

# **33<sup>rd</sup> APEC Transportation Working Group Meeting (APEC TPT-WG33)**

## **Administrative Circular No.1**

**Monday 11 October to 14 Thursday October 2010**

**The Hilton Tokyo Bay Hotel, Tokyo**

**Japan**

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## 1. MEETING OVERVIEW

The Ministry of Land, Infrastructure, Transport and Tourism of Japan warmly welcomes all participants to the 33<sup>rd</sup> APEC Transportation Working Group Meeting (TPT-WG33, which will be held at the Hilton Tokyo Bay Hotel, Tokyo, from Monday 11 October 2010 to Thursday 14 October 2010.

## 2. PROGRAM

Please see a draft program of TPT-WG33 at **Annex A**.

## 3. MEETING SECRETARIAT

The TPT-WG33 Secretariat will be responsible for all administrative and logistics arrangements, accreditation, documentation, facilities and other related activities.

We would like to provide detail information about secretariat shortly.

If any questions, please contact:

Mr. Sho Sugano

Ministry of Land, Infrastructure, Transport and Tourism, Japan

Tel: 81-3-5253-8312

Fax: 81-3-5253-1561

Email: [sugano-s2rv@mlit.go.jp](mailto:sugano-s2rv@mlit.go.jp)

Mr. Hirotatsu Teraoka

Ministry of Land, Infrastructure, Transport and Tourism, Japan

Tel: 81-3-5253-8312

Fax: 81-3-5253-1561

Email: [teraoka-h276@mlit.go.jp](mailto:teraoka-h276@mlit.go.jp)

Mr. Yasaburo Hikasa (Japan's HOD)

Ministry of Land, Infrastructure, Transport and Tourism, Japan

Tel: 81-3-5253-8312

Fax: 81-3-5253-1561

Email: [hikasa-y2d4@mlit.go.jp](mailto:hikasa-y2d4@mlit.go.jp)

#### 4. MEETING VENUE

The TPT-WG33 will be held at the Hilton Tokyo Bay hotel, the official hotel of Tokyo Disney Resort.

Address: 1-8 Maihama, Urayasu-shi, Tokyo Japan 279-0031

Tel: 81-47-355-5000 Fax: 81-47-355-5019

It is just 20 minutes by train from Tokyo Station. .



For more information, please visit the web site at [www1.hilton.com/en\\_US/hi/hotel/TYOTBTW-Hilton-Tokyo-Bay/index.do](http://www1.hilton.com/en_US/hi/hotel/TYOTBTW-Hilton-Tokyo-Bay/index.do)

#### 5. ACCREDITATION PROCESS

##### 5.1 Nomination of Delegation Accreditation Officer (DAO)

All economies are requested to nominate a Delegation Accreditation Officer (DAO) **by Monday 3 September 2010** in the following format:

1. Representing Economy
2. Family Name
3. Given Name
4. Email Address
5. Contact Number
6. Organization

DAOs will be the main channel of communication between the Host Economy (Japan) and attending delegations for matters relating to accreditation.

##### 5.2 On-line Accreditation and Registration Process

All APEC economies, APEC Secretariat APEC Official Observers and Invited Guests (including business people and non-member participants) are requested to arrange on-line accreditation and registration with their Delegation Accreditation Officer (DAO). The DAOs contact list will be furnished in the second administrative circular.

### 5.3 Delegates' Kit

On-site registration for the 33<sup>rd</sup> APEC Transportation Working Group Meeting will be at the Hilton Tokyo Bay.

Upon arrival, delegates can proceed to collect their name badges and delegates' kit at the Registration Desks located at Level 2 Foyer, Hilton Tokyo Bay.

Operation hours of the Registration Desk are as follows:

Sunday 10 October 2010	0900 – 1800 hrs
Monday 11 October 2010	0730 – 1700 hrs

Name badges should be worn at all times and will be required for entry to all meeting venues, functions and technical tours.

## 6. ACCOMMODATION

Delegates are encouraged to stay at the Hilton Tokyo Bay hotel. However a list of other hotels is at **Annex C**.

The Meeting Secretariat has made pre-bookings with these suggested hotels; pre-booking will be available until **21 September 2010**. Booking of rooms made after the deadline will be subject to room availability. Delegates are requested to reserve, guarantee and arrange payment of their rooms on their own accord with these hotels directly.

More information such as room rate and reservation site will be provided shortly.

## 7. TECHNICAL VISITS (Information will be provided shortly)

## 8. CULTURAL TOURS

CULTURAL TOURS are not organized on the 33<sup>rd</sup> APEC TPTWG.

We introduce useful websites for obtaining information about Japanese culture and places of interest: [VISIT JAPAN Year 2010 \(www.vjy2010.jp/index.html\)](http://www.vjy2010.jp/index.html)

More information will be provided in the next Administrative Circular

*(Information accurate as at 12 AUG 2010)*

## 9. SOCIAL FUNCTION

### 9.1 Welcome Reception

A Welcome Reception will be held on Monday 11 October 2010 at the Crystal, Level 2, Hilton Tokyo Bay. The dress code is smart casual attire.

### 9.2 Farewell Lunch

A Farewell Lunch will be held on Thursday 14 October 2010 at the Crystal, Level 2, Hilton Tokyo Bay. Delegates are advised to wear smart casual attire for this event.

## 10. DOCUMENT REPRODUCTION AND PRESENTATIONS

### 10.1 Important requirements for submission of meeting document

Please submit **all documents in soft copy**.

No documents will be accepted or reproduced unless it is submitted in soft copy together with a **Document Reproduction Request Form (DRRF)**. Please refer to **Annex D**.

Please submit documents by the stipulated **deadlines**. This will allow papers to be produced in advance, and will allow time for their review by the delegates before they are discussed.

Please **do not** password-protect your files (Word, PPT, PDF etc) as the Documentation Center will need to insert the standard cover page into each document.

### 10.2 Submission of APEC TPTWG Papers

All documents and Power Point presentations for the 33<sup>rd</sup> APEC TPTWG Meeting must be submitted in **soft copy** via email by **Monday 20 September 2010** to:

APEC TPTWG33 Documents

Tel: 81-3-5253-8312

Fax: 81-3-5253-1561

Email: [sugano-s2rv@mlit.go.jp](mailto:sugano-s2rv@mlit.go.jp)

[teraoka-h276@mlit.go.jp](mailto:teraoka-h276@mlit.go.jp)

### **10.3 Document Production Center**

A Document Production Center will be available at the Hilton Tokyo Bay (Level 2) and will be open daily from **8.00 am to 8.00 pm**.

### **10.4 Document Distribution**

Documents for meetings will be distributed in the appropriate meeting rooms before the start of each meeting.

## **11. OFFICIAL LANGUAGE OF THE MEETING**

English will be the official and working language used at the 33<sup>rd</sup> APEC TPTWG Meeting.

## **12. FACILITIES**

### **12.1 Prayer Room**

A Prayer Room will be provided in Hilton Tokyo Bay.

## **13. DRESS CODE**

The dress code for all the meetings is business attire unless otherwise advised.

## **14. DIETARY REQUIREMENTS**

Food in halal and food for vegetarian will be provided at the Welcome Dinner, Farewell lunch and the lunches.



## 15. ARRIVAL AND ENTRY FORMALITIES

### 15.1 Arrival Formalities

All APEC delegates are required to possess a passport (at least 6 months validity) to enter Japan. A business visa is required for delegates from certain Economies entering Japan for the purpose of the APEC meetings. Please see **Annex E** for details.

Additional entry requirements are available from the Ministry of Foreign Affairs of Japan website ([www.mofa.go.jp/j\\_info/visit/visa/](http://www.mofa.go.jp/j_info/visit/visa/)) or the call center for inquires concerning Visas (81-3-5501-8431).

Upon arrival, APEC delegates are to present their passport and a completed Disembarkation / Embarkation Card (provided in-flight by airline) to the Immigration and Checkpoints Authority officer. After immigration clearance, the Disembarkation portion will be retained by the officer. The Embarkation portion will be returned to the delegate.

Delegates are advised to check their passports for exit endorsements before they leave the checkpoint.

Upon departure from Japan, the Embarkation portion retained by the delegate should be presented to the Immigration and Checkpoints Authority officer.

All delegates must present the same passport upon arrival in Japan as the one used in their application for accreditation.

### 15.2 Departure Formalities

In line with international practices, APEC delegates are required to go through security checks at the airport.

All checked baggage will be screened by airport security. The following items are prohibited and should not be brought on board all flights entering into and departing from Japan:

- Firearms of any type including replicas or toys;

- Explosives including fireworks, flares, toy gun caps;
- Gases including compressed gas cylinders, tear gas, mace, pepper sprays, household aerosols;
- Flammable materials including petrol, lighter fuel, paint, thinners, non-safety matches, fire lighters, flammable glue;
- Poisons including weed killers, pesticides, insecticides;
- Corrosive substances including batteries, mercury;
- Other dangerous goods such as magnetized or radioactive material, toxic or infectious substances like laboratory diagnostic samples.

Further information on aviation security in Japan, restricted baggage items can be retrieved from: <http://www.narita-airport.jp/en/news/hoan/hoan.html#hoan>

Guidelines that restrict the amount of Liquids, Aerosols and Gels (LAGs) that passengers can carry in their hand-carried luggage apply to all flights departing from Japan. Passengers are advised to check in all LAGs that do not meet the new guidelines. LAGs should be packed in accordance with the new guidelines:

- LAGs for personal use on board the flight must be in containers with a maximum capacity of not more than 100ml each. LAGs in containers larger than 100ml will not be accepted, even if the container is partially-filled;
- Containers must be placed in a transparent re-sealable plastic bag with a maximum capacity not exceeding 1-litre. These containers must fit comfortably within the transparent re-sealable plastic bag, which must be completely closed;
- Each passenger is allowed to carry only one transparent re-sealable plastic bag, which must be presented separately for examination at the security screening point;



- Exemptions will be made for medications, baby food and special dietary items. These items will be subjected to additional checks at the security screening point.

Further information on the new guidelines is available at the [Guidelines for Liquids, Aerosols and Gels in Hand-Carried Luggage](#) webpage.

### 15.3 Ground Transport Services

Delegates are required to make their own airport transfer arrangements to their hotels. Please proceed to the Travel Advisory Desks for advice on options on airport transfers to your hotels. Airport ground transport service are available: airport limousine bus, taxis and trains. The ticket desks are available at the Arrival Hall of Terminals 1 and 2 to help arrange transportation services into the city.

Map Terminal1: [http://www.narita-airport.jp/en/guide/service/list/map/32\\_t1\\_1f.html](http://www.narita-airport.jp/en/guide/service/list/map/32_t1_1f.html)

Terminal2: [http://www.narita-airport.jp/en/guide/service/list/map/32\\_t2\\_1f.html](http://www.narita-airport.jp/en/guide/service/list/map/32_t2_1f.html)

#### Airport limousine:

We highly recommend taking the airport limousine bus to go to Maihama (Hilton Tokyo Bay and other supporting hotels are situated in this area) directly from Narita.

- \* We are also considering about such other options as chartered buses. We will provide information shortly.

Bus terminals are located at the outside of Terminals 1 and 2. Information and ticket desks are right outside the customs clearance exit.

Travel Fare: Approximately JPY 2500-3500

Travel Time: Approximately 60 min – 90 min ( From Narita to Tokyo/Maihama)

Airport Limousine Bus official website

[\(www.limousinebus.co.jp/en/\)](http://www.limousinebus.co.jp/en/)

Taxis:

Taxi stands are available at the Arrival Hall. Taxi services are available 24 hours daily.

Travel Fare: Approximately JPY15000-26000 (From Narita to Tokyo)

Midnight surcharge: 20 or 30% of metered fare (2200/2300 – 0459 hours)

Trains (Mass Rapid Transit):

The Mass Rapid Transit (MRT) station is located under Terminal 1 and 2.

-SKYLINER (KEISEI LINE)

Travel Fare: JPY2400 〈From Narita to Nippori or Ueno(Tokyo area)〉

Travel Time: Approximately 40 minutes

-Narita Express (JR LINE)

Travel Fare: Approximately JPY 3000 ( From Narita to Tokyo)

Travel Time: Approximately 80 minutes

For more details of Grand Transport Services , please refer to the respective websites below.

• Information about Grand Transport Services

([www.narita-airport.jp/en/guide/service/list/svc\\_32.html](http://www.narita-airport.jp/en/guide/service/list/svc_32.html))

•

• SKY LINER official website

([www.keisei.co.jp/keisei/tetudou/skyliner/us/](http://www.keisei.co.jp/keisei/tetudou/skyliner/us/))

• Narita Express official website

(<http://www.jreast.co.jp/e/nex/index.html>)

## 15.4 Tipping

Tipping is not customary in Japan. Most hotels and restaurants already impose a 10% service charge, and a gratuity is not expected in excess of this.

## 16. GENERAL INFORMATION

**Japan** is situated in northeastern Asia between the North Pacific and the Sea of Japan. The area of Japan is 377,873 square kilometers, nearly equivalent to Germany and Switzerland combined or slightly smaller than California. Japan consists of four major islands, surrounded by more than 4,000 smaller islands.

Many people probably think of Japan as Mt. Fuji, geisha girls, sumo wrestling, animated cartoons electric home appliances, or something else associated with Japan.

While Japan has a long history and traditional culture, it also sets global trends in fashion, animated cartoons, and other aspects of modern culture.

Further information on Japan, especially history and culture, will be found at the websites below.

· VISIT JAPAN Year 2010 ([www.vjy2010.jp/index.html](http://www.vjy2010.jp/index.html))

· Japan National Tourism Organization ([www.jnto.go.jp/eng/index.html](http://www.jnto.go.jp/eng/index.html))

### 16.1 Climate / Clothing

Japan has a temperate climate with four distinct seasons. Autumn always brings such freshness with a light breeze and cool temperature after the hot and humid summer. All forests are dyed in glorious autumn colors. Chrysanthemums create beautiful displays with their abundance of flowers to enchant visitors to parks and gardens. Generally temperature is around 21°C (70°F) during the day and 15°C (59°F) at night.

Clothing: light jackets, light sweaters and other similar kinds of tops

### 16.2 Banking and Currency

The local currency is Japanese yen. Notes come in denominations of JPY1,000, JPY2,000, JPY5,000 and JPY10,000. Coins come in denominations of 1, 5, 10, 50, 100 and 500 yen.

Passports are required when cashing travellers' cheques. You will also find money changers in shopping centers. Normal banking hours are Mondays to Fridays: 0900 - 1700 hours, and Some bank branches are open on Saturdays.

### 16.3 Time

Standard time zone: UTC/GMT +9

### 16.4 Language

There is only one official language spoken in Japan, which is of course Japanese. However, many Japanese are able to understand English to a certain extent since English is the foreign language that everyone must learn as part of compulsory education.

### 16.5 Electricity and Drinking Water

The voltage in Japan is 100 volts AC, 50 (Eastern Japan) or 60 (Western Japan) cycles per second. Most hotels provide transformers and adapters on request.

Tap water is safe for drinking. Bottled mineral water is available at any local supermarket or convenience store.

### 16.6 Useful Phone Numbers

Police:	110 (toll-free)
Emergencies/Ambulance/Fire Brigade:	119 (toll-free)
JR's English Language Telephone:	(03)3423-0111
Tokyo Hospital Information	(03)3212-2323

### 16.7 Smoking

Smoking is not prohibited in Japan however bans on smoking and the separation of smoking areas are being promoted. A lot of enclosed spaces is prohibited such as vehicles, museums, libraries, lifts (elevators), theatres, cinemas, (air- conditioned restaurants), supermarkets, department stores and government offices as well as in air-conditioned pubs.

Smoking is also prohibited at indoor public places (eg. shops, shopping/neighborhood centers, factories, offices) regardless of whether they are air-conditioned; lift and hotel lobbies; within 5 meters of entrances and exits to indoor area of buildings and facilities where smoking is prohibited; playgrounds and exercise areas; markets; multi-storey and basement car parks; and ferry terminals.

## 16.8 Taxes

There is a 5% sales tax, called “Shohi-zei” (consumption tax). Tax refunds may be obtained at Global Refund counters at Narita Airport or respective shops’ service desks.

## 17. MEDICAL FACILITIES

Medical facilities are not available at the meeting venue.

However If you need to receive treatments in emergency situations, we will recommend the hospitals that are listed below.

### **Juntendo University Urayasu Hospital**

2-1-1 Tomioka Urayasu-shi Chiba Japan

Tel: 81-47-353-3111

Operating Hours:

Mon to Sat 8.00 am to 11.00 am

\* In an emergency case: Operating for 24 hours

### **Tokyo Bay Urayasu Ichikawa Medical Center**

3-4-32 Todaijima Urayasu-shi Chiba Japan

Tel: 81-47-351-3101

Operating Hours:

Mon to Fri 8.00 am to 11.00 am (For the initial visit)

13:00 pm to 16:00 pm

\* In an emergency case: Operating for 24 hours

**ANNEX A**

**DRAFT PROVISIONAL PROGRAM**

<b>TIME</b>	<b>ACTIVITY</b>	<b>VENUE (UNDER CONSIDERATION)</b>
<b>SUNDAY, 10 October 2010 (Management Group &amp; HOD1)</b>		
0900-1800	Registration	
1330-1500	Management Group Meeting	
1500-1530	Coffee Break	
1530-1700	Heads of Delegation (HOD1) Meeting	
Evening	Free – own arrangements	



<b>TIME</b>	<b>ACTIVITY</b>	<b>VENUE (UNDER CONSIDERATION)</b>
<b>MONDAY, 11 October 2010 (DAY 1)</b>		
0730-1700	Registration	
1000-1200	Opening Plenary	
1200-1330	Lunch	
1330-1500	<u>Experts Group Break-out Meetings:</u>	
	- Aviation Experts Group (AEG)	
	- Maritime Experts Group (MEG) - Maritime Security Sub-Group	
	- Land Experts Group (LEG)	
	- Intermodal and ITS Experts Group (IEG)	
1500-1530	Coffee Break	
1530- 1800	<u>Sub-Group Break-out Meetings:</u>	
	- Air Services Sub-Group	
	- Aviation Safety Sub-Group	
	- Aviation Security Sub-Group	
	- Maritime Experts Group	
	- Maritime Security Sub-Group	
	- Vehicle Standards Harmonization Sub-Group	
	- Road Safety Sub-Group	
	- Intermodal & ITS Experts Group	
1830 - 2030	Welcome Reception	

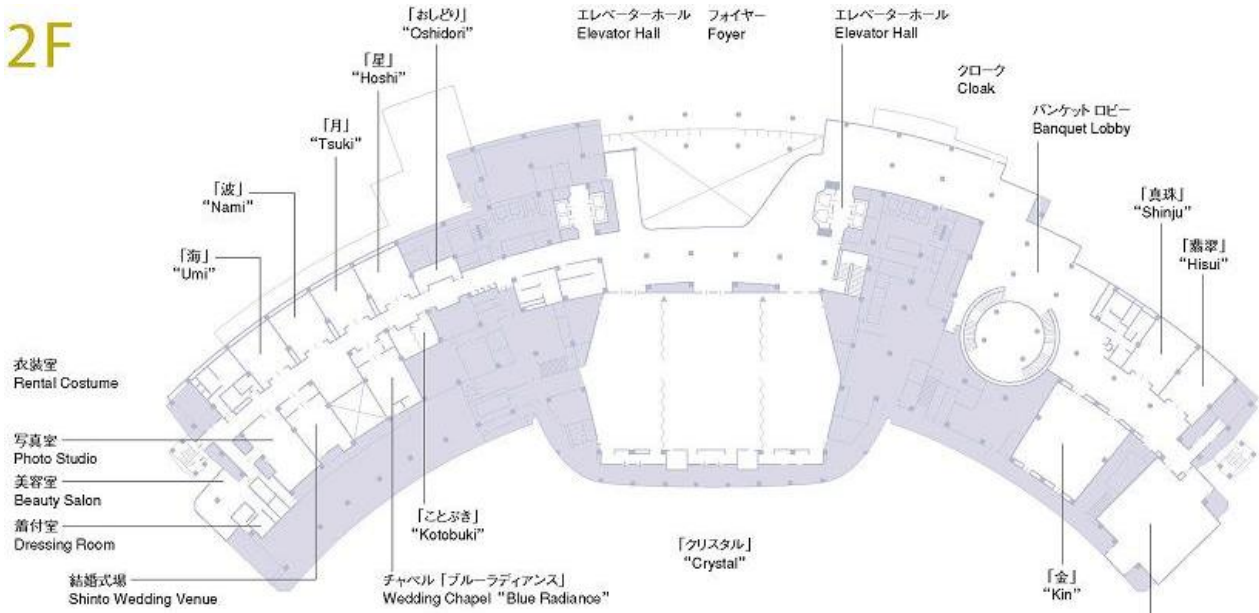
<b>TIME</b>	<b>ACTIVITY</b>	<b>VENUE (UNDER CONSIDERATION)</b>
<b>TUESDAY, 12 October 2010 (DAY 2)</b>		
0900-1000	<u>Sub-Group Break-out Meetings:</u>	
	- Air Services Sub-Group	
	- Aviation Safety Sub-Group	
	- Aviation Security Sub-Group	
	- Maritime Security Sub-Group	
	- Vehicle Standards Harmonization Sub-Group	
	- Road Safety Sub-Group	
	- Intermodal & ITS Experts Group	
	A Workshop on Competition Policy Related to Liner Shipping (MEG)	
1000-1030	Coffee Break	
1030-1200	Sub-Group Break-out Meetings (continued)	
	A Workshop on Competition Policy Related to Liner Shipping (MEG) (continued)	
1200-1330	Lunch	
1330-1530	Sub-Group Break-out Meetings (continued)	
	A Workshop on Competition Policy Related to Liner Shipping (MEG) (continued)	
1530-1600	Coffee Break	
1600-1800	Preparation of Final Reports by Sub-groups for Experts Group Chairs	
	A Workshop on Competition Policy Related to Liner Shipping (MEG) (continued)	
Evening	Free – own arrangements	

<b>TIME</b>	<b>ACTIVITY</b>	<b>VENUE (UNDER CONSIDERATION)</b>
<b>WEDNESDAY, 13 October 2010 (DAY 3)</b>		
0830-1000	<u>Break-out Meetings: Experts Groups</u>	
	- Aviation Experts Group (AEG)	
	- Maritime Experts Group (MEG)	
	- Land Experts Group (LEG)	
	- Intermodal and ITS Experts Groups (IEG)	
1000-1030	Coffee Break	
1000-1200	Experts Group Break-out Meetings (continued)	
1200-1330	Lunch	
1330-1530	Experts Group Break-out Meetings (continued)	
1530-1600	Coffee Break	
1600-1800	Preparation of Experts Group Reports for HODs and Closing Plenary	
Evening	Free – own arrangements	
<b>THURSDAY, 14 October 2010 (DAY 4)</b>		
0800-1015	HOD2 Meeting	
1015-1045	Coffee Break	
1045-1200	Closing Plenary	
1200-1330	Fare well Lunch	
1400-1800	Technical Tours (3 options) 1. Aviation – 2. Land Transport – 3. Maritime –	

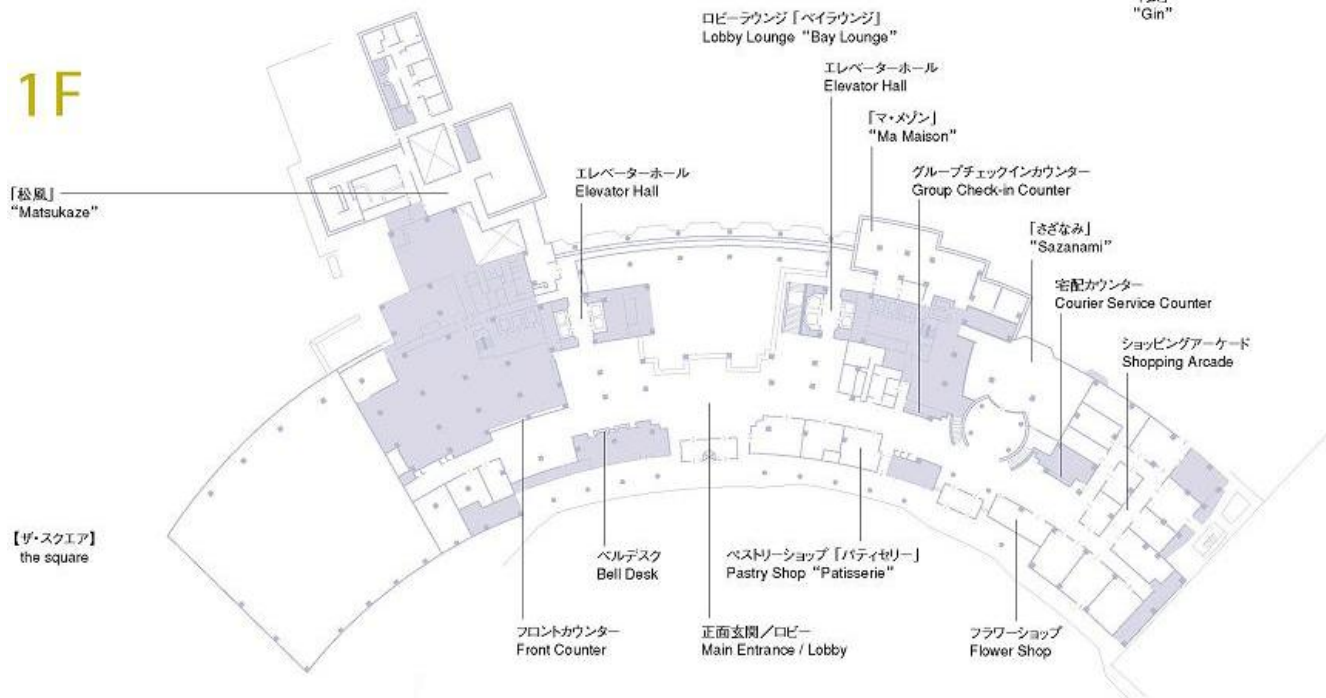
ANNEX B

LOCATION MAP

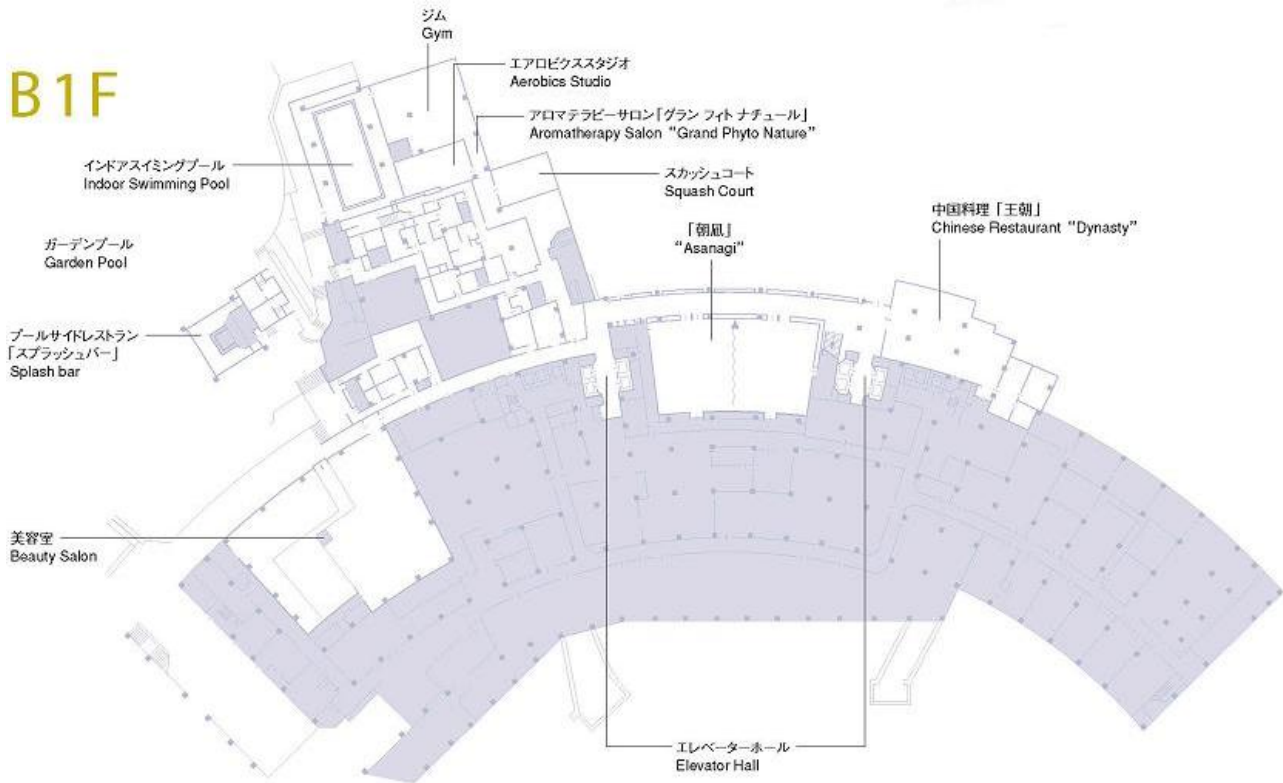
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**ANNEX C**

**List of Suggested Hotels (We will provide more information shortly)**

**Official Hotel**

<b>Hotel Name Address and Contact Details</b>	<b>Hotel Category</b>	<b>Distance to Meeting Venue</b>
<b>Hilton Tokyo Bay</b>  1-8 Maihama, Urayasu-shi, Chiba 279-0031 Japan Tel: 81-47-355-5000 Fax: 81-47-355-5019	4Star	0

**Supporting Hotels**

<b>Hotel Name Address and Contact Details</b>	<b>Hotel Category</b>	<b>Distance to Meeting Venue</b>
<b>Sheraton Grande Tokyo Bay</b>  1-9 Maihama, Urayasu-shi, Chiba 279-0031 Japan Tel: 81-47-355-5555 Fax: 81-47-355-5566	4 Star	11 min walk (560m)
<b>Hotel Okura TOKYO BAY</b>  1-8 Maihama, Urayasu-shi, Chiba 279-8585 Japan Tel: 81-47-355-3333 Fax: 81-47-355-3366	4.5 Star	9 min walk (480m)
<b>SUNROUTE PLAZA TOKYO</b>  1-6, Maihama, Urayasu-shi, Chiba 279-0031 Japan Tel: 81-44-357-1111 Fax: 81-44-354-7871 /	3.5Star	11 min walk (580m)

**ANNEX D**

**DOCUMENTATION REPRODUCTION REQUEST FORM (DRRF)**

*\*Please use one DRRF per document.*

Meeting Name	
Meeting Date	

**CONTACT PERSON INFORMATION**

Title	<input type="checkbox"/> H.E <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.
First Name	
Last Name	
Organization	
Tel No.	
E-mail	

**DOCUMENT DETAILS**

*The information below will be used to create the cover page for each paper/presentation and to update the document classification list for each meeting.*

<b>Title</b>	
<b>Agenda Item</b>	
<b>Contact Person</b>	
<b>Purpose – Consideration OR Information</b>	
<b>Access - Public OR Restricted</b> If restricted, state reason e.g. draft, under consideration, working document, nonpaper, etc.	

<b>Submitted By</b> {Economy / Secretariat / Observer}	
{If identical document was tabled at an earlier meeting}	
<b>Forum Doc. No.</b>	
<b>No. of Pages:</b>	
<b>Estimated No. of Copies:</b>	

**Please send SOFT COPY of document and DRRF to:**

APEC TPTWG33 Documents

Tel: 81-3-5253-8312

Fax: 81-3-5253-1561

Email: [sugano-s2rv@mlit.go.jp](mailto:sugano-s2rv@mlit.go.jp)

[teraoka-h276@mlit.go.jp](mailto:teraoka-h276@mlit.go.jp)

**FOR OFFICIAL USE ONLY**

**Document No. Assigned:**



**ANNEX E**

**JAPAN BUSINESS VISA REQUIREMENTS**

The chart below sets out the visa requirements for various passport holders for entering Japan. The maximum period of stay under visa exemption measures is indicated in brackets.

<b>Economy</b>	<b>Ordinary Passport</b>	<b>Diplomatic or Official Passport</b>
Australia	Not required (90 days)	Not required (90 days)
Brunei Darussalam	Not required (14 days)	Not required (14 days)
Canada	Not required (3 months)	Not required (3 months)
Chile	Not required (3 months)	Not required (3 months)
People's Republic of China	Required	Required
Hong Kong, China	Not required (90 days) <sup>1</sup>	—
Indonesia	Required	Required
Republic of Korea	Not required (90 days)	Not required
Malaysia	<sup>2</sup>	Not required (3 months)
Mexico	Not required (6 months)	Not required (6 months)
New Zealand	Not required (90 days)	Not required
Papua New Guinea	Required	Required
Peru	<sup>3</sup>	Required
Republic of the Philippines	Required	Required
Russian Federation	Required	Required
Singapore	Not required (3 months)	Not required (3 months)
Chinese Taipei	Not required (90 days) <sup>4</sup>	Not required (90 days)
Thailand	Required	Not required
United States of America	Not required (90 days) <sup>5</sup>	Required
Viet Nam	Required	Not required

<sup>1</sup> Holders of Hong Kong Documents of Identity are required to apply for temporary visitor visas for entry into Japan. BNO (British Nationals Overseas) and SAR (Special Administrative Region) passport holders are not required to apply for temporary visitor visas.

<sup>2</sup> Temporary visitor visas should be obtained.

<sup>3</sup> Temporary visitor visas should be obtained.

<sup>4</sup> Visas are not required for Chinese Taipei ordinary passport holders with their own personal ID numbers shown in their respective passports.

<sup>5</sup> Visas are required for those who wish to enter Japan with the purpose of engaging in the activities of information media.

## **APEC BUSINESS TRAVEL CARD (ABTC) HOLDERS**

The APEC Business Travel Card (ABTC) cuts through the red tape of business travel, and gives accredited business people pre-cleared entry to participating APEC economies.

There are nineteen APEC economies currently participating in the ABTC Scheme. Cardholders are also entitled to access "fast-track" air-crew lanes upon entry in the United States and Canada but will still need to present valid passports and visas if required by existing United States law and Canadian law.

The nineteen countries are as follows:

1. Australia
2. Brunei Darussalam
3. Chile
4. China
5. Hong Kong (China)
6. Indonesia
7. Japan
8. Korea
9. Malaysia
10. Mexico
11. New Zealand
12. Papua New Guinea
13. Peru
14. Philippines
15. Singapore
16. Chinese Taipei
17. Thailand
18. Vietnam
19. United States of America (currently a Transitional Member of the scheme)

For application of The APEC Business Travel Card, please visit the following website:  
<http://www.businessmobility.org/key/abtc.html>