



**APEC Workshop on
'Sustainable Energy Development
in the Built Environment'
and
33rd Meeting of the APEC Expert Group
on
'Energy Efficiency & Conservation'**

**14-15 April 2009
Singapore**

APEC Secretariat

INFORMATION GUIDE

CONTENTS

1. Registration Information	3
2. Meeting Information and Programme (tentative)	4
3. Meeting Room Allocation	4
4. Hotel Accommodation	5
5. Transportation	7
6. General Information about Singapore	9
7. General Information for Travellers	11
8. Immigration / Visa & Customs	13

REGISTRATION INFORMATION

Dates

The APEC Workshop on Sustainable Energy Development in the Built Environment and 33rd Meeting of the Expert Group on Energy Efficiency & Conservation (EGEE&C) will be held on the 14-15 April 2009 at the APEC Secretariat, Singapore

Meeting Venue

APEC Secretariat

35 Heng Mui Keng Terrace,
Singapore 119616
Telephone: (65) 6891 9600
Fax: (65) 6891 9690
Website: www.apec.org

Registration Coordinator

Ms Grace Yong
Hotel Ibis Singapore on Bencoolen
170 Bencoolen Street
Singapore 189657
Tel: (65) 6593 2888/ 6593 2835
Fax: (65) 6884 2889
Email: H6657@accor.com

Registration Submission Information

All participants should submit their registration form either via facsimile at (65) 6884 2889 or email at H6657@accor.com **no later than Tuesday, 31 March 2009**. All registration will receive a written confirmation or an acknowledgement receipt either via email or by facsimile.

A copy should also be sent to:

- National University Singapore-Energy Sustainability Unit via facsimile at (65) 6773 3837
- EGEE&C Secretariat, Attn: Laura Christen, via secretariat@egeec.apec-esis.org or facsimile (+64) 4 499 5330

MEETING INFORMATION AND PROGRAMME (TENTATIVE)

TIME	TUESDAY, 14 APRIL 2009
8.30am	Registration & Morning Coffee
9.00am	Opening Address
9.15am	Session 1: Building Energy Performance and Energy Benchmarking
10.15am	Tea Break
10.45am	Session 2: Building Energy Efficiency Development through Building Codes and Regulations Framework
12.45pm	Lunch
2.00pm	Session 3: Panel Discussion on Energy Efficiency Programme
3.30pm	Tea Break
4.00pm	Site Visit to Republic Polytechnic
6.00pm	End of Session

TIME	WEDNESDAY, 15 APRIL 2009
9.00am	EGEE&C Meeting starts - see separate agenda
6.00pm	End of Meeting

MEETING ROOM ALLOCATION

EGEE&C Meeting
Lunch
Secretariat Room

APEC Secretariat
APEC Secretariat
APEC Secretariat

HOTEL ACCOMODATION

Hotel ibis Singapore on Bencoolen

170 Bencoolen Street

Singapore 189657

Tel: (65) 6593 2888/ 6593 2835

Fax: (65) 6884 2889

Website: <http://www.ibishotel.com/gb/hotel-6657-ibis-singapore-on-bencoolen/index.shtml>

Contact Person: Ms Grace Yong



Ibis Singapore on Bencoolen is the first International economy hotel in Singapore and is located in the business and cultural centre. Its 538 modern rooms feature high ceilings and large bay windows, and Ibis Singapore on Bencoolen is close to Singapore attractions with Changi Airport just 20 minutes away. Stroll down the spice scented streets of Little India, spot a bargain at the nearby Bugis Street and Orchard Road shopping districts, or enjoy the Asian tapas menu at the hotel restaurant.



Hotel ibis Singapore on Bencoolen has been appointed the Meeting hotel for the APEC Workshop and 33rd EGEE&C.

Information on the various room rates is as follows:

Hotel	Rate	Type of Room
Hotel ibis Singapore on Bencoolen	S\$145 ++	Room Only
	S\$160 ++	Room with one (01) Breakfast
	S\$175 ++	Room with two (02) Breakfast

All rooms come with complimentary WIFI

TRANSPORTATION

From Singapore Changi Airport to Hotel ibis Singapore on Bencoolen

Inter- Terminal Transport/Transfer

The three terminals at Singapore Changi Airport are inter-linked by Skytrains. The Skytrains operate both at the transit and public areas. The Skytrain operating hours are from 0500 to 0230 hrs daily. The service is free and it takes approximately 1-4 minutes to travel between terminals. The average waiting time for the skytrain is between 1 to 3 minutes. In the event when the Skytrain is not in operation in the transit area, you are advised to use the travellers that links the respective terminals inside the Departure / Transit area. In the public area, you may take the free shuttle bus that links the three terminals. The approximate waiting time is 15 minutes.

By Taxi

At Singapore Changi Airport, the taxi stand is located just outside the Arrival Hall on Level 1 in Terminal 1 and Terminal 3 and at the end of the Arrival Hall on Level 1 in Terminal 2 (South Wing). The estimate taxi fare charges from Singapore Changi Airport to Hotel ibis Singapore on Bencoolen are S\$25, not inclusive of any surcharges. The surcharges are as below:

- Peak Period Surcharge, additional 35% of meter fare
Mon-Fri, 7:00am-9:30am
Mon-Sat, 5:00pm-8:00pm
- Central Business District (CBD surcharge), additional S\$3
Mon-Sat, 5:00pm-12:00am midnight
- Midnight surcharge, additional 50% of meter fare
Everyday, 11:30pm-6:00am

The estimated traveling time from Singapore Changi Airport to Hotel ibis Singapore on Bencoolen is about 25 minutes.

By MRT

Take the West Bound train from Changi Airport MRT Station to Bugis MRT Station. Hotel ibis Singapore on Bencoolen is about 15 minutes walk away from the Bugis MRT Station. The MRT fare from Changi Airport MRT Station to Bugis MRT Station is about S\$2 and the taxi

fare from Bugis MRT Station to Hotel ibis Singapore on Bencoolen is about S\$5.

The Mass Rapid Transit (MRT) in Singapore has 3 main lines- the North-South line from Marina Bay to Jurong East, the East-West line from Changi Airport/ Pasir Ris to Joo Koon and the North-East line from Harbour Front to Punggol.

A Quick Guide to MRT Travel can be obtained from all the MRT Station Control Rooms or alternatively, you can visit the website: www.smrt.com.sg for more information.

GENERAL INFORMATION ABOUT SINGAPORE

Demographic and Geographical Information

Located at one of the crossroads of the world, Singapore's strategic position has helped it grow into a major centre for trade, communications and tourism. Its geographical location is 136.8 km north of the equator, between latitudes 103 degrees 38' E and 104 degrees 06' E.

Weather & Attire

Singapore has a warm and humid climate throughout the year with a daily average temperature range of 24 degrees Celsius to 31 degrees Celsius. Light and summer clothing made from natural fabrics like cotton is best for everyday wear. Casual dress is acceptable for most situations and occasions but some establishments may require a more formal dress code. It is always advisable to check beforehand on dress regulations, if any. Carry an umbrella with you for those unexpected tropical showers.

People, Language & Religion

Singapore's population of almost four million comprises 77% Chinese, 14% Malays, 8% Indians and 1% Eurasians and people of other descent. The original inhabitants were Malay fishermen, but after the arrival of Sir Stamford Raffles and the establishment of a British trading post, Singapore became a magnet for migrants and merchants. Seeking a better life for themselves and their families, they came from the southern provinces of China, Indonesia, India, Pakistan, Ceylon and the Middle East. Though inter-marriages have taken place over the years, each racial group within Singapore has retained its own cultural identity while developing as an integral part of Singapore community.

There are four official languages in Singapore: Malay, Mandarin, Tamil and English. English is the language of business and administration, and is widely spoken and understood. Most Singaporeans are bilingual, and speak their mother tongue as well as English. Malay is the national language.

Time Zone

Singapore's time zone is 8 hours (+8 GMT) ahead of GMT. It shares a similar time zone with other major cities in the region (Beijing, Shanghai, Hong Kong, Taipei, Kuala Lumpur, Manila, and Perth).

GENERAL INFORMATION FOR TRAVELLERS

Airport Tax

A passenger service charge of SGD 21 should be incorporated in the air ticket (including tickets issued outside of Singapore). If this has not been done, you may be required to pay the SGD 21 during check-in. In some cases, the airline may absorb the service charge. Passengers who are in transit for less than 24 hours may leave the airport without having to pay the service charge upon departure from Singapore.

Currency

Other than the Singapore Dollar, the US and Australian Dollars, Yen and British Pound are also accepted in most major shopping centres and big departmental stores. An online currency converter service is available at www.xe.com/ucc/.

Money Changers

Apart from banks and hotels, money can be changed wherever the sign "Licensed Money Changer" is displayed. Most shopping complexes have a licensed moneychanger. Visitors are discouraged from changing money with unlicensed moneychangers.

Drinking Water

It is perfectly safe to drink water straight from the tap in Singapore. However, for those who prefer bottled mineral water, local supermarkets and grocers usually carry a sizeable selection.

Mobile Phones Networks

There are two mobile phone networks - GSM900 and GSM1800 - and three mobile telephone service providers - SingTel, M1 and StarHub. To make international calls, the access codes are 001, 013, or 019 for SingTel, 002 or 021 for M1, and 008 or 018 for StarHub.

Payphone Services

Public payphones operated by credit card and/or stored-value phonecards can be used to make both local and international calls. Public payphones can be found in most shopping complexes and MRT stations. Local calls are charged at 10 cents per three minutes. Stored-value phonecards in denominations of SGD 2, SGD 5, SGD

10, SGD 20 and SGD 50 can be purchased from post offices and phonecard agents.

Smoking

Smoking is not permitted in public service vehicles, museums, libraries, lifts, theatres, cinemas, air-conditioned restaurants, hair salons, supermarkets, department stores and government offices. Offenders can be fined up to SGD 1,000. While it is an offence to smoke in air-conditioned eating places, smoking is permitted in air-conditioned pubs, discos, karaoke bars and nightspots.

Tipping

Tipping is not practised as most hotels and restaurants in Singapore already levy a 10% service charge on customers' bills. Tipping is not a way of life in Singapore and is prohibited at the airport.

For more information, please visit the website of Singapore Tourism Board (STB):

<http://www.visitsingapore.com/publish/stbportal/en/home.html>

IMMIGRATION AND CUSTOMS

Visa and Entry Facilities

Generally, foreigners who do not require visas for entry and are visiting Singapore as tourists, may be given up to 30-day social visit passes upon their arrival in Singapore.

Tourists, however, should have valid passports, onward / return tickets, onward facilities (visas, entry permits, etc.) to their next destination and sufficient funds for their stay in Singapore. If they require a longer stay, they may apply to the Immigration and Checkpoints Authority after their arrival.

Women in an advanced state of pregnancy (six months or more) intending to visit Singapore should make prior application with the nearest Singapore overseas mission.

Contact details of the Immigration and Checkpoints Authority are:

Immigration and Checkpoints Authority
ICA Building
10 Kallang Road
Singapore 208718

Tel : (65) 6391 6100

Fax : (65) 6298 0843 / 6298 0837

Email: feedback@ica.gov.sg

Website: <http://www.ica.gov.sg/index.asp>

Visa Requirements

Foreigners holding travel documents issued by the following countries will require a visa to enter Singapore:

Afghanistan

Algeria

Bangladesh (Except Diplomatic/Official passport holders)

Commonwealth of Independent States* (Except

Diplomatic/Official/Service passport holders for a stay of up to 30 days)

Armenia

Azerbaijan
Belarus
Georgia
Kazakhstan
Kyrgyzstan
Moldova
Russia
Tajikistan
Turkmenistan
Ukraine
Uzbekistan
Egypt
India (Except Diplomatic/Official passport holders)
Myanmar (Except Diplomatic/Official passport holders)
People's Republic of China (Except Diplomatic/Service/Public Affairs
passport holders for a stay of up to 30 days)
Pakistan
Saudi Arabia
Somalia
Iran
Iraq
Jordan (Except Diplomatic/Official passport holders)
Lebanon
Libya
Morocco
Sudan
Syria
Tunisia (Except Diplomatic/Official passport holders)
Yemen

In addition, visitors holding Hong Kong Document of Identity, Macao Special Administrative Region (MSAR) Travel Permit, Palestinian Authority Passport, Refugee Travel Document issued by the Middle-East countries and Temporary Passport issued by United Arab Emirates will also require a visa to enter Singapore.

* Nationals of the Commonwealth Independent States may be granted entry into Singapore without visas if they are on transit to a third country. However, they are required to fulfill the following conditions:-

- They are in transit to a third country;
- They hold a valid passport, a confirmed onward air-ticket, entry facilities (including visa) to the third country and have sufficient funds for the period of stay in Singapore;
- They continue their journey to the third country within the 96-hour visa free period granted; and
- They satisfy Singapore's entry requirements. As in all arrivals, the grant of the social visit passes to travellers will be determined by the Immigration & Checkpoints Authority officers at the Singapore Checkpoints.

Immigration: For visa enquiries, please call the Immigration Department at 63916100 or check their website at <http://www.ica.gov.sg>

Alternatively, you may also refer to Ministry of Foreign Affairs website at http://www.mfa.gov.sg/home/idx_visafor.html

The Organising Committee reserves the right to amend or change any part of this information without prior notice. Information is correct at the time of print