



16th SPC Heads of Fisheries Meeting

22–26 April 2024



Original: English

Participants travel information for the 16th SPC Heads of Fisheries meeting.

FAME Secretariat

Information note detailing travel, accommodation and logistics arrangements for participants attending the 16th SPC Heads of Fisheries Meeting in Noumea.

1. The following information applies to participants nominated to attend the 16th SPC Heads of Fisheries meeting at the Pacific Community (SPC) Headquarters in Noumea, New Caledonia from 22nd to 26th April 2024.

Flight arrangements

2. The FAME meeting secretariat will organise the travel arrangements for participants. Economy class or excursion fare air tickets, if applicable, will be delivered by authorized travel agents of SPC.
3. The air ticket for a participant is based on the most direct and economical route and should there be any deviation in travel arrangements, the participant will bear the additional costs.
4. All subsequent travel arrangements and reconfirmation of return bookings will be handled by FAME meeting secretariat through the official travel agent.

Passport and visa requirements

5. Participants with passports from Pacific Island Countries and Territories (PICTs) do not require a visa to enter New Caledonia if the stay is less than 90 days within a 6-month period. If you are staying longer or entering on a 1-way ticket, then a French long-term visa is required.
6. A valid passport is required and must be valid for a least 6 months from the return ticket date.
7. It is the responsibility of the participants to obtain the appropriate visa required for travel.

Travel and medical Insurance

8. The Pacific Community does not cover participant's insurance while attending meetings or during travel to and from New Caledonia and will not be responsible for any expenses arising out of loss, sickness, injury, other disability, or loss of life. It is, therefore, the participants' own responsibility to ensure that their travel is covered by insurance.
9. **You must have medical or travel insurance to be able to board your flight to Noumea.** If your Ministry and/or country does not offer one for you, you may consider purchasing insurance with Fiji Care: https://www.fijivisitorsinsurance.com/clients/outbound_policy **You will not be able to travel without proof of medical or travel insurance.**

Entry conditions relating to COVID-19

10. It is the responsibility of the nominated official to enquire and confirm travel and entry requirements for the respective country(s), including any transit countries enroute, prior to travel.

Hotel accommodation

11. Delegates will be accommodated in the following hotel:

Le Nouvata Hotel
123, Promenade Roger Laroque,
l'Anse Vata
98800
Nouméa
Tel : +68726-05-12
www.nouvata.nc

Airport pick-up

12. Meeting participants will be picked up at the La Tontouta International Airport by an airport transfer company, **ARC EN CIEL**, generally located just outside the arrival terminal. Participants are encouraged to email fame_meetings@spc.int cc: sandrinac@spc.int to confirm their arrival date and time.
13. If for some reason participants are not met by SPC-arranged transport, they are requested to proceed to the Arrival Information Counter for assistance to get a taxi or general airport transfer.
14. The expected taxi fare from the airport to Noumea is 5000 XFP and bus fare is around 3,000 XFP. Payment can be made in cash or with a credit card. Reimbursement will be provided upon submission of receipts to the FAME meeting secretariat.

Daily subsistence allowance, currency, and rate of exchange

15. For SPC funded participants, hotel accommodation, will be paid directly to the hotel. Lunches on meeting days will be provided by SPC.
16. Participants will be paid a daily subsistence for other costs based on SPC's Noumea per diem rate (full rate is 270 Euros / 32,220 XFP per day) after accommodation and lunches, provided during the meeting, have been deducted.
17. The currency of New Caledonia is the Central Pacific Franc (CPF / XPF). The exchange rate is currently 1 USD = 111.80 XPF (subject to change).

Language

18. New Caledonia is a French speaking territory. SPC's working languages are both English and French. Simultaneous interpretation in both languages will be provided throughout the meeting plenary sessions.

Climate

19. The average temperature in April ranges from 27 - 32 degrees Celsius. Overnight temperatures can be noticeably cooler.

Special requirements

20. Participants with special requirements (e.g. dietary requirements, disabilities or special needs) are encouraged to reach out to the FAME meeting secretariat at fame_meetings@spc.int for special arrangements prior to their travel.

Attire Protocol

21. SPC generally has a respectful informal approach to meetings, although island formal attire is often worn during meetings and formal occasions. Should you have any protocol matters we should be aware of in preparation for your travel, please advise us.

SPC address

22. Address for the Pacific Community Headquarters:

**95 Promenade Roger Laroque, Anse Vata
BP D5
98848 Noumea
New Caledonia
Email: spc@spc.int
Phone: +687 26 20 00
Fax: +687 26 38 18.**

Further enquiries

23. For further enquiries please email fame_meetings@spc.int or sandrinac@spc.int ,
nataliet@spc.int

Note: The information provided here was accurate at the time of drafting, and SPC will endeavour to provide any updates to changing requirements, as it becomes available. However, it is the participants' responsibility to confirm travel and entry requirements for the respective country of entry and return prior to travel.