



**Telecommunication  
Development Bureau (BDT)**

Ref.: BDT/PRI/TND/DM/025 Geneva, 21 March 2011

Contact: Mr. István Bozsóki ICB4PAC Project Country Focal Points,  
Senior Engineer Regulators, and other Stakeholders  
Spectrum management  
ITU-BDT/PRI/TND

Telephone: +41 22 730 6347

Telefax: +41 22 730 5484

E-mail: [tnd@itu.int](mailto:tnd@itu.int)

Subject: **ITU-ANFR Workshops for Spectrum Management in the Pacific Island,  
Nouméa, New Caledonia, 11-15 April 2011**

Dear Sir/Madam,

The International Telecommunication Union (ITU) is pleased to invite your organisation to the Spectrum Management Workshop which will take place in Nouméa, New Caledonia, from 11 to 15 April 2011. This event is taking place in parallel with the PITA 15<sup>th</sup> Annual General Meeting & Tradeshow 2011 and is co-organised with the Agence Nationale des fréquences (ANFR), the support of the Pacific Islands Telecommunications Association (PITA) and funding of the ICB4PAC project.

The objective of the workshop is to promote cooperation and exchange of experience on spectrum usage and on the organisation and practices of spectrum management in the South Pacific Region. Particular emphasis will be given to the regulatory aspects, practical cases, and hands-on practice with a view to provide an in-depth understanding of planning, management and monitoring of spectrum, which are essential activities for the development of telecommunications.

Mr. Thomas Schmidt from ANFR, is currently preparing the relevant information that will be transmitted to your Administrations in due time. He can be contacted directly, in case you require any further clarification or additional information concerning this workshop. (E-mail: [schmidt@anfr.nc](mailto:schmidt@anfr.nc) Tel.:+687 25 62 62).

The preliminary agenda, Fellowship Application Form and Registration Information are enclosed. The number of participants is limited to 24 in total and no more than two representatives per country. The ICB4PAC project funded by the European Union will provide one Fellowship per ACP country. Registration should be returned no later than 25<sup>th</sup> March 2011.

I look forward to your participation in this workshop to strengthen the relations among the countries of the South Pacific Region on spectrum management.

Yours faithfully,

[Original signed]

Brahima Sanou  
Director

Cc: Mr. François Rancy  
Director Radiocommunication Bureau

Annex: I - Preliminary Agenda,

Annex: II - Fellowship Application Form

Annex: III - Registration Information



## **Annex I – PRELIMINARY AGENDA**

### **Monday 11 April, 2011 (ANFR + ITU)**

- 09:00            Opening of the workshop
- Welcome and introductory remarks
- 09:15            Introduction of the speakers - Outline of the workshop programme
- Presentation and expectations of the participants - Outline of the day agenda
- 09:45            Regulatory Framework: International Regulations (BR)**
- 10:30            *Break*
- 10:45            Spectrum Management: ITU Spectrum Management Framework (BR)**
- 11:30            Spectrum management: BDT activities (BDT)**
- 12:30            *Lunch*
- 14:00            Spectrum Planning: The National Table of Frequency Bands Allocation (ANFR/ITU)**
- 14:30            Spectrum Planning: The Redeployment Fund (ANFR)**
- 15:00            Spectrum Planning: Regional harmonization (ANFR/BR)**
- 15:30            Open discussion and concluding remarks
- 15:45            *End of day 1*



- 11:00**            **Spectrum Monitoring: Maritime Inspections (ANFR)**
- 11:45**            **Spectrum Monitoring: Radio equipment type approval and Market Surveillance, Public Exposure to Electromagnetic Fields (ANFR)**
- 12:30*            *Lunch*
- 14:00**            **GE-06 Agreement (BR)**
- 14:45**            **Transition from Analogue to Digital Terrestrial Television Broadcasting (ITU/GIP)**
- 15:30*            *Break*
- 15:45**            **Digital Dividend Policy and case studies (ANFR/GIP)**
- 16:45            Open discussion on all the subjects of the Workshop
- 17:00*            *End of day 4*

**Friday 15 April, 2011**

- 09:00            Outline of the day agenda
- 09:15**            **Spectrum Management: Coordination of Terrestrial Earth Stations (ANFR)**
- 10:30*            *Break*
- 10:45**            **Cross-border frequency coordination (ANFR + ITU)**
- 11:45**            **Workshop Debriefing and Concluding Remarks**  
(Evaluation form to be filled in by the participants)  
A certificate of attendance will be given to the participants.
- 12:30*            *End of day 5 – End of the workshop*

**Annex II – FELLOWSHIP APPLICATION FORM**

	<p>ITU-ANFR Workshops for Spectrum Management in the South-Pacific Region</p> <p>Nauméa, New-Caledonia</p> <p>11-15 April 2011</p>	
---	--	---

Please return to: **Planning, Budget and Administration (PBA)**  
ITU/BDT, Geneva (Switzerland)

E-mail : [bdtfellowships@itu.int](mailto:bdtfellowships@itu.int)  
Tel: +41 22 730 5487 / 5095  
Fax: +41 22 730 5778

**Request for a fellowship to be submitted before (25 March 2011)**

Participation of women is encouraged

Country _____
Name of the Administration or Organization _____
Mr. / Ms. _____ (family name) _____ (given name)
Title _____
Address _____ _____
Tel.: _____ Fax _____
e-mail _____
<b>PASSPORT INFORMATION :</b>
Date of birth _____
Nationality _____ Passport number _____
Date of issue _____ In (place) _____ Valid until (date) _____
<b>CONDITIONS</b>
1. One fellowship per distribution list.
2. One return ECO class air ticket by the most direct/economical route.
3. A daily allowance to cover accommodation, meals and incidental expense
4. Imperative that fellows be present during the whole workshop.
Signature of fellowship candidate _____ Date _____
<b>TO VALIDATE FELLOWSHIP REQUEST, NAME AND SIGNATURE OF CERTIFYING OFFICIAL DESIGNATING PARTICIPANT MUST BE COMPLETED BELOW WITH OFFICIAL STAMP.</b>
Signature: _____ Date: _____

### **Annex III – REGISTRATION INFORMATION**

1. Registration: All registrations for the workshops are done on line. Please click on this link <http://www.pita.org.fj/index.cfm?action=events&cmd=view&id=B9C6CB42-1A64-2584-D8A507612B4F03F2>

and complete the registration form.

Should you have any problems, please contact Mr. Thomas Schmidt at [schmidt@anfr.nc](mailto:schmidt@anfr.nc)

Registration will also be conducted at the venue from 8:00 to 8:45 am from 11 to 13 March 2011.

2. Name Badges & Admittance: Name badges will be available at the Registration Desk during registration. Name Badges are required for access to the meeting venue.

## **Pacific Islands Telecommunications Association**

**ANFR-ITU Spectrum Management Workshop 2011**

**Venue: The Meridien Hotel Noumea – New Caledonia**  
**Date: 11-15 April 2011**

The ANFR- ITU Spectrum Management Workshop will be hosted by OPT New Caledonia and be held from the 11<sup>th</sup> to 15<sup>th</sup> of April 2011 at **Le Méridien Noumea Hotel**.

All Members, Associated Members and Government members are welcome and should register attendance by completing the Registration Form available at [www.pita.org.fj](http://www.pita.org.fj).

### **1. HOTEL INFORMATION**

All Participants are required to do own booking.

Preferred hotel booking to the Meridien Hotel Noumea, with special conference rates, use code **“PITA: APRIL 2011”**.

Use code **“CORPORATE RATES OPT”** for bookings to other hotels.

All rates are quoted in Pacific francs (XPF) currencies.

As of February 23rd, 2011, the current exchange rates were:

1.00 FJD = 47.2056 XPF

1.00 AUD = 86.7026 XPF

1.00 NZD = 64.9924 XPF

1.00 USD = 86.4674 XPF

For easier money converter see <http://www.oanda.com/lang/fr/currency/converter/>

❖ **VENUE**

**Le Méridien Noumea Hotel**

Tel: +687 26 50 00

Fax: +687 26 50 03

Email: [Le.meridien@lemeridien.nc](mailto:Le.meridien@lemeridien.nc)

WEBSITE URL: [www.lemeridien.com/noumea](http://www.lemeridien.com/noumea)

All of PITA activities will be held in this hotel.

.... **Rooms** have been pre booked for PITA

a) **Rooms rates:**

<b>Room category</b>	<b>Rate per night HOT included*</b>	<b>Buffet breakfast</b>
<b>Standard &amp; Superior room (twin or double room)</b> (42 m <sup>2</sup> + balcony)	13 500 XPF	Included
<b>Junior Suite</b> (84 m <sup>2</sup> + balcony)	28 500 XPF	Included
<b>Diplomatic Suite</b> (106 m <sup>2</sup> + balcony)	58 500 XPF	Included
<b>Presidential Suite</b> (210 m <sup>2</sup> + large balcony)	83 500 XPF	Included

\* *Hotel Occupancy Tax: 1 000 XPF per night.*

Price includes:

- Buffet breakfast at restaurant Le Sextant
- Wireless High Speed Internet Access in All Guest Room & public areas
- Express private registration
- Free access to health club, sauna, steam room outdoor pool
- Free access to nautical equipment (non motorised)
- Free entrance to Noumea Casino with a 500 XPF casino chip & a welcome drink
- 20,000 Starwood Preferred Planner points per event



Early check-in/Late check-out (full night) 9 000 XPF

Extra fees

Extra charges for lagoon view room + 3 000 XPF

A price supplement applies for a third person if over 12 years of age. + 7 900 XPF

**Note:** Triple occupancy is only available in king-size bedded room, on request & subject to availability.

**b) Hotel policy**

Guests must show current government-issued proof of identity at the time of check-in.

Photo identification and credit card or cash deposit are required at check-in for incidental charges.

Special requests are subject to availability upon check-in and may incur additional charges. Special requests cannot be guaranteed.

**c) Distance from Airports to the Hotel**

-Primary airport - Tontouta International Airport (NOU)

- Distance from hotel - 52 km - 32 miles -45 minutes
- Direction from airport – North-west

-Secondary airport - Magenta Domestic Airport (GEA)

- Distance from hotel - 10 km - 6 miles - 15 minutes
- Direction from airport - East

❖ **ALTERNATE HOTELS IN VICINITY AREA**

1. **Nouvata Park Hotel Complex** – (1.3 km from Le Méridien – 3 mins by taxi approx 700 XPF one way)

Overview:

The Nouvata Park Complex is made up of three hotels surrounding the largest swimming pool in New Caledonia. The hotels include the three star *Park Hotel* (now called Le Parc), the two star *Pacifique hotel*, and the three star *Nouvata hotel*.

**Note:** Please note that Nouvata Hotel is closed for renovation until 1<sup>st</sup> May 2011.

- Pacifique Hotel – Area: 25m<sup>2</sup>

Room category	Rate per night HOT included*
Standard pool view (Double)	8 200 XPF
Standard lagoon view (Double)	8 200 XPF

\* Hotel Occupancy Tax: 350 XPF per night

- Park Hotel – Area: 48m<sup>2</sup>

Room category	Rate per night HOT included*
Standard pool view (Double)	10 200 XPF
Standard lagoon view (Double)	10 200 XPF

\* Hotel Occupancy Tax: 600 XPF per night

A price supplement applies for a 3<sup>rd</sup> person: 3 000 XPF.

American buffet breakfast	2 000 XPF
Express breakfast (1 hot drink, 1 fruit juice, 1 pastry, toast, bread, butter, marmalade)	1 300 XPF

Ph: +687 26 05 16 (reservations)

Fax : +687 26 05 26

Email : [commercial@glphotels.nc](mailto:commercial@glphotels.nc)

Copy : [acom@glphotels.nc](mailto:acom@glphotels.nc)

Website : [www.glphotels.nc](http://www.glphotels.nc)

2. **Ramada Plaza Hotel** – (1.5 kms from Le Méridien – 3 mins by taxi, approx 700 XPF one way)

Room category	Double (but single occupancy rate ) HOT included *	American buffet breakfast
Deluxe – racecourse view (35 m <sup>2</sup> + 10 m <sup>2</sup> balcony)	14 900 XPF	Included
Junior Suite – racecourse/sea view (38 m <sup>2</sup> + 4 m <sup>2</sup> balcony)	16 900 XPF	Included
Suite Deluxe – lagoon view (54 m <sup>2</sup> + 22 m <sup>2</sup> balcony)	18 900 XPF	Included

\* Hotel Occupancy Tax: 900 XPF per night

A price supplement applies for a 2<sup>nd</sup> person: 5 900 XPF.

Ph: +687 23 91 03

Fax : +687 23 90 01

Email: [sales2@ramadaplaza-noumea.nc](mailto:sales2@ramadaplaza-noumea.nc)

Copy: [reservation@ramadaplaza-noumea.nc](mailto:reservation@ramadaplaza-noumea.nc).

Website: [www.ramadaplaza-noumea.nc](http://www.ramadaplaza-noumea.nc)

3. **La Promenade Hotel** – (1.7 kms from Le Méridien – 3 mins by taxi, approx 700 XPF one way)

Room category	Rate per night HOT included *
<b>Double room</b> (22 m <sup>2</sup> )	12 500 XPF
<b>Junior Suite</b> (45 m <sup>2</sup> +15 m <sup>2</sup> balcony)	16 900 XPF
<b>Deluxe Suite</b> (65 m <sup>2</sup> +15 m <sup>2</sup> balcony)	19 900 XPF
<b>Superior Deluxe Suite</b> (80 m <sup>2</sup> +15 m <sup>2</sup> balcony)	21 500 XPF
<b>Executive Suite</b> (106 m <sup>2</sup> +22 m <sup>2</sup> balcony)	23 500 XPF
<b>Royal Suite</b> (190 m <sup>2</sup> +20 m <sup>2</sup> balcony)	27 500 XPF

\* Hotel Occupancy Tax: 150 XPF per night

American buffet breakfast	2 000 XPF
---------------------------	-----------

Ph: +687 26 05 16 (reservations)

Fax+687 26 05 26

Email : [commercial@glphotels.nc](mailto:commercial@glphotels.nc)

Copy : [acom@glphotels.nc](mailto:acom@glphotels.nc)

Website : [www.glphotels.nc](http://www.glphotels.nc)

4. **Le Lagon Hotel** – (1.8 kms from Le Méridien - 3 mins by taxi, approx 700 XPF one way)

Room category	Rate per night HOT included*
<b>Studio apartment (Double)</b> (20 m <sup>2</sup> + 6 m <sup>2</sup> balcony)	10 500 XPF
<b>Suite (Double)</b>	13 000 XPF

\* Hotel Occupancy Tax: 600 XPF per night.

A price supplement applies for a 3<sup>rd</sup> person: 4 000 XPF.

4th person: free of charge

Breakfast menu	1 390 XPF
Buffet breakfast	2 390 XPF
Brunch (on Saturdays & Sundays only)	3 190 XPF

Ph: +687 26 12 55

Fax +687 26 12 44

Email : [info@lelagon.nc](mailto:info@lelagon.nc) (information)

Email: [resa@lelagon.nc](mailto:resa@lelagon.nc) (reservation)

Website : [www.lelagon.nc](http://www.lelagon.nc)

5. **Surf Novotel Hotel** – (2.6 kms from Le Méridien - 4 mins by taxi, approx 800 XPF one way)

<b>Room category</b>	<b>Rate per night HOT included*</b>
<b>Standard garden/lagoon view (Double)</b>	8 900 XPF

\* Hotel Occupancy Tax: 600 XPF per night.

Buffet breakfast	1 900 XPF
------------------	-----------

Ph: +687 28 66 88

Fax+687 28 52 23

Email: [reservations.hotelsurf@sofinor.nc](mailto:reservations.hotelsurf@sofinor.nc)

Website : [www.grands-hotels.nc/](http://www.grands-hotels.nc/)

## 2. TRAVEL INFORMATION

### 1. Travel to New Caledonia

New Caledonia is served by major airlines:

- Air Caledonie International in partnership with Qantas and Air New Zealand
- Air Austral

Delegates are advised that Changes in the above may be expected, so check with travel agents and/or airlines.

ARRIVAL in Noumea from	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
AUCKLAND		X		X		X	X
BRISBANE				X		X	X
NANDI			X			X	
OSAKA		X			X		
PAPEETE						X	
PORT VILA		X			X		
SEOUL	X					X	
SYDNEY	X		X	X	X	X	X
TOKYO	X	X		X			X
WALLIS	X						

DEPARTURE from Noumea to	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
AUCKLAND		X		X		X	X
BRISBANE				X		X	X
NANDI	X		X				
OSAKA		X			X		
PAPEETE					X		
PORT VILA		X			X		
SEOUL	X					X	
SYDNEY	X	X	X	X	X	X	X
TOKYO	X		X			X	X
WALLIS						X	

## 2. Transport from Tontouta Airport to Noumea City:

Tontouta is New Caledonia's international airport. It is located approximately 60km away from Noumea City (45 minute drive).

- i) Shuttle bus will be prearranged for transfers and will be stationed outside Arrivals at Tontouta Airport. For pick up from airport, ensure that you email [Amelia@pita.org.fj](mailto:Amelia@pita.org.fj) and [Sylvana.MOHAMED@opt.nc](mailto:Sylvana.MOHAMED@opt.nc).
- ii) Alternatively, approximate taxi fare from airport to Noumea City is about 10 000 XPF.

**Delegates will need to email their flight arrivals and departures details to [Amelia@pita.org.fj](mailto:Amelia@pita.org.fj) and [Sylvana.MOHAMED@opt.nc](mailto:Sylvana.MOHAMED@opt.nc) so that transfers can be pre-arranged accordingly.**

## 3. Visa and Immigration Requirements

All travellers to New Caledonia must have a valid passport for at least three months of the date of arrival. Please check with your travel agents the appropriate visas and documentation necessary for your entry into New Caledonia.

(i) A VISA to enter New Caledonia is compulsory except to holders of passports from the following countries: (Please see attached list of countries requiring visas or not)

- Australia
- Canada
- European Union countries
- Japan
- New Zealand
- USA

(ii) VISA could be applied for at the French Embassies/Consulates situated in Australia (Sydney and Canberra), Fiji (Suva), New Zealand (Auckland and Wellington), Papua New Guinea (Port Moresby) and Vanuatu (Port Vila). Holders of passports from countries where France has diplomatic representation (Embassy/Consulate) and requiring an entry visa into New Caledonia must obtain a valid entry visa before arriving in New Caledonia. That includes Fiji, PNG and Vanuatu passport holders. A visa waiver request cannot be arranged in these cases. Please see attached list of countries list for visa request.

Usefull links:

<http://www.rocket-guide-newcaledonia.com/visas.html>

## 4. Departure Tax

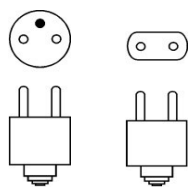
No departure Tax (included in fare).

## 5. Climate

New Caledonia has a tropical climate with April being in its mid season; temperatures ranging between 25-28 degrees Celsius. Cool clothing is advisable.

## 6. Electricity

Electricity voltage is 220 volts with French plug configuration similar to some European countries (see *below*). You are advised to take along your universal adaptor if you are from any other country with dissimilar plug configurations and voltages (e.g. many PICTs, New Zealand, Australia, USA, Japan). Most hotels have adaptors for lending purpose.



## 7. Currency

French Pacific Francs (XPF): fixed parity with the Euro (Euro 1 = XPF 119.332  $\leftrightarrow$  XPF 1 = Euro 0.00830).

Please see exchange rates above in chapter 1 *Hotel information*.

Banks established in Noumea are:

- Comptes Cheques Postaux (OPT New Caledonia's financial service),
- Banque de Nouvelle-Caledonie,
- Banque Caledonienne d'Investissement (Partnership with Bred),
- Banque Nationale de Paris/Paribas,
- Societe Generale Caledonienne de Banque.

They welcome international business.

All OPT branches have an ATM, most of the others banks' too.

Bank branches close to the Meridien hotel:

- Comptes Cheques Postaux (OPT) : 19 rue M. Lacabanne,
- Banque Nationale de Paris/Paribas : 111 Promenade Roger Laroque, Anse Vata (*way along Nouvata Park Royal and Surf Novotel*),
- Banque Caledonienne d'Investissement :
  - a. 20 rue Blaise Pascal – Receiving,
  - b. Commercial Centre of Baie des Citrons,
- Societe Generale Caledonienne de Banque : 103 route de l'Anse Vata (*way along Le Lagon Hotel*).

Major Credit Cards are accepted at hotels.

## 8. Time

Local time in New Caledonia is GMT +11h

## 9. Telecommunications services

Communication services in New Caledonia include fixed line telephony, internet and GSM mobile telephone services.

See OPT NC website (click on English flag) : <http://www.opt.nc/>

New Caledonia IDD Country code +687

Cost of calls – available on telephone directories and on enquiries through Telecom Contact Center free call 1000.

## GSM Mobile

Mobile network is provided by OPT-NC, New Caledonia offers roaming to most of the developed countries including some Pacific Islands. It operates on 900 MHZ.

For those not able to use roaming and prefer purchasing prepaid SIM cards, Starter Packs are available at approx. 5 250 XPF.

### Internet

Internet access will be provided on conference site (wifi and Internet fixed access points).

## 10. About New Caledonia

New Caledonia is known for its natural beauty and tropical climate and more commonly as a resort destination. It is a unique blend of French and Melanesian cultures surrounded by the world's largest lagoon.

For more information please visit web site on New Caledonia:

1. <http://www.sponline.com/nc/anglais/ncen.htm>
2. <http://www.nouvelle-caledonie-tourisme.com/anglais/ncen.htm>

For enquiries or further information, please contact:

NEW CALEDONIA 15<sup>th</sup> PITA AGM organisation committee  
 Email : [pitaagm2011noumea@opt.nc](mailto:pitaagm2011noumea@opt.nc)  
Main contact:  
 Mr Johnny LASIMAN  
 External Relations  
 Ph:+687 26 83 35  
 Fax:+687 28 90 90  
 Mobile: +687 78 83 35  
 Email: [johnny.lasiman@opt.nc](mailto:johnny.lasiman@opt.nc)

OR

PITA Manager  
 Email: [pita@connect.com.fj](mailto:pita@connect.com.fj)  
 Copy: [pitacoordinator@connect.com.fj](mailto:pitacoordinator@connect.com.fj)  
 Ph: +679 3311 638  
 Fax: +679 3308 750  
 Mobile: +679 9991 807

### VISA INFORMATION

<b>A</b>	<b>E</b>	LITHUANIA	SENEGAL (D)
AFGHANISTAN	ECUADOR (Sce, Off & D)	LUXEMBOURG	SENEGAL (O & Sce)
ALBANIA (O & Sce)	ECUADOR (O & Sp)	<b>M</b>	SERBIA
ALBANIA (D)	EGYPT	MACAU	SEYCHELLES
ALGERIA (O, Sce & Off)	EL SALVADOR	MADAGASCAR	SIERRA LEONE
ALGERIA (D)	EQUATORIAL GUINEA	MALAWI	SINGAPORE
ANDORRA	ERITREA	MALAYSIA	SLOVAKIA
ANGOLA	ESTONIA	MALDIVES	SLOVENIA
ANGUILLA	ETHIOPIA	MALI	SOLOMON ISLANDS
ANTIGUA and BARBUDA	<b>F</b>	MALTA	SOMALIA
ARGENTINA	FIJI	MARSHALL	SOUTH AFRICA (D & Off)



ARMENIA	FINLAND	MAURITANIA	SOUTH AFRICA
AUSTRALIA	FRANCE	MAURITIUS	SOUTH KOREA
AUSTRIA	<b>G</b>	MEXICO	SPAIN
AZERBAIJAN	GABON (D & Sce)	MICRONESIA	SRI LANKA
<b>B</b>	GABON (O)	MOLDOVA (O & Sce)	St LUCIA
BAHAMAS	GAMBIA	MOLDOVA (D)	St VINCENT e GRENADINE
BAHRAIN	GEORGIA	MONACO	SUDAN
BAHRAIN (D & Sp)	GERMANY	MONGOLIA	SURINAME
BANGLADESH	GHANA	MOROCCO (D)	SWAZILAND
BARBADOS	GREECE	MOROCCO (O, Sce & Sp)	SWEDEN
BELARUS	GRENADA	MOZAMBIQUE	SWITZERLAND
BELGIUM	GUAM	<b>N</b>	SYRIA
BELIZE	GUATEMALA	NAMIBIA	<b>T</b>
BENIN	GUINEA	NAURU	TAIWAN
BHUTAN	GUINEA-BISSAU	NEPAL	TAJIKISTAN
BOLIVIA	GUYANA	NETHERLANDS	TANZANIA
BOSNIA-HERZEGOVINA (O & Sce)	<b>H</b>	NEW ZEALAND	THAILAND
	HAITI	NICARAGUA	
BOSNIA-HERZEGOVINA (D)	HONDURAS	NIGER	TOGO
BOSTWANA	HUNGARY	NIGERIA	TONGA
BRAZIL	HONG KONG	NIUE	TRINIDAD & TOBAGO
BRUNEI	<b>I</b>	NORTH KOREA	TUNISIA (D & Sp)
BULGARIA	ICELAND	NORWAY	TUNISIA
BURKINA FASO	INDIA	<b>O</b>	TURKEY (Sce, Sp & D)
BURMA	INDONESIA	OMAN (Sce, Sp, & D)	TURKEY (O)
BURUNDI	IRAN	OMAN (O)	TURKMENISTAN
<b>C</b>	IRAQ	<b>P - Q</b>	TUVALU
CAMBODIA	IRELAND	PAKISTAN	<b>U</b>
CAMEROON	ISRAEL	PALAU	UKRAINE (O & Sce)
CANADA	ITALY	PANAMA	UKRAINE (D)
CAPE VERDE	IVORY COAST	PAPUA NEW GUINEA	UGANDA
CENTRAL AFRICAN REP	<b>J - K</b>	PARAGUAY	UNITED ARAB EMIRATES
CHAD	JAMAICA	PERU ( Sp & D)	UNITED A.E. (D & Sp)
CHILE	JAPAN	PERU (O)	UNITED KINGDOM
CHINA	JORDAN	PHILIPPINES	URUGUAY
COLOMBIA (O)	KAZAKHSTAN (Off & Sce)	POLAND	USA (O)
COLOMBIA (D& Sce)	KAZAKHSTAN (D)	PORTUGAL	USA (D)
COMOROS	KENYA	QATAR (O & Sce)	US SAMOA
CONGO	KIRIBATI	QATAR (D & Sp)	UZBEKISTAN
COSTA RICA	KUWAIT (O,D,Sp)	<b>R</b>	<b>V</b>
CROATIA	KYRGYZSTAN	ROMANIA	VANUATU
CUBA	<b>L</b>	RUSSIA (O & Sce)	VENEZUELA
CYPRUS	LAOS	RUSSIA (D)	VIETNAM (O & Sce)
CZECH REPUBLIC	LATVIA	RWANDA	VIETNAM (D)
<b>D</b>	LEBANON	<b>S</b>	WESTERN SAMOA
DENMARK	LESOTHO	SAN MARINO	<b>Y - Z</b>
DJIBOUTI	LIBERIA	SAO TOME & PRINCIPE	YEMEN
DOMINICAN REPUBLIC	LIBYA	SAUDI ARABIA (D)	ZAMBIA
DOMINICAN REP (D & Off)	LIECHTENSTEIN	SAUDI ARABIA (O & Sp)	ZIMBABWE

(D) Diplomatic / (Sce) Service / (O) Ordinary / (Off) Official / (Sp) Special

<b>Category 1: VISA NOT REQUIRED</b>	<b>Category 2 : VISA REQUIRED</b>
<b>FRENCH EMBASSY</b> <b><u>Private Mail Bag</u></b> <b>SUVA</b>	<b>Telephone: 331 0526 or 27</b> <b>Fax: 322 3901 / 322 3902</b>

## REQUIREMENTS FOR VISAS

### TOURISM

- 1 recent passport photo (3.5mm x 4.5mm format with white background only)
- Hotel reservation and / or tour reservation
- Leave letter if working (proof of employment) / letter from school or from Church
- Applicant's letter confirming definite return to country of residence before visa expiry
- For children, letter from school confirming definite return to school before visa expiry
- Proof of sufficient funds for financial existence such as bank statement, travellers cheques, valid international credit card
- Flight itinerary
- Compulsory health insurance

### **PROFESSIONAL VISIT**

- 1 passport photo (3.5mm x 4.5mm format with white background only)
- Employer's letter / proof of employment, with confirmation of financial support and accommodation
- Invitation letter by the firm / organisation or overseas counterparts in the Schengen States, Pacific Territories, French Overseas department countries, with confirmation of financial support and accommodation
- Program of meeting, seminar or conference
- Flight Itinerary

### SEAMEN (JOINING SHIP)

- 1 passport photo (3.5mm x 4.5mm format with white background only)
- Shipping agency letter
- Seaman's contract
- Seaman's record book (copies)
- Flight Itinerary

**LODGING OF APPLICATIONS IS STRICTLY FROM 8.30am TO 12.00 noon MONDAYS TO THURSDAYS / FROM 8.30 AM TO 11.00 AM ON FRIDAYS. Only appointments set at least a day prior lodging will be accepted.**

Schengen visa: Full and completed application to be presented to the Embassy at least **ONE WEEK** before departure

French Territories: Full and completed application to be presented to the Embassy at least **TWO WEEKS** before departure

*Please note that:*

- 1)- providing the above documents **does not guarantee** that a visa will be issued;
- 2)-a visa can be revoked at any time;
- 3)-French law provisions do not justify a Schengen visa refusal.
- 4)-**All incomplete applications** will be rejected

<p><b><u>VISA FEES</u></b> Effective from 17/01/2011<sup>*</sup> Rate: 0.42000000</p>
---

VISA APPLICATION FEES ARE **NON-REFUNDABLE** AND PAYABLE IN **CASH** UPON LODGING. RATES ARE SUBJECT TO CHANGE WITHOUT NOTICE.

FRENCH TERRITORIES :			
<b>Short Stay of:</b>	<b>1-90 days</b>	<b>9 EUR</b>	<b>= F\$21.40</b>
Transit of:	1-5 days		
SCHENGEN STATES AND THIRD WORLD COUNTRIES :			
<b>Short Stay of:</b>	<b>1-90 days (multiple entries)</b>	<b>60 EUR =</b>	<b>\$142.80</b>
Transit of:	1-5 days		
<u>CIRCULATION VISA</u> : (Conditions apply)			
<b>30-90 days:</b>	<b>valid one year</b>		
	<b>valid two years</b>		
	<b>valid three years</b>		
	<b>valid four years</b>		
	<b>valid five years</b>	<b>60EUR</b>	<b>= F\$142.80</b>

LONG STAY VISA for: *France, French Territories,  
French Departments, and Territorial Collectivities*

only: 99 EUR = F\$235.80

The Embassy of France is charged with issuing visas to citizens and residents of:

***FIJI, KIRIBATI, NAURU, TONGA, TUVALU*** for the following countries:

**SCHENGEN STATES** (Visa processing takes one week)

*Austria, Belgium, France, Germany, Greece, Hungary, Iceland, Italy, Luxembourg, Netherlands, Norway, Portugal, Spain, Sweden.*

**\*\*Visas for the following countries DO NOT allow access in to the Schengen States:**

**FRENCH TERRITORIES** : (Visa processing takes two weeks)

*French Polynesia, New Caledonia, Wallis and Futuna.*

**FRENCH DEPARTMENTS** : *Fr. Guyana, Guadeloupe, Martinique, Réunion.*

**TERRITORIAL COLLECTIVITIES** : *Mayotte, Saint Pierre & Miquelon.*

**THIRD WORLD COUNTRIES** : (Only Short Stay visas from 1-90 days can be issued)

*Burkina Faso, Central Africa, Djibouti, Gabon, Ivory Coast, (Côte d'Ivoire), Mauritania, Senegal, and Togo.*

However, visas for the Schengen States (except France) for **longer stays or for the purpose of taking up employment**, are subject to the national legislation of the country of destination. **They are to be applied from their foreign missions.**