



SCS SAP–PEMSEA Collaboration on Learning Exchange and Study Tour Through Participation in the PEMSEA Network of Local Governments (PNLG) for Sustainable Coastal Development Forum, on 16–18 September 2025 in Jakarta, Indonesia.

INFORMATION AND LOGISTICS NOTE

The information below provides you with the logistic details for your participation in the upcoming SCS SAP–PEMSEA Collaboration on Learning Exchange and Study Tour Through Participation in the PEMSEA Network of Local Government (PNLG) on 16-18 September 2025. The meeting venue will be held at Hotel Indonesia Kempinski in Jakarta, Indonesia. Please read the following information carefully, as it will help you to plan your meeting and travel to Indonesia.

1. PNLG and SCS SAP Agenda

Time	Activity
15 September 2025	
10:00-20:00	Arrival and Registration
16 September 2025	
08:00–20:30	Registration, PNLG Opening, Learning Forum, Welcome Dinner
17 September 2025	
07:10–12:00	PNLG Site Visit
13:30-14:00	<u>SCS-SAP Roundtable Session with Project Site Implementers</u> - Registration of Participants
14:00-14:10 10 min	Welcome and Opening Remarks - Dr. Yon Yonvitner, PNLG President and Director of Center for Coastal and Marine Resources Studies (CCMRS), IPB University, Indonesia - Dr. Vo Si Tuan, Regional Science Coordinator, SCS SAP Project
14:10-14:20 10 min	Introduction of Participants and Session Objectives and Expected Outputs - Reynaldo Molina, Project Management Support Specialist and Regional Country Coordinator, SCS SAP Project
14:20-14:30 10 min	SCS-SAP Project Introduction, Updates and Collaboration with PEMSEA - Reynaldo Molina, Project Management Support Specialist and Regional Country Coordinator, SCS SAP Project
14:30-16:30 2 hours	SCS SAP Project Site Implementation - Country Presentation - Dr. Vo Si Tuan, Regional Science Coordinator, SCS SAP Project <i>First Round Presentation</i> <u>Cambodia</u> Mr. Oul Rann, Chief Office of Wildlife Sanctuary and Site Manager of Peam Krasop Wildlife Sanctuary, KOh Kong Provincial Department of Environment

	<p><u>China</u> Ms. Ding Jianghua, Chief Engineer, Zhuhai Municipal Bureau Of Ecology and Environment</p> <p><u>Indonesia</u> Mr. Muin Sinaga, Site Manager, Mapur and Bintan Seagrass Sites, Bintan Fishery Agency</p> <p><u>Philippines</u> Ms. Clarissa Pador, Supervising Ecosystems Management Specialist and current Protected Area Superintendent, Department of Environment and Natural Resources MIMARAPA Region; Malampaya Sound Protected Landscape and Seascape, Province of Palawan</p> <p><u>Thailand</u> Mr. Utai Dachyosdee, Forestry Technical Officer, (Practitioner Level), Marine and Coastal Resources Administration Office 4 (mangroves and seagrass site)</p> <p><u>Vietnam</u> Mr. Tran Van Binh, Deputy Head, Gia Lai Province Fisheries Sub-Department, Gia Lai Province</p>
	<p><i>Second Round Presentations</i></p> <p><u>Cambodia</u> Mr. Unn Chetra, Deputy Chief Office of Wildlife Sanctuary, Kampot Provincial Department of Environment</p> <p><u>China</u> Mr. Qin Xudong, Director, Guangxi Shankou Mangrove Nature Reserve</p> <p><u>Indonesia</u> Mr. Ahmad Faisal Siregar, Site Manager, Batu Ampar Mangrove Site, Yayasan Mangrove Indonesia</p> <p><u>Philippines</u> Mr. Luigi Yan Lubrico, Project Development Officer, Palawan Council for Sustainable Development, Province of Palawan</p> <p><u>Thailand</u> Ms. Phenkanlaya Weerasawat, Fishery Officer, Experienced Level, Marine and Coastal Resources Administration Office 8 (wetland site)</p> <p><u>Vietnam</u> Mr. Anh Hao, Specialist, Department of Agriculture and Environment, Khanh Hoa Province</p>
	<p><i>Third Round Presentations</i></p> <p><u>Cambodia</u> Mr. Mour Chhay, Chief Office of National Park and Site Manager, Preah Sihanouk Provincial Department of Environment</p> <p><u>China</u> Ms. Zhou Zhiqin, Research Fellow, Haikou Duotan Wetlands Institute</p> <p><u>Indonesia</u> Mr. Recky, Technical Staff, Center for Coastal and Marine Resources Studies-IPB University</p> <p><u>Philippines</u> Ms. Dawn Erika Alvarez, Vice-Mayor, Municipality of Tingloy, province of Batangas</p>

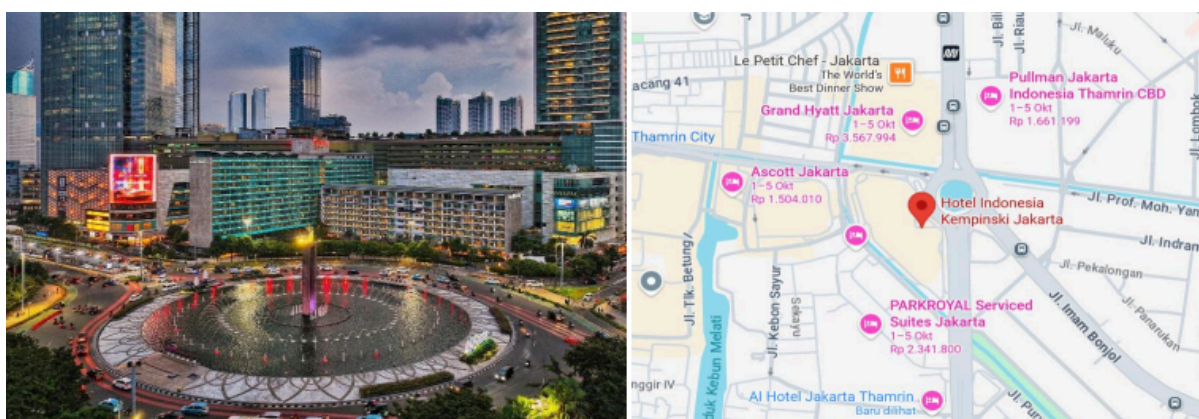
	<u>Thailand</u> Ms. Nitchanan Khaengkhan, Fishery Officer, Marine and Coastal Resources Administration Office 2 (Coral site)
	<u>Vietnam</u> Ms. Tran Thi Thu Ha, Economic Valuation Expert, Research Institute for Forest Ecology and Environment, Vietnamese Academy for Forest Science
16:30–16:55 25 min	Open Forum and Discussion - All participants
16:55-17:00 5 min	Closing Remarks - Mr. Sayid Muhador, Director of Coastal and Marine Pollution and Degradation Control, Ministry of Environment/Environmental Management Agency, Indonesia
	End of Roundtable Session
18 September 2025	
07:00–16:00	PNLG Field Trip
19 September 2025	
All day	Departure

*The full schedule for the 2025 PEMSEA Network of Local Governments (PNLG) Forum, to be held on 16–18 September 2025, can be found at: [Section 3 Tentative agenda, 2025 PEMSEA Network of Local Government \(PNLG\) Forum Jakarta, 16-18 September 2025 PRELIMINARY INFORMATION](#)

2. Meeting Venue and Registration

The meeting venue for PEMSEA Network of Local Governments (PNLG) Forum will be held from September 16 to 18, 2025 at Bali Room, 1st floor, the Hotel Indonesia Kempinski in Jakarta, Indonesia.

For SCS-SAP PNLG session on 17 Sep, at 14.00-17.00, the meeting will be held at the Heritage 1 room, 16th Floor, at the Hotel Indonesia Kempinski in Jakarta, Indonesia.



Hotel Indonesia Kempinski Jakarta

Jl. MH Thamrin 1, Jakarta 10310

Indonesia

Tel: +62 21 2358 3800

Fax: +62 21 2358 3801

E-mail: info.jakarta@kempinski.com

3. Accommodation

Participants are responsible for booking their own accommodation.


Hotel Indonesia Kempinski (*****)

Address : Jl. MH Thamrin 1, Jakarta 10310

Phone : +62 21 2358 3800

Website : <https://www.kempinski.com/id/hotel-indonesia>

Email : info.jakarta@kempinski.com

Room Type	Rate
<p>Deluxe Room (44sqm) Available for King size bed only with view innercourt or Grand Indonesia Mall</p> 	<p>IDR 2.650.000 net/night or 164 USD</p>
<p>Grand Deluxe Bundaran HI View (64sqm) Available for twin and king size bed</p> 	<p>IDR 3.300.000 net/night or 204 USD</p>

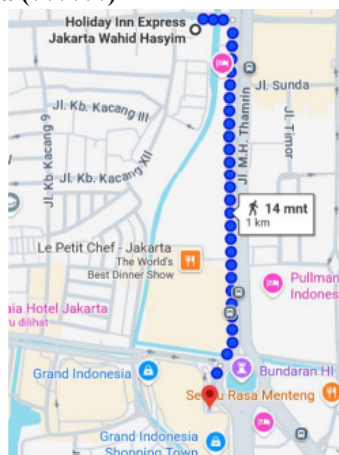
Rate includes 21% tax, service charge, and breakfast for 2 persons


Reservation : Participants may make a reservation directly with the hotel by sending an email to Ms. Bianca at bianca.anastasia@kempinski.com or by calling her mobile phone at +62 817-0925-596.

Other Option of Accommodation

The City of Jakarta recommends Holiday Inn Express. Kindly note the availability of the hotel will be based on a first come first served basis. The designated hotel is CHSE (Cleanliness, Health, Safety, and Environment Sustainability) certified.

Holiday Inn Express Jakarta (★★★)



Room Type	Rate
<p>Standard Room (22 sqm) available for twin or queen bed</p> 	<p>IDR 775.000 net/night or 48 USD</p> <p>**for the best price, please do reservation max. before Monday 7 September 2025</p>

Address : Jl. K.H. Wahid Hasyim No.123, Kb. Kacang, Kecamatan Tanah Abang, Kota Jakarta Pusat, Daerah Khusus Ibukota Jakarta

Website : <https://www.ihg.com/holidayinnexpress/hotels/id/in/jakarta/jktwh/hoteldetail>

Phone : +62-21-80642600

Email : info.jktwh@ihg.com

Distance : 1 km, 14 minute-walk

Reservation : Participants may make a reservation directly with the hotel by sending an email to Ms. Lili at lili.julianda@ihg.com or by calling her mobile phone at +62 8777-166-7477.

4. Meeting Documents and Presentations

The meeting documents are available on the project Google shared drive.

[SCS SAP Roundtable Session with Project Site Implementers 17 September 2025](#)

For those who are unable to access Google platform, please visit SCS SAP project website via <https://scssap.org/events>

Any additional documents will be uploaded on the above-mentioned platforms once available.

For the country presentations, please refer to the presentation template as guided (see link). Each country will have 20 minutes to present 3 achievements at sites or 7 minutes per presentation. Please submit the presentations on or before **12 September 2025** to Mr. Reynaldo Molina (reynaldom@unops.org) and copy Ms. Ob-Orm Utthasit (obormu@unops.org) and Mr. Kampanat Khunwan (Kampanatk@unops.org).

Considering the carbon footprint involved in producing papers and printing documents, it is strongly recommended to utilize soft copies to the maximum extent. If hard copies are needed, participants are requested to bring with them their own copies of the meeting documents distributed by the event organizer prior to the session.

5. Daily Subsistence Allowance and Payment

The daily subsistence allowance (DSA) for sponsored participants will be provided in accordance with existing U.N. regulations for the duration of the meeting. **Terminal expenses (TE)** will also be provided to cover incidental travel costs.

Please note that participants are responsible for arranging their own accommodation using the DSA disbursement.

Kindly also be informed that **Hotel Indonesia Kempinski Jakarta** and **Holiday Inn Express Jakarta Wahid Hasyim** provide complimentary shuttle bus services between the airport and hotel. Please confirm your accommodation plan and flight itinerary with our support team you have been in contact with (Ms. Halima halimapg@unops.org/ Ms. Victoria victoriab@unops.org/ Mr. Kampanat kampanatk@unops.org). We have shared participants' flight schedules (for those staying at these 2 hotels) with the organizing team to arrange airport transfer services.

The DSA will be disbursed through your provided bank account which is registered in the UNOPS system. For participants who have not yet registered your banking information or changes which needed the update in the UNOPS system, please complete the **supplier registration form** [Click](#) and submit the form to your assigned support team either through Ms. Victoria Ballester (victoriab@unops.org), Ms. Halima Goshi (halimapg@unops.org) and Mr. Kampanat Khunwan (kampanatk@unops.org).

6. Meals

Please refer to [Section 9 Meal, 2025 PEMSEA Network of Local Government \(PNLG\) Forum Jakarta, 16-18 September 2025 PRELIMINARY INFORMATION](#)

7. Travel Arrangements

a. Travel Documents

Be sure to have your valid passport and visa and its copy, as well as original and a photocopy of health insurance if applicable. Indonesia's Immigration policy stated that the passport must be valid for at least six months beyond your planned date of arrival. Please contact us if you need an invitation letter for your visa.

Upon arrival, you will need to fill out the arrival card at the following link:

<https://allindonesia.imigrasi.go.id/arrival-card-submission/personal-information>.

b. Flight Arrangements

Once the confirmation for participation has been made by the participants, the organizer will contact the participants directly for travel arrangements. The economy air ticket will be sent electronically to participants for confirmation.

c. **Visa Requirements**

Participants are responsible for their own travel arrangements and necessary travel documents, including visa applications, if needed.

Please collect the receipts of visa fees and reimburse with the respective support team that you are in contact with, Ms. Victoria (victoriab@unops.org) or Ms. Halima (halimapg@unops.org).

d. **Customs Declaration in the Philippines**

All arriving passengers must register within 72 hours (3 days) prior to arrival at the online Indonesian customs declaration form via [the Electronic Custom Declaration \(ECD\)](#) and secure their unique QR code. This QR code will be presented to customs upon arrival. This registration is FREE.

e. **Dress code**

The Forum dress code is business attire. For site visits or outdoor activities, we recommend comfortable, cool clothing and flat shoes. For the Kepulauan Seribu visit, please bring a change of clothes, sunscreen, a hat, a towel, and personal items for your comfort. Daily Dress Details:

16 Sep 2025

09:00–17:00: Business Attire

18:30–20:30: Batik / National Attire (Welcome Dinner)

17 Sep 2025

08:00–14:00: Smart casual (wearing comfortable, cool clothing and flat, comfortable shoes recommended)

14:00–20:00: Business Attire

18 Sep 2025

07:00–16:00: Casual (We suggest wearing comfortable, cool clothing and flat, comfortable shoes.

Please bring a change of clothes, sunscreen, a hat, a towel and personal kit to ensure your comfort.)

d. **Health Policy for entering Indonesia**

There are no COVID-19 testing or vaccination requirements for passengers entering Indonesia as of July 2025. However, completion of the [SATUSEHAT Health Pass](#) prior to departure is mandatory. A QR code will be generated that must be presented upon arrival at Soekarno-Hatta International Airport.

You can complete the form online before you check-in for your flight to Indonesia. Indonesian authorities will scan the barcode on arrival in Indonesia. Save your barcode, or bring a printed copy with you to ensure authorities can scan it on arrival. If you have Mpox symptoms you may be referred to a hospital for treatment on arrival.

8. Transportation

For airport transfer and Ground transfer, Please refer to [Section 10 Transportation, 2025 PEMSEA Network of Local Government \(PNLG\) Forum Jakarta, 16-18 September 2025 PRELIMINARY INFORMATION](#)

• **For airport transfer:**

Transfers will be provided for participants staying at Holiday Inn Express Jakarta Wahid Hasyim from Soekarno-Hatta International Airport between 15 and 19 September 2025. Please contact the liaison officer, Mustika Putri KLN, directly via WhatsApp at +62 851-3337-1996 or by email at mustikaforjakarta@gmail.com and mustika@jakarta.go.id for the arrangement of your airport transfer

Participants staying at hotels other than Holiday Inn Express Jakarta Wahid Hasyim are responsible for their own transportation between the airport and their hotel.

Travel Options:

1. **Ride-Hailing Services**

Grab and Gojek are the most popular and reliable ride-hailing apps for cars and motorcycles. They are widely used for both short and long-distance travel within Jakarta. Payments can be made in cash or via card/e-wallet.

2. Taxis

Blue Bird is the most reputable taxi company in Jakarta. Cars are clean, metered, and drivers are trained. Please avoid unregistered taxis or accepting offers from individuals at public places.

- **For ground transportation:**

Transportation between the meeting venue (Hotel Indonesia Kempinski) and the various venues as per the programme will also be arranged by the City of Jakarta. Please see timetable below;

NO	DATE	FROM	TO	SCHEDULE				Note
1	15 September	Holiday Inn	Kempinski	18.30	19.00	19.30	CASUAL DINNER Transport for dinner at the Signature Restaurant Hotel Indonesia Kempinski	
		Kempinski	Holiday Inn	21.00	21.30	22.00		
2	16 September	Holiday Inn	Kempinski	07.00	07.10	07.20	07.30	Registrasi & Opening Ceremony
		Kempinski	Holiday Inn	16.00	16.10	16.20	16.30	Delegates staying at the Holiday Inn can return to the hotel to change into National Dress
		Holiday Inn	Kempinski	17.00	17.10	17.20	17.30	The delegation staying at the Holiday Inn Hotel returned to the Hotel Indonesia Kempinski to attend the Welcoming Dinner hosted by the Vice Governor of Jakarta.
		Kempinski	Holiday Inn	21.00	21.10	21.20	21.30	Holiday Inn delegation returns to hotel

NO	DATE	FROM	TO	SCHEDULE				NOTE
3	17 September	Holiday Inn	Kempinski - Tj. Priok	07.00	07.10			Assembly in the Kempinski Lobby at 7.10 for Field Trip to Tanjung Priok Port
		Tj. Priok	Kempinski	11.00				Delegates return to the Kempinski for Lunch
		Kempinski	Holiday Inn	13.00	13.15			Delegates staying at the Holiday Inn can return to the hotel to change dress
		Holiday Inn	Kempinski	13.30		17.30	17.45	Delegates return to Kempinski for General Assembly and Dinner
		Kempinski	Holiday Inn	20.30	20.35	20.40	20.50	Holiday Inn delegation returns to hotel
4	18 September	Holiday Inn	Kempinski - Marina	07.00	07.10			Assembly in the Kempinski Lobby at 7.10 field trip to Kepulauan Seribu
		Walking Drums	Kempinski - Holiday Inn		18.00			

9. Interpretation All meetings will be conducted in English. Simultaneous translation is provided for Bahasa Indonesia language.

10. Site Visit Location

Meeting Point Details for Site Visit:

- **17 Sep 2025:** Lobby of the Kempinski Hotel, 7:10 a.m.
- **18 Sep 2025:** Lobby of the Kempinski Hotel, 7:10 a.m.

Please refer to [Section 14 Site Visit Location , 2025 PEMSEA Network of Local Government \(PNLG\) Forum Jakarta, 16-18 September 2025 PRELIMINARY INFORMATION](#)

a. Tanjung Priok Port

Tanjung Priok, operated by the state-owned enterprise PT Pelindo, is the undeniable hub of Indonesia's maritime trade. It handles more than 50% of the country's total trans-shipment cargo, making it a critical entry and exit point for goods. The port facilitates about two-thirds of the nation's international trade, serving as a key link for a wide range of industries, including agriculture, manufacturing, and mining, by managing both exports and imports. Its strategic importance extends beyond Jakarta, as it acts as a central hub connecting Indonesia's vast

archipelago with global trade routes. Furthermore, the port's development is central to the government's vision of turning the nation into a "global maritime axis" and serves as a major node in the Maritime Silk Road, linking the Chinese coast to Europe and facilitating international commerce.

Tanjung Priok is actively pursuing "green port" concepts to enhance sustainability and mitigate environmental impact. These initiatives include emissions reduction, equipment and technology, waste management and digitalization.

The site visit will offer participants a comprehensive understanding of the port's strategic importance as Indonesia's national maritime hub, its vital economic impact on the nation's trade and global supply chains, its advanced operational technologies and logistics, and its commitment to sustainability through green port initiatives and future development plans.

During the visit, participants will be able to:

- Experience Indonesia's national maritime history at the Indonesia Maritime Museum. The museum showcases the port's development from the Dutch colonial era in 1850 to the present day. Participants can explore the history through vessel collections, dioramas, and a projection of Tanjung Priok port's planned development by 2030.
- Study the integrated system at the Tanjung Priok Port Control Tower (Integrated Planning & Control Room). This system plans, controls, and monitors all port activities, including ship arrivals, stevedoring, and shipments.
- Learn about the Green Logistics Initiative, where efforts to reduce carbon footprints and resource consumption are highlighted.

b. Kepulauan Seribu

Kepulauan Seribu, also known as the Thousand Islands, is a regency in Jakarta, Indonesia, consisting of a chain of islands in the Java Sea. It's a popular tourist destination known for its marine attractions, including snorkelling and diving spots, as well as its white sandy beaches. The regency is administratively part of Jakarta and is located to the north of the city.

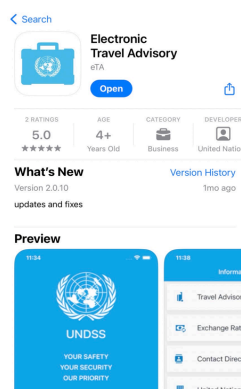
Kepulauan Seribu consists of 113 small islands, categorized for residential, conservation, and tourism. These islands are home to breathtaking underwater ecosystems, exotic beaches, and rich biodiversity. To protect this natural wealth, the Jakarta Provincial Government is committed to environmentally sustainable natural resource management. This effort, driven by economic and social welfare, aligns with the principles of the Sustainable Development Goals (SDGs) and the Blue Economy.

While Kepulauan Seribu is rich in unique characteristics and potential, it faces significant island management challenges. It is therefore crucial to involve and empower local communities, as this enables them to secure ongoing economic and social benefits. Their efforts in preserving biodiversity, conserving delicate ecosystems, and preventing environmental damage offer valuable best practices in coastal and integrated island management for participants to learn from.

On this trip, participants will be able to:

- Study small island management, with a focus on climate, coral reefs, and mangroves. These interconnected ecosystems are essential for environmental sustainability and the welfare of coastal communities, as they help protect against natural disasters, provide resources, and absorb carbon.
- Learn about community empowerment in Kepulauan Seribu. You'll get a closer look at how residents preserve their coastal environment and transform challenges into innovative blue economy initiatives.
- Take real action in marine conservation by participating in coral reef transplantation and mangrove planting, both of which are highly beneficial for coastal and small island environments.

11. Safety and Security



The UNDSS Indonesia team has confirmed that the recent protests in Jakarta and other areas are limited to specific locations and have not targeted UN offices, personnel, or activities. The overall security situation is stable, and there are no travel restrictions. These events will not affect the planned meeting. Standard safety measures are in place, and participants are advised to follow them as usual.

For UN participants, please submit a Security Clearance Request through TRIP and have it approved/cleared before the actual travel (<http://dss.un.org>). You must also

complete the UN mandatory online training applicable to your rank/role, including BSAFE (<https://training.dss.un.org>). We continue to advise staff to file their security clearance via TRIP and be familiar with the personal safety and security recommendations contained in the appended travel advisory.

All participants are expected to download the eTA app (see photo) from either Google Play or the App Store onto their mobile devices, with the 'location service' activated/switched on at least for the duration of the event. UN personnel are strongly advised to download and register in the eTA app.

12. Internet and Wi-Fi Access

Free Internet and Wi-Fi access will be provided at the meeting room.

13. Electricity

The electrical current in the Philippines is 220 volts at a frequency of 50 Hz. Participants are advised to bring a suitable adaptor, in case needed.

Main electrical outlets/plugs available in the Philippines:

1. Type C: Two round pins (Europlug)
2. Type F: Two round pins with two earth clips on the side (Schuko plug)



Adapter Recommendation: If your device uses Type A or B plugs (common in the US and Japan), or Type G (UK), you'll need a universal travel adapter. Check your device's voltage compatibility—most modern electronics (like laptops and phone chargers) are dual voltage (100–240V). If not, use a voltage converter.

15. Currency

The official currency in Jakarta is the Indonesian Rupiah (IDR). The government regulates that all transactions done in Indonesia must use Rupiah as a legal tender. Currency exchange is available at the airport, major hotels, and authorized money changers in Jakarta. Delegates can also withdraw Rupiah through Automated Teller Machines (ATMs). Jakarta is going cashless; hence a multitude of cashless payment options are often available including credit cards and e-wallets. Major credit cards are widely accepted in most hotels, restaurants, and stores. ATMs are also widely available in Jakarta. You can withdraw money from any ATM with the logo of your card network operator. Banking hours are from 08.15 am to 3.00 pm local time on Monday to Friday. All majors credit cards are widely accepted in fine hotels and major department stores.

16. Time

Jakarta is in the Western Indonesia Time Zone (WIB), which is Greenwich Mean Time (GMT+7) or UTC +7.

17. Weather

The climate in Jakarta can be classified as hot and humid. Average temperature: 26°C to 32°C (79°F to 90°F) year-round. Humidity: High, often over 70%. Light, breathable clothing and a small umbrella or raincoat are recommended.

18. Contact Persons

For further details and information about the meeting arrangements, agenda and documentation, please contact the following:

Mr. Reynaldo Molina (reynaldom@unops.org)

For logistics related, please contact Mr.Kampanat Khunwan (kampanatk@unops.org), Ms. Ob-orm Utthasit (obormu@unops.org)

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