



**Regional Radiocommunication Seminar 2016 for Asia & Pacific
(RRS-16-Asia & Pacific)
Apia, Samoa
19-23 September 2016**

INFORMATION NOTE

A. THE MEETING VENUE

1. Venue

Tui Atua Tupua Tamasese Efi (“TATTE”) Convention Center
Apia
Independent State of Samoa (“Samoa”)

2. Local contact person (focal point from Host)

Organisation:	Office of the Regulator (“OOTR”)	
Contact Details:	+685 30282	
Name:	Mr Eteuati. Eteuati	Ms Cecily Fa’asau
Position:	Principal Technical Officer	Legal Counsel
Email:	eeteuati@regulator.gov.ws	cf@regulator.gov.ws

3. Accommodation and Hotel Reservation

List of Accredited Hotels and contact information:

<p>AMANAKI HOTEL</p> <p>CONTACT DETAILS</p> <p> +685 27889</p> <p> contact@amanakihotel.com</p> <p> http://www.amanakihotel.com</p>	<p>APIA CENTRAL HOTEL</p> <p>CONTACT DETAILS</p> <p> +685 20782</p> <p> info@apiacentralhotel.com</p> <p> http://www.apiacentralhotel.com/</p>
<p>HOTEL ELISA</p> <p>CONTACT DETAILS</p> <p> +685 21116</p> <p> reservations@hotelelisa.ws</p> <p> http://www.hotelelisasamoa.com/</p>	<p>HOTEL MILLENIA</p> <p>CONTACT DETAILS</p> <p> +685 28286</p> <p> info@hotelmillenasamoa.com</p> <p> http://www.hotelmillenasamoa.com</p>



<p>TANOA TUSITALA HOTEL</p> <p>CONTACT DETAILS</p> <p> +685 21122</p> <p> tusitala@tanoahotels.com</p> <p> http://www.tanoatusitala.com/</p>	<p>SAMOA MARINA HOTEL</p> <p>CONTACT DETAILS</p> <p> +685 27550</p> <p> samoamarinahotel@gmail.com</p> <p> http://www.samoamarinahotel.ws/</p>
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We recommend that for convenience delegates stay at the selected hotels which are close to the venue.

4. Flights and ground transportation

The international airport in Samoa is called Faleolo International Airport which is located approximately 40 kilometres (25 miles) west of Apia.

Arrivals/Departures – Host will organise pick up from Airport to hotel/hotel to Airport. Delegates are required to send their flight itinerary (flight no; time, date and name(s)) to the noted local contacts Mr Eteuati and Ms Fa’asau no later than Monday 12 September 2016.

Meeting times, functions – pickup from recommended hotel to Venue will be organised by the host if required, including transportation for emergency needs.

Alternatively, the fare from Faleolo Airport to the Capital Apia (where most of the listed hotels are located) ranges from 50-60 depending on service utilised.

5. Meal Arrangements

Breakfast	Most of the recommended hotels provide complimentary Breakfast.
Lunch	Lunch, morning and afternoon coffee breaks will be provided for all delegates on the seminar days i.e. from Monday 19 September to Friday 23 September.
Dinner	Generally, participants will be required to make their own arrangements for dinner.

B. GENERAL INFORMATION

1. Visa formalities

All delegates must:

- Have a return or onward ticket;
- Possess a passport valid for a minimum of six (6) months after the intended date of departure from Samoa;
- Have a valid visa or permit for entry into the country to which they will travel from Samoa.

For further information please refer to the following website:

<http://www.samoaimmigration.gov.ws/VisitorServices/EntryRequirements/tabid/6858/language/en-US/Default.aspx>

To ensure that delegates do not have problems at the border please hand carry a copy of the letter of invitation from ITU for the RRS Asia & Pacific 2016.

2. Health regulations

All incoming travellers to Samoa are advised to fill in the Special Health Declaration Form in-flight before arrival. Entry requirements provide that the traveller must not have health problems that would pose a risk to Samoa.

3. Language

English is the official language in Samoa.

4. Measuring System

The official measuring system in Samoa is the International Metric System.

5. Driving in Samoa

In Samoa, vehicles drive on the left side of the road.

6. Electricity supply

Samoa the standard voltage is 230 V. The standard frequency is 50 Hz. The power sockets that are used are of Type I. Below you find pictures of these power sockets and corresponding plugs.



In Samoa the power sockets used are of type I:

Your need for a power plug adapter depends on the country you live in.

7. Climate

Samoa's weather is warm and tropical all year round, with two distinct seasons – the dry season running from May to October and the wet season from November to April. Samoa's climate is hot and humid with an average daily temperature of 29 degrees Celsius and ocean temperature in the low 20s.

8. Currency

The Samoan Tala is the currency of Samoa. The [currency code](#) for Tala is WST, and the [currency symbol](#) is \$.

Pictures of Samoa's Bills and Coins:

<p>\$5 tala</p> <p>The front of the \$5 tala bank note reflects the increasing importance of our limited pristine beach resources to the development of Samoa's main economic driver - the tourism industry. The reverse portrays the Vailima residence of author Robert Louis Stevenson or Tusitala (Teller of Tales) as he was known in Samoa.</p>	 <p>\$10 tala</p> <p>The \$10 tala bank note commemorates sports and education in Samoa. The front features Samoa's rugby sevens team's triumphant victory, crowned champions at the IRB Hong Kong Sevens in 2007. The reverse features Samoan children on their way to school. They are seen as the future of our proud nation.</p>
<p>\$20 tala</p> <p>The front of the \$20 tala bank note features a beautiful waterfall. The reverse features our national bird, the Manumea, and Samoa's national flower, the Teuila. These images portray the diversity and beauty of Samoa's natural environment to protect and treasure for generations to enjoy.</p>	 <p>\$50 tala</p> <p>The \$50 tala bank note depicts political and economic maturity and stability. The front side of the bank note features the Government complex at Matagalalua, while the reverse side of the bank note features the Central Bank of Samoa.</p>
<p>\$100 tala</p> <p>The \$100 tala bank note commemorates the life of the late Malietoa Tanumafili II, Head of State of Samoa from 1962 to 2007. The reverse side features the Mulivai Catholic Cathedral, one of the nation's oldest churches. It is a significant historical symbol of Christianity in Samoa, representing the people's strong religious beliefs.</p>	<p>2011 Coins</p>  <p>In 2011, Samoa introduced new circulation coins – one and two tala, plus 10, 20 and 50 sene. The five coins represent the history and culture of Samoa and feature Samoa's cultural treasures – the Fautasi Race, Manumea Bird, Teuila Flower, Kava Bowl and the Official National Emblem. The obverse of these coins depicts the effigy of His Royal Highness Tui-Atua Tupua Tamasese Efi.</p> <p>The ONE TALA and TWO TALA is actually gold in colour and not silver as depicted here.</p>

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 Savai'i in major hotels, resorts and supermarkets and accept the following cards – Visa, MasterCard, Cirrus, Amex, JCB & Plus Cards and Access International Debit Card.

9. Shopping - Value Added Tax (VAT)

The current VAGST rate on goods and service in Samoa is 15%. The prices displayed in stores usually include this tax, unless otherwise stated.

10. Business hours

Banks:

ANZ and Bank South Pacific are the two international banks found in Samoa. Both have branches at the international airport, in Apia and at Salelologa on Savai'i. National Bank of Samoa and Samoa Commercial Bank provide services, currency exchange and ATMs.

ATMs are located in and around Apia and on the island of Savai'i. Travellers can use credit cards on the machines but you are required to have a PIN number to withdraw cash.

ANZ Bank: Open Monday to Wednesday 9am-3.30pm Thursday & Friday 9am-4pm. ANZ Currency Express on Beach Road is open for International/foreign Currency transactions Monday to Friday 9am-5pm and Saturdays 8am-1pm.

ANZ Salelologa, Savaii is open Monday to Friday 8.30am-3pm and Saturday 8.30am -12.00 noon.

Beach Road, ph 69999

Bank of South Pacific: Open Monday-Wednesday 9am-3pm, Thursday & Friday 9.00am-4pm and on Saturday 9am-11am for international & money gram services. The Vaitele Branch is open 9.30am-3pm Monday to Friday.

Beach Road, ph 26019

National Bank: Open Monday-Friday 9am-3pm and on Saturday the branches at Fugalei Market and Tamaligi open 8.30am-12.30pm and the main office is open for international and foreign exchange only from 8.30am-12.30pm.

Cnr Beach Road & Vaea Street, ph 20000

Samoa Commercial Bank: Open Monday – Wednesday 9am-3.30pm, Thursday & Friday 9.00am-4.00pm and on Saturday 8.30am-12pm.

Beach Road, Matafele, ph 31233



Business Hours:

Government offices and shops usually open from 9am–5pm. Saturday shopping hours are from 8am–12.30pm.

Shops:

Generally, from Monday to Friday 8am -5pm, Saturday from 8am to 12.30 pm. *(however there are certain shops that open round the clock)*

Cafes, patisseries and pizzerias:

Generally, from Monday to Friday 8am – 5pm *(depending on which Café, some remain open until 10.00pm)*

Restaurants:

Lunch is usually served from 11am and dinner from 6.00pm. Some fast-food establishments are open round the clock.

11. Tipping

Tipping is not practised or expected in Samoa. However, if a guest wishes to leave a gift for good service then you are welcome to do so directly with the employee or the hotel reception.

12. Time Zone

In 2011, Samoa changed time zone, moving west of the dateline. This puts Samoa 12 hours ahead of Greenwich Mean Time.

13. Mobile Phones

There are two main telecommunications providers in Samoa: **Bluesky (Samoa) Limited** and **Digicel (Samoa) Limited**. Both providers offer extensive coverage.

Prepaid SIM cards are available at Faleolo International Airport and at outlets in Apia.

14. Other useful information

You can find further information on Samoa on the following Web page:

<http://www.samoa.travel/page/practical-information>