

# Pacific Infection Prevention and Control Network Meeting

SPC/Health/PICNet1 (2023)

Information Sheet  
ORIGINAL : ENGLISH

2023 PACIFIC INFECTION PREVENTION AND CONTROL NETWORK MEETING,  
24 – 26 May 2023, Nadi, Fiji

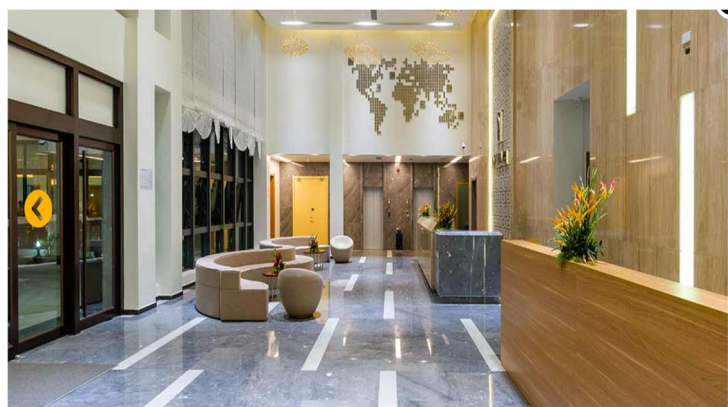
## INFORMATION SHEET

Date : 24-26 May, 2023

Venue : Nalagi Hotel, Nadi

Phone : (679) 7977 015

### INFORMATION SHEET



The Nalagi Hotel in Nadi, Fiji is the venue for the **(PICNet) Meeting; 24-26 May, 2023**. The workshop will be held at the **level 1 conference room**, which is a short and lovely walk from your rooms. **Please enquire at the Hotel concierge for directions**. Participants will be accommodated at the Nalagi Hotel.

### **1. TRAVEL FROM THE AIRPORT TO HOTEL**

The hotel is located at lot 20 DP 2776, Queens Highway, Nadi, which is about 7 km from Nadi International airport. The Hotel does not provide shuttle services please use airport taxis to travel to the hotel. Taxi fares on average from Nadi International airport to the Nalagi Hotel is approximately FJD\$15.00 but should not be more than \$30.00.

On your return international flights please ensure you check-in at least 3 hours prior to departure as immigration and security clearance can be a delayed process.

### **2. ACCOMMODATION & MEALS**

Breakfast is served at the Restaurant from 6:30 am to 10.00 am and included in your accommodation package. Morning/Afternoon Tea and Lunch will be provided on the meeting days. Please let us know if you have any food allergies or a medical condition that may need attending to.

**Check in Time: 2.00pm and check out Time: 11.00am.** It is essential that all meeting participants check out from their rooms by 11.00 am on the day of departure.

**PLEASE SETTLE YOUR INCIDENTAL EXPENSES CHARGED TO YOUR OWN ROOM PRIOR TO DEPARTURE.** You may find it useful to request a preview and /or payment of your bill the day before check-out.

### **3. BANKING**

The hotel does not have any Bank ATM. You may need to visit Namaka Nadi town to access your personal funds.

- Bank of South Pacific (BSP)
- Westpac Bank
- ANZ
- others

### **4. INTERNET SERVICES**

The hotel provides complementary internet in your rooms or in any other area in the hotel. Login in details will be given by the Hotel during check in. Internet will **ALSO** be provided at the meeting room and available during breaks and after the meeting (at the meeting room).

## 5. MEETING DOCUMENTS

The meeting documents are available and will be sent to your emails.

## 6. PER DIEM

All participants from PICT's are entitled to a daily per Diem to cover for dinner and incidental expenses. Your accommodation is covered by SPC. The per diem balance will be paid in FJD and can be collected from the secretariat room on the first day of the pre-meeting workshop (Wednesday 24<sup>th</sup> May) **upon submission of boarding passes (please do not throw away your boarding passes). Most of the Participant may have received their per diem, please do provide your boarding pass on the first day of the workshop to Ms Avikali Tila.**

## 7. VISA REQUIREMENTS/PASSPORT VALIDITY

Participants are responsible to ensure you have a valid visa for Fiji and transit countries. PASSPORT VALIDITY SHOULD NOT BE LESS THAN 6 MONTHS FROM DATE OF SCHEDULED ENTRY INTO FIJI.

### Medical insurance

The Pacific Community does not cover insurance for participants while attending meetings or during travel to and from and will not be responsible for any expenses arising out of loss, sickness, injury, other disability, or loss of life. It is the participants' own responsibility to ensure that their travel is covered by insurance.

**Foreign travellers from outside are required to have travel / medical insurance for entry into Fiji. You can purchase this online system: [Fiji Care - Insurance Company \(fijivisitorsinsurance.com\)](http://fijivisitorsinsurance.com)**

### Workshop documents

Participants should bring their laptops to the workshop. All participants will be required to have a laptop at the workshop on Wednesday 24<sup>th</sup> May. The focus is to have a paperless workshop. The documents can be downloaded a week before the start of the workshops from the link:

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## 8. LOSS OF LUGGAGE & SECURITY MEASURES

Where possible please enquire at the airline check in at the commencement of your journey if your luggage can be checked through to your final destination. In the event your luggage does not arrive with you, it is very important that you report this to the airline staff BEFORE clearing customs. You should obtain a Property Irregularity Report from the airline desk BEFORE leaving the airport and submit it to the Secretariat. Please ensure you follow the safety rules on liquids to prevent delays at security checks. Carry a change of clothes and any medicines (100ml or less per pkt/etc, as per airport policy) in your hand luggage. Do not pack valuable items in your luggage. In the event of loss, their value may exceed the maximum covered by insurance and proof of purchase will be required to process any claim.

## 9. CLIMATE AND CLOTHING

The temperature in Nadi can range from 26°C - 33°C. Rainy weather is experienced intermittently so it is convenient to have an umbrella on hand when venturing out. The hotel meeting rooms are air-conditioned, and you are advised to bring cardigan/shawl or jacket.

## 10. CONTACT PERSONS

For logistic queries and / or assistance, please contact:

NAME	EMAIL ADDRESS	PHONE NUMBER
Avikali Tila	<a href="mailto:avikalit@spc.int">avikalit@spc.int</a>	+679 8087341