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**Information on 11<sup>th</sup> Session of the Compliance Committee and 11<sup>th</sup> Session of the Standing Committee on Finance and Administration and 18<sup>th</sup> Session of the Commission of Indian Ocean Tuna Commission (IOTC), From 26<sup>th</sup> May to 5<sup>th</sup> June, 2014.**

**1. Meetings dates and venue**

- The 11<sup>th</sup> session of the Compliance Committee: From 26<sup>th</sup> to 28<sup>th</sup> May, 2014.
- The 11<sup>th</sup> session of the Standing Committee on Finance and administration: From 29<sup>th</sup> to 30<sup>th</sup> May, 2014.
- Workshop on the Management Strategy Evaluation (MSE): 31<sup>st</sup> May, 2014.
- The 18<sup>th</sup> session of the Indian Ocean Tuna Commission: From 1<sup>st</sup> to 5<sup>th</sup> June, 2014.

**The venue of the meetings will be:**

Bandaranaike Memorial International Conference Hall (BMICH)

Bauddhaloka Mawatha, Colombo -07. Sri Lanka.

E-mail [bmich@slt.lk](mailto:bmich@slt.lk)

Tel +94 11 2691131

Fax +94 11 2696822

<http://www.bmich.lk/>

**2. Contacts**

The contacts at the Secretariat:

Claudia Marie: [cm@iotc.org](mailto:cm@iotc.org) and Mirose Govinden [mirose.govinden@iotc.org](mailto:mirose.govinden@iotc.org)

For other matters not related to logistics, please contact the [Secretariat@iotc.org](mailto:Secretariat@iotc.org)

**The Contact in Sri Lanka:**

Mr. H.M.B.C. Herath, Director General (Technical), Ministry of Fisheries and Aquatic Resources Development of Sri Lanka: [dgtec@fisheries.gov.lk](mailto:dgtec@fisheries.gov.lk)

**3. Registration**

Please pre-register online at your earliest convenience at the below links:

- The 11<sup>th</sup> session of the Compliance Committee: <http://www.iotc.org/meetings/11th-session-compliance-committee-coc11>
- The 11<sup>th</sup> session of the Standing Committee on Finance and administration: <http://www.iotc.org/meetings/11th-session-standing-committee-administration-and-finance-scaf11>
- The 18<sup>th</sup> session of the Indian Ocean Tuna Commission: <http://www.iotc.org/meetings/18th-session-indian-ocean-tuna-commission-s18>

The Registration Desk will operate at the meeting venue from 8.00 a.m. onwards on 26<sup>th</sup> May and on 1<sup>st</sup> June, 2014.

#### 4. Interpretation

The meeting will be held in English/ French with simultaneous interpretation in the other language, as applicable.

#### 5. Travel arrangement and accommodation

Participants are requested to make their own travel arrangements. The tariff rates of the Designated Hotels can be found in the table below. Participants are advised to book their accommodation as soon as possible. Please quote the **Booking Reference IOTC/SE** to reserve rooms at the special discounted rate.

Hotels	Cinnamon Hotel Room Rates (US\$) plus 25% taxes				Contact
	Room Category	Room Only	Single BB	Double BB	
Cinnamon Grand (5kil from BMICH)	Cinnamon Room( Premium Rooms)	135	145	155	Mr. Remauld Mack Assistant Manager Sales & Marketing E-mail: <a href="mailto:remauld@cinnamonhotels.com">remauld@cinnamonhotels.com</a> <a href="http://www.cinnamonhotels.com/CinnamonGrandColombo.htm">http://www.cinnamonhotels.com/CinnamonGrandColombo.htm</a>
	Cinnamon Executive Room		215	215	
	Premium Suite	225	235	245	
	Cinnamon Executive Suite		290	300	
	Presidential Suite		1250	1250	
	Courtyard Suite	215	225	235	
	Courtyard Apartment	250	260	270	
	Courtyard Penthouse	750	750	750	
<b>Galadari Hotel Room Rates (US\$) plus 25% taxes</b>					
	Room Details	Single BB	Double BB	Triple BB	
Galadari Hotel (7kil from BMICH)	Room with Breakfast	171	183	195	Mr. Janith Jayawardena Assistant Sales Manager E-mail: <a href="mailto:ghsales@galadarihotel.lk">ghsales@galadarihotel.lk</a> <a href="http://www.galadarihotel.lk/">http://www.galadarihotel.lk/</a>
<b>Ramada Hotel Room Rates (US\$) plus 25% taxes</b>					
	Room Details	Single BB	Double BB	Triple BB	
Ramada Hotel (5kil from BMICH)	Room Only	126	126	136	Evangeline Charmaine Rabot- Rooms & Banquet Sales Coordinator E-mail: <a href="mailto:charmaine@ramadacolombo.com">charmaine@ramadacolombo.com</a> <a href="http://www.ramadacolombo.com/">http://www.ramadacolombo.com/</a>
	Room with Breakfast (BB)	136	146	166	
	Half Board	153	180	217	
	Full Board	167	208	259	
<b>Sapphire Hotel Room Rates (US\$) rates include taxes</b>					
	Room Details	Single BB	Double BB	Triple BB	
Hotel Sapphire (5kil from BMICH)	Room Only	80	80	90	Ms. Shilasna Anuradhi Sales & Reservation Department E-mail: <a href="mailto:rsvtns@hotelsapphire.lk">rsvtns@hotelsapphire.lk</a> <a href="mailto:salesmgr@hotelsapphire.lk">salesmgr@hotelsapphire.lk</a> <a href="http://www.hotelsapphire.lk/">http://www.hotelsapphire.lk/</a>
<b>Taj Samudra Hotel Room Rates (US\$) plus 27% taxes</b>					
	Room Category	Single BB	Double BB		Ms. Samadi Athukorala - Relationship Executive E-mail:
Taj Hotel (5kil from	Deluxe City Facing	135	145		
	Deluxe Ocean Facing	145	155		

BMICH)	Luxury City View	155	165	<a href="mailto:samadi.athukorala@tajhotels.com">samadi.athukorala@tajhotels.com</a>  <a href="http://www.tajhotels.com/business/taj%20samudra.colombo/default.ht">http://www.tajhotels.com/business/taj%20samudra.colombo/default.ht</a>
	Luxury Ocean View	165	175	
	Taj Club City View	240	250	
	Taj Club Ocean View	250	260	
	Executive suite	400	400	
<b>Hilton Hotel Room Rates (US\$) plus 25% taxes</b>				
	<b>Room Category</b>	<b>Single BB</b>	<b>Double BB</b>	Ms. Udari Perera Manager (Sales) E-mail: <a href="mailto:Udari.Perera@hilton.com">Udari.Perera@hilton.com</a>  <a href="http://www3.hilton.com/en/hotels/sri-lanka/hilton-colombo-hotel-COLHITW/index.html">http://www3.hilton.com/en/hotels/sri-lanka/hilton-colombo-hotel-COLHITW/index.html</a>
Hilton (7kil from BMICH)	Hilton Guest rooms	135	145	
	Deluxe floor rooms	165	175	
	Executive floor rooms	195	205	
<b>Janaki Hotel Room Rates (US\$) rates include taxes</b>				
	<b>Room Details</b>	<b>Single BB</b>	<b>Double BB</b>	Mrs. M.R. Jayasinghe - Sales & Reservation Department E-mail: <a href="mailto:wim@sol.lk">wim@sol.lk</a>  <a href="http://www.hoteljanakicolombo.com/">http://www.hoteljanakicolombo.com/</a>
Janaki Hotel (2kil from BMICH)	Single Room	80	90	
	Double Room	90	110	

## 6. Health Precautions

For information on travel and health requirements for travelers to Sri Lanka please visit the World Health Organization Website: <http://www.who.int/gho/countries/lka/en/> and the Center for Disease Control and Prevention Website: <http://wwwnc.cdc.gov/travel/destinations/traveler/none/sri-lanka>

## 7. Arrival and entry formalities

Participants should make their own arrangements for their entry visa (Business Visa) to Sri Lanka. For more information, please consult:

[http://www.eta.gov.lk/slvisa/visainfo/center.jsp?locale=en\\_US](http://www.eta.gov.lk/slvisa/visainfo/center.jsp?locale=en_US)

[http://www.immigration.gov.lk/web/index.php?option=com\\_content&view=article&id=151&Itemid=196&lang=en](http://www.immigration.gov.lk/web/index.php?option=com_content&view=article&id=151&Itemid=196&lang=en)

Nationals of the following countries who visit Sri Lanka for a Short Visit up to 30 days are exempt from ETA,

The Republic of Singapore.

The Republic of Maldives.

The Republic of Seychelles

If invitation letters are required for visa application, do not hesitate to contact the IOTC Secretariat.

## 8. Transportation

Delegates have to make their own arrangements for transport from the airport to the hotels. Travel counters located in the public concourse just past the customs area can assist you in this regard.



Alternatively, you may also check with your hotel regarding any arrangements for airport transfers (at an additional cost).

However, transport between Designated Hotels and the Conference Venue (BMICH) in the morning and at the end of the day’s sessions will be provided by the Host Country.

**9. Dress code**

Except for formal occasions, the dress code for the meeting is smart casual.

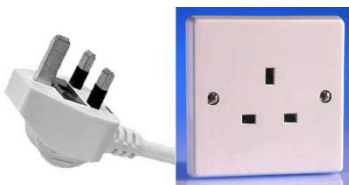
**10. Delegates kit**

All delegates will be provided with a meeting kit. However, please note that the meetings are paperless and documents will be available electronically. If any delegates require paper copies of the documents they would need to bring their own copies to the meeting. During the meetings any revision of documents, copies will be provided and only two per Delegation. The revised documents will also be available electronically through the local intranet.

All meeting documents can be access at the following link as they become available: <http://www.iotc.org/meetings>.

**11. Electricity**

Electricity in Sri Lanka is 240 volts, 50 Hertz. Plugs are the mostly three pin round or square type.



**12. Telephone service**

International dialing code for Sri-Lanka is +94

Several brands of SIM cards are available from mobile service providers.

**Mobile Broadband Service Providers**

Brand	Operator	Maximum Speed (DL)	Maximum Speed (UL)
Dialog	<a href="#">Dialog Axiata PLC</a>	100 M/bits	50 M/bits
Mobitel	<a href="#">Mobitel (Pvt) Ltd</a>	100 M/bits	50 M/bits
Etisalat	<a href="#">Etisalat Lanka (Pvt) Ltd</a>	42 M/bits	5.76 M/bits
Airtel	<a href="#">Bharti Airtel Lanka (Pvt) Ltd</a>	21 M/bits	5.76 M/bits
Hutch	<a href="#">Hutchison Telecommunications Lanka (Pvt) Ltd</a>	7.2 M/bits	5.76 M/bits



**13. Internet**

Free Wi-Fi facility will be available in the conference area. Please check with your hotel regarding Wi-Fi/ internet services at the hotel (at an additional cost).

**14. Tourism**

Information on tourism and other information please visit:

<http://www.srilanka.travel/>