

## **PARTICIPANTS' INFORMATION**

*This information for Participants is for the following forums*

- 1. Strategy Forum 2019**
- 2. PITA CEO Forum**
- 3. Advanced Mobile Infrastructure Planning & Security Workshop (with ITU)**

All the above forums will be held at the Hilton Fiji Beach Resort & Spa, Denarau Island, Nadi, Fiji. Hosting logistics and support are provided by PITA.

### **Venue**

Hilton Fiji Beach Resort & Spa, Denarau Island, Nadi, FIJI;

Website: <http://www3.hilton.com/en/hotels/fiji/hilton-fiji-beach-resort-and-spa-NANHIIH/index.html>

Address: Denarau Island Nadi Fiji (25mins Shuttle from Nadi International Airport)

**Dates:**           **Strategy Forum 2019: 21-22 OCT 2019 (2 Days)**  
                          **PITA CEO Forum: 23 OCT 2019 (1/2 Day)**  
                          **Advanced Mobile Infrastructure Planning & Security Workshop: 23-25 OCT 2019 (3 Days)**

### **Program**

Tentative Program is now available online at [www.pita.org.fj](http://www.pita.org.fj), or on enquiry to the [PITA Manager](#)

### **Registration**

All interested participants should complete and submit the online pre-registration form available – refer information below:

Separate registration process will be required for the individual events with the following requirements:

- 1. Strategy Forum 2019** – open to all members and invited speakers and observers.
- 2. PITA CEO Forum** – open only to CEOs of PITA Full Member and by invitation
- 3. ITU/PITA Advanced Mobile Infrastructure Planning & Security Workshop** – open to all Pacific Islands network operators, technical engineers/managers from regulatory and policy agencies

Pre-Registration Form is available online at PITA Website [www.pita.org.fj](http://www.pita.org.fj) under the event name in Upcoming Events. This must be completed and submitted in order to allow the appropriate provisions be pre-confirmed in accordance with the session that will be attended.

Tea break refreshments and Working Lunch will be provided for all confirmed registration for the three events. (Submitted online pre-registration before 08 October 2019)

### **Name Badges & Admittance**

Name badges will be issued to the all participants at the Registration Desk during face to face Registration at the venue.

- Registration on site will open on the following dates and times:
  - Monday 21<sup>st</sup> October 2019 at 0815am,
  - Wednesday 23<sup>rd</sup> October, for those arriving only for the ITU/PITA Advanced Mobile Infrastructure Planning & Security Workshop.

Name Badges are required to be worn at all times to access the forum activities

**Note:** Late registration fee may apply to those registering after 11 October once prepayments to hotel are done. Late registration fee will be F\$300 per person and this can be paid onsite.

### **Internet**

Basic Internet access will be provided at the event conference room areas over WIFI; participants will require their own WI-FI enabled laptops to access this internet.

### **Hotel Accommodation**

Note: for the hotels listed below, all participants are required to book directly with the hotels.

#### **1. Hilton Fiji Beach Resort & Spa, Denarau Island, Nadi, FIJI;**

This is the venue hotel and recommended accommodation. You are required to book early to secure your room

**Room Rate per night:** FJ\$490.00  
(Tax and Breakfast inclusive for 2 adults)

**Note: a discounted group rate of F\$420 per night (single) and F\$460 per night for double is being negotiated, to have its own private booking link, and subject to availability up to 11 October; Once there is no availability, then the private booking will be disabled and booking are to be done via the general reservation email below - higher room rate will apply. The private booking Link will be sent only to delegates who have registered online (targeting registrations from 20Sep, thereafter onwards until disabled).**

[Direct hotel booking link for this discounted group rate](#)

**Internet:** Free Access to internet inside hotel rooms for hotel guests with Honor Numbers

**General Reservation Contact:** [fiji-beach-resort-reservations@hilton.com.fj](mailto:fiji-beach-resort-reservations@hilton.com.fj)  
- kindly inform reservation of attendance to PITA

(Escalation Contact person: Susana Mataturaga)

**Telephone:** +679 675 6800 xtn 2 for SALES

**Website:** <http://www3.hilton.com/en/hotels/fiji/hilton-fiji-beach-resort-and-spa-NANHIHI/index.html>

#### **Traveling from Airport to Hilton Fiji Beach Resort & Spa: Venue Hotel**

Hilton Fiji Beach Resort & Spa is located at Denarau Island, Nadi, 20km away from Nadi International Airport which is about 20-25 minutes by car. When booking for hotel room, kindly ask for Shuttle Bus pick up, or alternatively take an airport taxi outside the Arrivals concourse.

**Alternative HOTELS** \*new addition - see further below new addition of PULLMAN Nadi Bay Resort

The following hotels may be chosen for participant accommodation; Reservations will be subject to the hotel requirements.

#### **1. Tanoa International Hotel** - located at Votualevu, close to the Nadi International Airport with less than 5 minutes by car

Room Rate: FJ\$185.00 - Single Superior Room  
FJ\$220.00 – Single Executive Room  
(Including Full Tanoa Buffet Breakfast + Wireless Internet Access + Airport Shuttle)

Reservation Contact: [restih@tanoahotels.com](mailto:restih@tanoahotels.com)

Website: [www.tanoahotels.com](http://www.tanoahotels.com)

Telephone: +679 672 0277

Distance from hotel to meeting venue: 20-25 minutes by car.

#### **2. Novotel, Nadi** – on same road as Tanoa International Hotel, located opposite side with golf course field in between.

Room Rate Only: FJ\$190.00 BB Single

Internet: Internet access is available in the room but on charge basis. Card can be purchased from the reception at \$5.40-\$37.50. Internet cafe at the restaurant and lobby area is also available.

Reservation Contact: [reservations@novotelnadi.com.fj](mailto:reservations@novotelnadi.com.fj)  
(Escalation Contact person: Verenaisi Koroilawedua)  
Telephone: +679 672 2000  
Website: [www.accorhotels.com/6287](http://www.accorhotels.com/6287)

Distance to venue hotel: About 20 minutes' drive

3. **Raffles Gateway Hotel** - Queens Road (across the road from Nadi International Airport), Nadi Fiji

Room Rate:(Standard Room) – FJ\$158per night, (Deluxe Room)  
Breakfast: Full American - \$32.00 Continental - \$18.00  
Internet is charged back to the room (1 hr- \$5, 1 day - \$15, 3 days – \$40)

Reservation: [reserve@fijigateway.com](mailto:reserve@fijigateway.com)  
(Contact person: Mereani)  
Website: [www.fijigateway.com](http://www.fijigateway.com)  
Telephone: +679 673 4755  
Distance to venue hotel: 20-25 minutes by car.

4. **PULLMAN Nadi Bay Resort & Spa, FIJI** – Nadi Bay Road, Wailoaloa, Nadi *\*New*  
[www.pullmanhotels.com](http://www.pullmanhotels.com) (member of Accor Hotels Group)

Room rate F\$280  
All reservations need to be directed to:  
[H9741-RE1@accor.com](mailto:H9741-RE1@accor.com) or [h9741-RE2@accor.com](mailto:h9741-RE2@accor.com)  
Booking code for FJD\$280pn rate is PITA10  
Valid for stays from 20 -24 October, 2019  
Reservations contact: +679 6721510 or +679 896 1324

### **Traveling from Airport to Hotel**

Whilst booking with hotel, check for the their free shuttle pick up from Nadi Airport to the Hotel. Airport Taxis are also readily available with costs of FJ\$12.00 - \$25.00 one way, depending on distance away from airport – refer hotel information

### **Daily Commuting from Alternate Hotels to Hilton Fiji Beach Resort & Spa**

For participants preferring to stay at alternate hotels, they are to organize own daily transfer.

Kindly ask at the hotel reception for taxi on daily basis to the Hilton Fiji Beach Resort, with taxi costs ranging from F\$30.00-F\$40.00.

#### **Cost Sharing for Daily commuting**

Should there be sufficient interests for a cost shared shuttle required, an appropriate daily transport may be organised for those confirming their interests if these interests are received at PITA not later than 01 October 2019. All such interests are to expressed by email to this email [coordinator.pita@connect.com.fj](mailto:coordinator.pita@connect.com.fj) . Daily costs for this shared transport could range from \$25-\$15 per person.

**A further list of alternative hotels is available further below.** Please note that rates are in FJD and may change without notice, check with these hotels directly on the latest rates and book directly with them.

### **Dress Code**

Recommended dress code for the above events is Smart Business Casual attire.

October marks the beginning of the rain and humid season for Fiji, that may bring about also tropical storms and bad weather alerts.

Delegates are recommended to bring appropriate jacket for going out in the evenings and during the indoor meeting sessions. Having a handy umbrella is also recommended if staying outside the hotel venue. Also, participants are be prepared for any climate change issue.

### **Visa and Immigration Requirements**

All participants traveling into Fiji must have a valid passport for at least six (6) months beyond the intended period of stay and a ticket for return or onward travel to another country to which he/she is authorized to enter, is required. Citizens of most Pacific Islands countries are exempt an entry visa. Please check with your travel agents the appropriate visas and documentation necessary for your entry into Fiji.

The responsible authority on entry requirements and issuing permits into Fiji is the Department of Immigration <http://www.immigration.gov.fj/>

### **Insurance**

As PITA may not be able to cover any personal emergencies, participants may need to organise for the personal insurance for any medical needs or emergencies

### **Departure Tax**

Departure Tax of F\$150.00 payable at Nadi Airport on departure. Departure taxes are normally included in tickets.

### **Banks and Currency**

The local currency is Fiji Dollars (FJD). Check online for currency exchange rates. International Banks operating in FIJI are Westpac, ANZ, Bred Bank and BSP. Internationally recognized credit cards such as Visa, MasterCard, are accepted by the hotel and department stores for the purchase of goods and ATMs.

### **FURTHER LIST OF ALTERNATIVE HOTELS IN NADI – close to airport and venue**

#### **- refer to appendix**

### **Telecommunications Services**

Communication services in Fiji include fixed line telephony (International Direct: Voice/ Data/ Facsimile, Broadband Internet ADSL, Wireless Hotspots and 2G/3G GSM Mobile Network V/M & SMS Prepaid telephone services.

Fiji Island's IDD Country code: +679

Mobile network is provided by Vodafone and Digicel, Fiji offers roaming to most of the developed countries including some Pacific Islands.

For those not able to use roaming and prefer purchasing prepaid SIM cards, Starter Packs are available at approx. \$2.95 - \$5. They can be purchased at the Airport or any Vodafone/ Digicel outlet with issuance of an ID.

### **Electricity**

Electricity voltage is 240 volts with pin configuration similar to Australia, NZ and most Pacific Island countries. You are advised to take along your universal adaptor if you are from the USA, Asia or any other country with dissimilar pin configurations and voltages.

### Climate & Time zone

Fiji, during July- October is mostly cool and dry, some warm clothing is recommended and an umbrella is suggested if staying in alternate hotels.

Local time in Fiji is UTC/GMT +12 hours.

### Insurance

All participants are to ensure that they have sufficient cover for medical, injury and repatriation cover

### About FIJI

If planning for a short holiday, Fiji is known for its natural beauty and tropical climate and more commonly for its cornucopia of adventure with Fijian hospitality. For more information please visit websites on Fiji: <http://www.fijime.com>

### Event Contacts

<b>For Agenda and Program</b> Fred Christopher Manager Tel: +679 3311 638 Email: <a href="mailto:pita@connect.com.fj">pita@connect.com.fj</a>	<b>For Logistics Assistance</b> Ms Deborah Albert Assist. Administration and Accounts Tel: +679 3311638 Email: <a href="mailto:admin.pita@connect.com.fj">admin.pita@connect.com.fj</a>
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### Appendix – List of other hotels

#### Hotels closer to airport (about 20-25minutes by Car to the venue)

Taxi fare: approximately \$30.00-\$40.00

#### **Tokatoka Resort Hotel**

Room Rate Only: FJ\$145.00-\$FJ180.00.

Meals: Full/breakfast – FJ\$25pp & Continental Breakfast – FJ\$35pp

Internet: Wi-Fi is free for 1 device only. For more than 1 device, will need to purchase; 24hrs @ \$20 & 3days @ \$40

Reservation: [res.tokatoka@warwickhotels.com](mailto:res.tokatoka@warwickhotels.com) (Contact person: Shannah)

Website: [www.tokatokawarwickhotels.com.fj](http://www.tokatokawarwickhotels.com.fj)

Telephone: +679 672 0222

Transfers: The hotel do provide free airport transfers.

\*\*For Corporate rates: contact Lusi @ [ltavai@warwickhotels.com](mailto:ltavai@warwickhotels.com)

#### **Trans International Hotel**

Room Rate only: FJ\$140 -\$FJ180per night (Corporate Rate)

Meals F/Breakfast –FJ\$25 & Cont. breakfast – FJ\$17.00

Internet: Free Wi-Fi (only in the lobby area)

Reservation: [sales@transinhotel.com.fj](mailto:sales@transinhotel.com.fj) (Contact person: James)

Website: [www.transinhotel.com.fj](http://www.transinhotel.com.fj)

Telephone: +679 672 8633

Kindly check the internet for more hotels closer to airport

#### Hotels along Martintar, Nadi ( about 10-15mins car to venue hotel)

Taxi Fare may range from FJ\$25.00-\$30.00

#### **Mercure**

Room Rate Only: FJ\$166.00-\$210.00. Breakfast is FJ\$25.00/pax

Internet: All accommodation rooms have broadband internet. Charges are as follows: \$0.60per minute up to \$13.10 for 2 hours from when you first connect. \$0.30per MB if you use over 20MB within the 2 hours.

Reservation: [reservations@mercurenadi.com.fj](mailto:reservations@mercurenadi.com.fj) (Contact person: Satpreet)

Website: [www.accorhotels.com.fj](http://www.accorhotels.com.fj) or [www.mercure.com](http://www.mercure.com)

Telephone: +679 672 2255

Transport: Mercure Nadi provides complimentary courtesy shuttle to/from Nadi international airport.

Advice, hotel flight details & shuttle driver will meet the flight upon arrival.

Distance from hotel to venue hotel: 10-15-minute drive

### **Capricorn Hotels**

Room Rate: FJ\$130.00-\$200.00. Continental Breakfast inclusive for two

Internet: WiFi costs @ \$10 per hour

Reservation: [capricorn@connect.com.fj](mailto:capricorn@connect.com.fj) (Contact person: Rajnita)

Website: [www.capricornfiji.com](http://www.capricornfiji.com)

Telephone: +679 672 0088

Normal Check in time: 1:30pm & Check out time: 10:30am

Distance from hotel to venue hotel: 10-15-minute drive

### **Hexagon International**

Room Rate Only: FJ\$83.00-\$140.0, F/Breakfast: FJ\$ 19.50 & Cont. Breakfast- FJ\$ 15.50

Internet: Cards available from Front office @ \$5 – 30mins, \$10- 1 hr, \$30 – 24hrs & \$100 – 1 week.

Reservation: [reservations@hexagonfiji.com](mailto:reservations@hexagonfiji.com)

(Contact person: Tupou/Vimo)

Website: [www.hexagonfiji.com](http://www.hexagonfiji.com)

Telephone: +679 672 0044/3306466

**\*\*Transfer:** The Hotel offers FREE transfers to and from Nadi Airport for International Flights ONLY. Full flight details are required for hotel pick up.