cooperative approaches to the achievement of conference outcomes.

There is a good range of accommodation options to suit most needs and budgets. There is an excellent full-service hotel with an international hotel style setting. All service expectations are covered. Some accommodation providers have pools, many have air conditioning, most have views, some even include rental cars with their rates.

### **PARTICIPATION**

PMTA members and port authority delegates attending the conference are required to cover own costs. But rest assured that the costs that you will incur to attend the conference will be a worthwhile investment based on the discussion topics at the conference to be released in due course plus building your own intelligent maritime networking.

In order that the necessary administrative arrangements are completed in good time, it would be appreciated if PMTA regular and associate members could indicate their attendance by e-mail by the 20th of July 2015 and number of delegates attending.

Observers may apply to attend and upon approval by the PMTA Executive Committee and subject to payment of the registration fee.

We will forward the Registration Form for completion and you are asked to return the complete form **at the latest by 31st July 2015** to fax number +679 337 0146 or email: [sitalingip@spc.int](mailto:sitalingip@spc.int) copied to [BernedineB@spc.int](mailto:BernedineB@spc.int) ; [40PMTA@pngports.com.pg](mailto:40PMTA@pngports.com.pg); [bim.tou@ports.co.ck](mailto:bim.tou@ports.co.ck);



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### **DATE AND VENUE**

The PMTA 40<sup>th</sup> Conference will be held at the Crowne Plaza, Port Moresby, Papua New Guinea. The conference proper will commence on Monday 14th September and close on Thursday 17th of September 2015.

Evening social functions and events will be held and venues will be advised in the formal provisional agenda.

### **AGENDA**

A formal provisional agenda is to be forwarded in due course no later than 20 August 2015 and any amended versions will be distributed prior to the meeting.

### **REGISTRATION**

The Secretariat in conjunction with PNG Ports Corporation will have a help desk available at the Crowne Plaza Hotel for registration and provide assistance to the delegates.

Further information will be provided for registration fee in due course.

### **LANGUAGE**

The conference will be conducted in **English** only.

### **VISA REQUIREMENTS**

There is Papua New Guinea visa requirement for some Pacific Island Countries and Territories may require visa for transit travel through Nadi, Fiji or other point of exit to get to Port Moresby, Papua New Guinea.

We will also advise the local Immigration Authorities in regards to the Pacific Ports Conference and your attendance for ease of comfort.

### **INSURANCE**

PNG Ports Corporation and PMTA **do not** insure participants while attending conference or during travel to and from meetings and will not be responsible for expenses arising from sickness, injury or other disability or loss of life. We are sure your travel abroad is already covered in your Ports business insurance policies or by travel insurance.



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### **INTERNET ACCESS**

Internet access is readily available for the duration of the conference sessions through Wi-Fi in the conference and most accommodation properties provide this free. Delegates are expected to have their own access to a laptop with wireless link enabled.

### **OFFICE FACILITIES AND GENERAL ASSISTANCE**

There is a Secretariat office at the conference venue. Photocopying, typing, telephone, fax and general assistance related to the conference can be arranged by contacting this office. A PNGPCL liaison officer will also be on site to facilitate any other information/requirements as needed or ask at the helpdesk at the conference venue.

### **TELECOMMUNICATIONS**

Telephone, fax and internet facilities are available as advised above. Charges for all telephone calls, faxes and internet use are the responsibility of the delegates incurring them.

### **WORKING PROCEDURES**

#### **Chair and Vice Chair for Conference:**

The Chair for the conference will be PMTA President as per the PMTA Constitution. A Governing Council member will assist as Vice-Chair to facilitate discussions and other aspects of the conference as required in the absence of the Chair.

#### **Meeting Proceedings:**

Detailed proceedings are to be advised at a later date

### **MEETING DOCUMENTS AND PRESENTATIONS**

All conference papers and presentations will be made available upon receipt by the Secretariat on the PMTA website and delegates can download them from the following URL: <http://www.spc.int/edd/en/pmta>.

Each delegate from member ports, associate members and organizations will be provided with a folder containing all conference documents during registration and a flash drive with all conference papers and presentations after the conference provided their registration fees have been paid in full.



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### LOGISTICS

#### Refreshment:

Morning tea, lunch and afternoon tea will be provided at the venue during conference days only.

#### Accommodation:

Accommodation for the 40th PMTA conference is \*conditionally catered for by the host, PNGPCL provided that delegates/participants utilise flights listed below.

#### Local Transport:

Rental car are available for rental at an average daily rate of PGK250 to K800 respectively. There are also notable Taxi service in Port Moresby. For more information, please enquire at the helpdesk.

#### Airport transfers:

Crowne Plaza Hotel provides complimentary airport transfers but if this cannot be arranged, please advise Sitalingi Payne (sitalingip@spc.int) or 40PMTA@pngports.com.pg from PNGPCL to ensure that we are available to meet you on arrival.

#### Travel:

Air Niugini has flights to Nadi and flies from Port Moresby on Friday's and leaves Nadi to Port Moresby on Saturday's. Please note that the on the dates listed below, Air Niugini will be sending a larger aircraft to cater for the delegates. You will be duly advised if Air Niugini will be offering special fares for this occasion.

The following weekly flight schedules are attached for your information and you can arrange booking online.

Flight	Depart	Time	Arrives	Date	Time
PX085	Saturday, 12SEP15	0800 hours	POM	Saturday, 12SEP15	1210 hours
PX084	Friday, 18SEP15	1000 hours	Nadi	Friday, 18SEP15	1810 hours

\*Accommodation for Delegates/Participants on this flights are catered for by the host, PNGPCL

### DRESS CODE, SECURITY AND CONDUCT

#### Dress Code:

The Secretariat and PMTA encourages delegates to the conference to wear modest and appropriate attire. Suit and ties are entirely optional.

#### Security and access to conference rooms:

The conference is open to registered delegates and observers. Name tags will be issued to all participants who have registered. Name tags should be worn at all times to allow ease of entry to conference facilities, including the official functions.



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### **Harassment:**

The PMTA members in conjunction with PNGPCL attending the conference are subject to a number of organisational policies, including one concerning harassment. Complaints of harassment by hotel staff or visitors will be dealt with by the Secretariat in line with procedures set out in its policies and according to the severity of the complaint.

Harassment, as defined in the Harassment Policy is "any form of behaviour that is unwelcome, unsolicited and unreciprocated, or that makes the workplace unpleasant, humiliating or intimidating for the person who is the target of that behaviour. SPC recognises that harassment is an issue of power and control. Harassment as used in this policy includes, but is not limited to, offensive behaviour on the basis of gender and sex, marital/relationship status, ethnicity, religion, age or disability. Sexual harassment requires particular attention because of its sensitive and highly personal nature, and its potential to constitute a criminal offence."

### **Non-smoking policy:**

PNGPCL encourages healthy lifestyles. The conference venue including offices, conference rooms as well as open spaces are strictly non-smoking. However, participants needing to smoke may do so in dedicated smoking zones to be advised soon.

Please note that flower gardens and pot plants do not substitute as ashtrays and delegates are requested to dispose of their cigarette butts and rubbish in appropriate bins.

## **USEFUL INFORMATION**

### **Medical:**

PNGPCL will ensure that there is 24hour medical presence throughout the duration of the conference for delegates requiring medical assistance. You will be advised of the extension number and mobile number to call should you require medical assistance.

### **Currency:**

Papua New Guinea uses PNG Kina and there should be a Bank South Pacific fx dealer at the international departure lounge in Nadi and also upon arrival here in Port Moresby. It would be advisable to change your money readily at the airports to avoid any inconvenience. VISA and MasterCard's credit-cards can be used at most retailers but will incur surcharges ranging from 3% - 5%. PNGPCL's Liaison Officer and the Secretariat staff would be happy to provide further information and assistance.

### **Power Supply:**

Papua New Guinea use 'three-pin plugs' similar to AUS/NZ /Fiji adapters with 3 pin and the standard Voltage is 230-240V at 50Hz phase.



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### Climate:

At 9° south of the equator, tropical Port Moresby is never cold and has only two seasons– wet, from December to May, and dry, from June to November. It has an average annual temperature of 29° Celsius and a medium humidity that sometimes peaks at 98%. Average rainfall is 102 cm's per annum, and it rains about 120 days per year.

	J	F	M	A	M	J	J	A	S	O	N	D
Ave. Max. C°	32	31	30	30	30	29	28	28	29	30	31	32
Ave. Min. C°	25	25	25	25	24	24	24	24	24	25	25	25

### Restaurants:

If you want to eat out, please feel free to enquire at your helpdesk and the hotel's reception or read the Port Moresby Tourism Information Booklet distributed on your arrival for some great options.

### Tourism information:

Please visit Papua New Guinea's Tourism site [WWW.tpa.papuanewguinea.travel](http://WWW.tpa.papuanewguinea.travel) to learn more information about Papua New Guinea and feel free to enquire about accommodation, rentals and activities that Port Moresby has to offer.

### Contact persons during the week:

1. For further information about the meeting and arrangements, please contact the following personnel

Contact Person	Position	Telephone	Email
Helen Rupa	Executive Assistant to Chief Infrastructure Officer	+ 675 3084200 ext.262 M: +675 76524117 (Bemobile) +675 71103682 (Digicel)	Helen.Rupa@pngports.com.pg
Sitalingi Payne	Maritime Ports Advisor Secretariat of the Pacific Community Economic Development Division Suva, Fiji Islands	+679 337 9296	sitalingip@spc.int