

GENERAL INFORMATION

FIFTY-SEVENTH SESSION
of the WHO REGIONAL COMMITTEE
for the WESTERN PACIFIC

18-22 September 2006
Auckland, New Zealand



World Health
Organization

Western Pacific Region

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GENERAL INFORMATION BOOKLET

WORLD HEALTH ORGANIZATION REGIONAL COMMITTEE FOR THE WESTERN PACIFIC

Date and place of the session

The fifty-seventh session of the World Health Organization Regional Committee for the Western Pacific will be held in Auckland, New Zealand, from 18 to 22 September 2006.

18 September 2006

Welcoming ceremony

09:00
Orakei Marae
Kitemoana Street, Orakei

Opening ceremony

11:00
ASB Auditorium, Level 2
Aotea Centre
Auckland Convention Centre

Plenary session

14:00
Lower NZI, Level 1
Aotea Centre
Auckland Convention Centre

Activities begin with a welcoming ceremony on 18 September at 09:00 at Orakei Marae, Kitemoana Street, Orakei. It will be followed at 11:00 by an opening ceremony at the ASB Auditorium located on Level 2 of the Aotea Centre, Auckland Convention Centre, 50 Mayoral Drive.

The plenary session will commence at 14:00 on 18 September at the Lower NZI located on Level 1 of the Aotea Centre.

The working hours for subsequent meetings from Tuesday, 19 September, to Friday, 22 September, are tentatively set from 09:00 to 12:00 and from 14:00 to 17:00, with a 15-minute coffee/tea break in each period.

As of 15 September, all correspondence to the Secretariat should be addressed to:

WHO Regional Committee Secretariat Office

Goodman Fielder Room
Level 4, Aotea Centre
Auckland Convention Centre

Courier and street address

Information Desk, Main Entrance, Aotea Square
50 Mayoral Drive, Auckland, New Zealand
or

Mail address

P.O. Box 5749, Wellesley Street
Auckland, New Zealand

Tel. : +64 9 307 5626

Fax : +64 9 307 5614

E-mail: rcm57@wpro.who.int

Languages of the Regional Committee

The official languages of the Regional Committee are Chinese, English and French. English and French are the working languages. Simultaneous interpretation will be provided for all three official languages.

Hotel accommodations

The following hotels have been designated as official hotels for representatives:

Hotel name and address	Star rating	Distance to conference site	Type of room	Daily room rates
CARLTON HOTEL AUCKLAND Corner Mayoral Drive and Vincent Street Auckland Tel.: +64 9 366 3000 Fax: +64 9 366 0121	5	5-minute walk	Deluxe, single or twin	NZ\$ 180/night including GST (approximately US\$ 115/night)
			Carlton Club single or twin	NZ\$ 231/night including GST (approximately US\$ 147/night)
			Executive suites	NZ\$ 293/night including GST (approximately US\$ 187/night)
			Balcony suites	NZ\$ 405/night including GST (approximately US\$ 258/night)
MERCURE HOTEL AUCKLAND 8 Customs Street Auckland Tel.: +64 9 377 8920 Fax: +64 9 307 3739 E-mail: red01@accor.com	3½	10- to 15-minute walk	Standard	NZ\$ 124/night including GST (approximately US\$ 79/night)
			Deluxe twin	NZ\$ 146/night including GST (approximately US\$ 93/night)
			Suites	NZ\$ 191/night including GST (approximately US\$ 122/night)

- Goods and services tax (GST) is charged at a rate of 12.5%.
- Exchange rate as of 1 June 2006 is NZ\$ 1.57 = US\$ 1.
- Breakfast is not included in the hotel rate.

Hotel accommodations (continued)

The host will provide shuttle buses from the hotels to the Aotea Centre, where appropriate.

To enable us to reserve enough rooms, we need to receive your completed **Travel and Accommodation Details form (Annex A)** not later than **21 July 2006**. This form is also available online at:

www.wpro.who.int/rcm/register.aspx

The locations of the hotels are shown on the map below.



Security

For identification and security reasons, representatives are requested to wear their identification badges at all times during the meeting and at social functions.

The importation of firearms into New Zealand is strictly controlled and a police permit is required for import. As all meeting venues are controlled and restricted areas, no firearms will be allowed.

Travel and transportation



ARRIVAL

Auckland International Airport, the largest and busiest airport in New Zealand, is located 25 kilometres south-west of Auckland in the suburb of Mangere.

The host will assist all representatives on arrival and transport will be provided to their hotels. If representatives are unable to give advance notice to WHO of their expected time of arrival and are therefore not met at the airport, taxis and shuttle buses are available.

The airport-to-city trip costs approximately:

- By taxi: NZ\$ 45 (about 30-40 minutes)
- By shuttle: NZ\$ 18 (about 40 minutes)
- By bus: NZ\$ 15 (about an hour)

Taxis licensed to operate from the airport carry a value and service guarantee. Taxi stands are located on the western side of the International Terminal (turn left as you exit the Customs Hall) and directly outside the Domestic Terminal. Taxi drivers speak English.

For easy identification upon arrival at the airport, representatives are requested to wear the lapel labels which are provided herewith. Luggage tags also are provided.



DEPARTURE

Transport from the hotel to the airport will be provided for representatives scheduled to depart not later than Sunday, 24 September 2006. Representatives who will be extending their stay should make their own transport arrangements to the airport.

The departure time from the hotels to the airport will be posted at the WHO desk located at the lobby of each hotel.

An international departure fee of NZ\$ 25 is levied on passengers upon embarkation at Auckland International Airport.

Passport and visa

All visitors to New Zealand must have a valid passport for at least three months beyond the intended stay in New Zealand.


Nationals from the following countries and areas are allowed to enter New Zealand without a visa:

- 
- Australia
 - Brunei Darussalam
 - Canada
 - Cook Islands
 - France
 - French Polynesia
 - Hong Kong (China) if holding SAR China passport
 - Japan
 - Republic of Korea
 - Macao (China) if holding Portugal passport
 - Malaysia
 - New Caledonia (if holding France passport)
 - Niue
 - Northern Mariana Islands, Commonwealth of the (if holding USA passport)
 - Singapore
 - Switzerland
 - United Kingdom
 - United States of America
 - Wallis and Futuna (if holding France passport)

Other nationals require a visa. The address of the nearest New Zealand embassy or consulate is shown in Annex B.

The following documentation is required to secure a visa:

- 
- Completed and signed application form
 - A passport valid for at least 3 months after date of departure from New Zealand
 - Recent passport-size photograph
 - Appropriate processing fee (unless waived)
 - Letter of support from WHO confirming reason for travel and itinerary



The visa application form can be downloaded from the Internet at:
www.immigration.govt.nz



Passport and visas (continued)



If you have difficulty in obtaining your visa, kindly communicate immediately with the:

Administrative Services Officer
World Health Organization
Regional Office for the Western Pacific
United Nations Avenue, Manila
Philippines
Tel.: +63 2 528 9608
Fax : +63 2 521 1036
E-mail: rcm57@wpro.who.int



It is very important that representatives send to the WHO Regional Office for the Western Pacific their completed travel and accommodation details form, indicating their expected time of arrival and passport details, as early as possible to enable us to help in the issuance of their visas.

Online registration is also available at:

www.wpro.who.int/rcm/register.aspx

Health regulations

No vaccinations are required to enter New Zealand.

Smoking

WHO has a policy of no smoking for all WHO meetings and associated functions.

Smoking in all hospitality venues, including bars, restaurants, cafes and casinos, is prohibited in New Zealand. If you wish to smoke, there are designated areas outside for smoking.

Medical services

New Zealand's public and private medical and hospital facilities provide a high standard of treatment and service. When travelling to New Zealand for a short period, comprehensive medical and travel insurance is strongly recommended for those not eligible for publicly subsidized personal health and disability services. New Zealand has reciprocal agreements with Australia and the United Kingdom only, and these cover nationals of those countries for "immediately necessary medical treatment" and "urgent medical treatment" as specified in the New Zealand/United Kingdom Reciprocal Health Agreement.

Limited medical coverage will be provided on-site during the session.

Visitors carrying prescription medicines or controlled drugs should:

- (1) have a prescription from their physician advising that the medicine is being used under a doctor's direction and is necessary for their physical well-being,
- (2) carry the drugs in their original containers and
- (3) have sufficient quantity not exceeding a three-month supply for prescription medicine or one-month supply for controlled drugs.

Currency and exchange rates

New Zealand's unit of currency is the New Zealand dollar (NZ\$). Coins have values of 5, 10, 20 and 50 cents, NZ\$ 1 and NZ\$ 2; notes have values of NZ\$ 5, NZ\$ 10, NZ\$ 20, NZ\$ 50 and NZ\$ 100.

There is no restriction on the amount of foreign currency that can be brought in or taken out of New Zealand. However, every person who

carries more than NZ\$ 10 000 in cash in or out of New Zealand is required to complete a Border Cash Report.

Foreign currency can be exchanged at banks, some hotels and Bureau de Change kiosks, which are found at the international airport and throughout the city.

All major credit cards can be used in New Zealand. Travellers cheques are accepted at hotels, banks and some stores.

Goods and services are taxed 12.5%. This tax is usually included in the advertised price.

As of 1 June 2006,
the exchange rate is
NZ\$ 1.57=US\$ 1.

Climate and clothing

Northern New Zealand is subtropical and the south is temperate. The warmest months are December, January and February and the coldest are June, July and August. There is little variation between traditional seasons, although winter tends to receive heavier rainfall than the summer. These seasons, as in Australia, are opposite of those in the Northern Hemisphere and consist of spring (September to November), summer (December to February), autumn (March to May) and winter (June to August).

In summer, the average maximum temperature ranges between 20°C-30°C and in winter between 10°C-15°C.

In September, a jacket or coat will be necessary as some days and most evenings can be cool (12°C-18°C).

For official functions, it is suggested that representatives should wear business suits or national costumes.

Language

English is the everyday language of New Zealand. New Zealand is a multicultural society and you may hear many other languages spoken, including Maori, which is also an official language of New Zealand.

Local time

New Zealand is one of the first places in the world to see the new day, 12 hours ahead of Greenwich Mean Time (GMT).

BUSINESS HOURS

Offices	08:30 to 17:00 Monday to Friday
Banks	09:30 to 16:30 Monday to Friday Banks are closed on weekends. Automated teller machines (ATM) are widely available at banks and shopping malls. International credit cards and ATM cards will work as long as they have a four-digit PIN encoded.
Shops	Shopping malls are open seven days a week from 09:00 to 16:00. Supermarkets generally are open every day from 08:00 to 20:00. Local products include indigenous jade (greenstone), paua (abalone) jewellery, Maori arts and crafts, woollen goods, pottery and wood products. Crafts tend to be of good quality and value. Shoppers will find that most goods in New Zealand are reasonably priced.

Telephone and facsimile

The country code for New Zealand is 64 and the area code for Auckland is 9.

New Zealand has an excellent telecommunications network. Both local and international calls can easily be made either through direct dialling or via the international operator. To make an international call, dial 00 plus the country code and area code followed by the local number.

Public telephone booths, referred to as "phone boxes", are plentiful. They are silver with yellow, blue or green signs,

according to how they operate. For example, yellow phone boxes accept credit cards; blue boxes take traditional coins; and green boxes accept phone cards. Phone cards may be purchased in denominations of NZ\$ 5, NZ\$ 10, NZ\$ 20 or NZ\$ 50. Phone cards may be purchased at local convenience stores, gas stations or bookstores. A local phone call costs NZ\$ 0.20 per minute.

Electricity and water



Electricity is supplied throughout New Zealand at 230/240 volts, 50 hertz. Most hotels provide 110 volt AC sockets (rated at 20 watts) for electric razors only.

For all other equipment, an adapter or converter is necessary, unless the item has a multi-voltage option. Please note that power outlets only accept flat 3- or 2-pin plugs, depending on whether an earth connection is fitted.

It is safe to drink tap water in New Zealand.

Local transport

Public transportation is excellent in New Zealand. Depending on the area, commuters can choose among buses, cable cars, ferries, taxis and trains. The transportation network links cities to their suburbs, and links the North and South Islands.

All major cities and most towns have taxi services available for travellers and commuters. Taxis are a quick and efficient means of getting around. In Auckland, the minimum fee is NZ\$ 2, with NZ\$ 2 for each additional kilometre travelled.

Tipping

Tipping in New Zealand is not obligatory even in restaurants and bars. However, tipping for good service or kindness is at the discretion of the visitor. Hotels and restaurants in New Zealand do not add service charges to their bills.

Spouse programme

The spouse programme will be provided on arrival in New Zealand.



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WHO REGIONAL COMMITTEE FOR THE WESTERN PACIFIC
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TRAVEL AND ACCOMMODATION DETAILS
(Please answer all questions)

Dr ☐ Professor ☐ Mr ☐ Ms ☐ Mrs ☐ Others ☐

Family name: _____

Other names: _____

Sex: Male ☐ Female ☐

Title: (e.g. Minister of Health) _____

Address: (Please indicate complete address as this will be included in the List of Representatives.)

☐ Representative ☐ UN agencies ☐ NGO/IGO ☐ Observer

Telephone: _____

Fax: _____

E-mail: _____

Please print how you wish your name to appear on the name badge.

My passport number is: _____

Date of birth: _____

Date and place of issue: _____

Date of expiry: _____

Nationality: _____

I shall be accompanied by:

Name: _____

Passport number: _____

Date of birth: _____

Date and place of issue: _____

Date of expiry: _____

Nationality: _____

	New Zealand date	Airline and flight number	New Zealand time
Arrival details			
Departure details			

Please check your preference below:

Name of hotel	Room type (rates in NZ and US dollars)		
	Single	Double or twin	Suite
Carlton Hotel Auckland (5-star)	<input type="checkbox"/> NZ\$ 180/night including GST (approximately US\$ 115/night) <input type="checkbox"/> NZ\$ 231/night including GST Carlton Club (approximately US\$ 147/night)	<input type="checkbox"/> NZ\$ 180/night including GST (approximately US\$ 115/night) <input type="checkbox"/> NZ\$ 231/night including GST Carlton Club (approximately US\$ 147/night)	<input type="checkbox"/> Executive suite NZ\$ 293/night including GST (approximately US\$ 187/night) <input type="checkbox"/> Balcony suite NZ\$ 405/night including GST (approximately US\$ 258/night)
Mercure Hotel (3-star)	<input type="checkbox"/> NZ\$ 124/night including GST Standard (approximately US\$ 79/night) <input type="checkbox"/> NZ\$ 146/night including GST Deluxe (approximately US\$ 93/night)	<input type="checkbox"/> NZ\$ 124/night including GST Standard (approximately US\$ 79/night) <input type="checkbox"/> NZ\$ 146/night including GST Deluxe (approximately US\$ 93/night)	<input type="checkbox"/> NZ\$ 191/night including GST (approximately US\$ 122/night)

NZ dollars are rounded to the nearest dollar.
Breakfast is not included in the hotel rate.
Please indicate if you will be sharing a room and who with.
Please advise any special dietary requirements.

Exchange rate: NZ\$ 1.57 = US\$ 1 (as of 1 June 2006).
All rooms will be nonsmoking unless advised otherwise.
A fee will be charged for early check-in and late check-out.

NOTE:

- This form should be completed and returned to the WHO Regional Office for the Western Pacific **by 21 July 2006**. We cannot guarantee hotel rooms and rates beyond this date.
- You may also register at our website address (www.wpro.who.int/rcm).

Please return this form to:

The Administrative Services Officer, World Health Organization, Regional Office for the Western Pacific,
United Nations Avenue, P.O. Box 2932, 1000 Manila, Philippines.

Fax: (63 2) 521 1036/(63 2) 526 0279/(63 2) 526 0362
Telephone: (63 2) 528 8001/(63 2) 303 1000

E-mail: rcm57@wpro.who.int

**FIFTY-SEVENTH SESSION OF THE
WHO REGIONAL COMMITTEE FOR THE WESTERN PACIFIC
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COUNTRY	VISA NOT REQUIRED	VISA REQUIRED	TRANSIT VISA REQUIRED	NEAREST EMBASSY/CONSULATE
Australia	x			
Brunei Darussalam	x (3 months)		Australia	
Cambodia		x	Australia	Embassy: M. Thai Tower, 14th Floor, All Seasons Place, 87 Wireless Road, Bangkok 10330 Tel: +662 2542530; Fax: +662 2539045
Canada	x (3 months)		Australia	
China		x	Australia	Embassy: No. 1 Ritan Dongerjie, Chanoyang District, Beijing 100600 Tel: +8610 6532 2731; Fax: +8610 6532 4317
Cook Islands	N/A	N/A		
Fiji		x	Australia	High Commission: Reserve Bank of Fiji Building, Pratt Street, Suva Tel: +679 3306090; Fax: +679 3303792
France	x (3 months)		Australia	
French Polynesia	x (3 months)		Australia	
Hong Kong (China)	If holding SAR China passport	If holding China passport	Australia	Consulate-General: 6501 Central Plaza, 18 Harbour Road, Wanchai, Hong Kong Tel: +852 25255044; Fax: +852 28452915
Guam		x	Australia	Consulate-General: Guam: 290 Salar Street, Tamuning, Guam 96931. P O Box 8196 Tel: +1 671 646 7662; Fax: +1 671 646 1061
Japan	x (3 months)		Australia	
Kiribati		x	Australia	High Commission: P.O. Box 53, Bairiki, Tarawa Tel: +686 21400; Fax: +686 21402
Korea, Republic of	x (3 months)		Australia	
Lao People's Democratic Republic		x	Australia	Embassy: M. Thai Tower, 14th Floor, All Seasons Place, 87 Wireless Road, Bangkok 10330 Tel: +662 2542530; Fax: +662 2539045
Macao (China)	If holding Portugal passport (3 months)	If holding China passport	Australia	Consulate-General: 6501 Central Plaza, 18 Harbour Road, Wanchai, Hong Kong Tel: +852 25255044; Fax: +852 28452915

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COUNTRY	VISA NOT REQUIRED	VISA REQUIRED	TRANSIT VISA REQUIRED	NEAREST EMBASSY/CONSULATE
Malaysia	x (3 months)		Australia	
Marshall Islands		x	Australia	High Commission: P.O. Box 53, Bairiki, Tarawa Tel: +686 21400; Fax: +686 21402
Micronesia, Federated States of		x	Australia	High Commission: P.O. Box 53, Bairiki, Tarawa Tel: +686 21400; Fax: +686 21402
Myanmar		x	Australia	Embassy: M. Thai Tower, 14th Floor, All Seasons Place, 87 Wireless Road, Bangkok 10330 Tel: +662 2542530; Fax: +662 2539045
Mongolia		x	Australia	Embassy, No. 1 Ritan Dongerjie, Chanoyang District Beijing 100600 Tel: +8610 6532 2731; Fax: +8610 6532 4317
Nauru		x	Australia	High Commission: Reserve Bank of Fiji Building, Pratt Street, Suva Tel: +679 3306090; Fax: +679 3303792
New Caledonia	If holding France passport (3 months)	x	Australia	Consulate-General: 4 Boulevard Vauban (BP2219) Noumea, New Caledonia Tel: +687 272543; Fax: +687 271740
New Zealand	N/A	N/A		
Niue	N/A	N/A	Australia	
Northern Mariana Islands, Commonwealth of the	If holding USA passport (3 months)	x	Australia	
Palau	*	x	Australia	Embassy: 23F BPI Buendia Centre, Sen Gil Puyat Ave., Makati City Tel: +632 8915358/6 or +632 8913272; Fax: +632 8915357
Papua New Guinea		x	Australia	High Commission: Waigani, PO Box 1051 Waigani, NCD, PNG Tel: +675 3259444; Fax: +675 3250565
Philippines		x	Australia	Embassy: 23F BPI Buendia Centre, Sen Gil Puyat Ave., Makati City Tel: +632 8915358/67 or +632 8913272; Fax: +632 8915357
Samoa		x	Australia	High Commission: Beach Road, Apia, Samoa Tel: +685 21721; Fax: +685 20086
Singapore	x (3 months)		Australia	

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COUNTRY	VISA NOT REQUIRED	VISA REQUIRED	TRANSIT VISA REQUIRED	NEAREST EMBASSY/CONSULATE
Solomon Islands		x	Australia	High Commission: City Centre Building Mendana Avenue, Honiara, Solomon Islands Tel: +677 21502; Fax: +677 22377
Switzerland	x (3 months)		Australia	
Thailand		x	Australia	Embassy: M. Thai Tower, 14th Floor, All Seasons Place, 87 Wireless Road, Bangkok 10330 Tel: +662 2542530; Fax: +662 2539045
Tokelau		x	Australia	High Commission: Beach Road, Apia, Samoa Tel: +685 21721; Fax: +685 20086
Tonga		x	Australia	High Commission: Corner TaufaAhua and Salote Roads, Tonga, Nuku Alofa, Tel: +676 23102; Fax: +676 23487
Tuvalu		x	Australia	High Commission: Reserve Bank of Fiji Building Pratt Street, Suva Tel: +679 3306090; Fax: +679 3303792
United Kingdom of Great Britain and Northern Ireland	x (6 months)		Australia	
United States of America	x (3 months)		Australia	
Vanuatu		x	Australia	High Commission: BDO Highway, Port Vila, Vanuatu Tel: +678 22903; Fax: +678 22648
Viet Nam		x	Australia	Embassy: Level 5, 63 Ly Thai To Street, Hanoi Tel: +844 821481; Fax: +844 8324480
Wallis and Futuna	x (if holding France passport)	x	Australia	High Commission: Reserve Bank of Fiji Building, Pratt Street, Suva Tel: +679 3306090; Fax: +679 3303792