



**The Meeting of the SATRC Working Group on Policy,
Regulation and Services**

14 - 16 May 2024

Islamabad, Pakistan (Islamic Republic of)



INFORMATION FOR PARTICIPANTS

The Meeting of the South Asian Telecommunication Regulators' Council (SATRC) Working Group on Policy, Regulation and Services will be held from 14 - 16 May 2024 in Islamabad, Pakistan. The event will be organized by the Asia-Pacific Telecommunity (APT) and hosted by Pakistan Telecommunication Authority (PTA). This meeting is a part of implementation of SATRC Action Plan Phase IX.

Please find the following information for the convenience of participants:

1. MEETING VENUE

Venue: Kohinoor Hall, Marriott Hotel, Islamabad

Tel: +92 51 2826121, +92 51 111 22 33 44

Email: welcome@marriottislamabad.com

Website: <https://marriottislamabad.com>

2. PARTICIPATION

All SATRC Members and Affiliate Members of APT in SATRC Member countries can attend the meeting.

3. REGISTRATION

Registration of delegates can be done online at <http://www.apr.int/content/online-registration>. In order to take necessary preparation and making logistic arrangements, it is recommended to register on or before **29 April 2024**.

4. HOTEL ACCOMMODATION

(i) Best Western Premiere (Recommended) [Shuttle service to the event venue by PTA]

Address: 6-Club Road, Islamabad

Phone: +92 51 111 297 111

Email: reservation@bestwesternpremiereisb.com

URL: <https://www.bestwesternpremiere.com/>

Room Type	Room Rate/Night (US\$)		Reservation Details
	Single	Double/Twin	
Deluxe King	108	121	Welcome drinks, Buffet Breakfast, 02 mineral water bottles per person, per room, per night. Use of Fitness room and swimming Pool. Internet connectivity in guest room through Wi-Fi.

- Above room rates are inclusive of all applicable taxes.
- Hotel Check-in time is after 1400 hours and in case of early arrivals it is suggested to book rooms from previous night to guarantee the early check-in.

- Hotel Check-Out time is before 1200 hours and in case of late check-out 50% charges shall be applied till 1600 hours and 100% charges shall be applicable afterwards.

(ii) **Marriott Hotel, Islamabad (Alternate)**

Address: Agha Khan Road, Shalimar 5-P.O. Box 1251, Islamabad, Pakistan, 44000
 Phone: +92 51 2826121
 Email: reservations@marriottislamabad.com
 URL: [https:// marriottislamabad.com/](https://marriottislamabad.com/)

Room Type	Room Rate/Night (US\$)		Reservation Details
	Single	Double/Twin	
Deluxe Room	150	172	Airport Pick & drop, Buffet Breakfast at Nadia Restaurant. 01 large bottle of mineral water per person, per room, per night. Use of Fitness room and swimming Pool. Internet connectivity in guest room through Wi-Fi.

**More room categories are available at corporate rates. Pl contact the hotel directly.*

- Above room rates are inclusive of all applicable taxes.
- Normal Check-in / Check-out time is 12:00 Noon. All arrivals before 08:00 a.m. will be charged for the previous night.

Note: To avail conference rates and more information regarding hotel reservation, please coordinate with the hotel directly keeping the Local Secretariat in cc.

5. MEETING WEBSITE, MEETING DOCUMENTS AND CONTRIBUTION GUIDELINE

Related information about the meeting and provisional meeting documents will be available at the APT Website: <https://www.apt.int/2024-SATRC-WG-PRS>.

SATRC Members and Affiliate Members of APT in SATRC countries that wish to submit contribution(s) on the agenda items, should prepare the contribution(s) using the proper template provided by the APT Secretariat and submit it by e-mail to aptsatrc@apt.int. **The last date for submission of contribution is 6 May 2024.**

6. WIRELESS LAN

Internet Access over wireless network will be available during the meeting. APT encourages the use of electronic documents during the meeting. The participants are kindly requested to bring their own laptops with Wi-Fi capability.

7. VISA AND IMMIGRATION REQUIREMENTS

Delegates are strongly advised to check all entry and visa requirements to travel to Pakistan on the websites of Pakistani Embassies and High Commissions in their respective countries. Online visa facility is also available for many countries (<https://visa.nadra.gov.pk/>).

Visa supporting letter/Invitation letter can be issued upon request for assisting the delegates to obtain necessary visa from their respective countries and on-arrival visa (if applicable). Delegates who require this assistance and on-arrival visa support, should submit the following information at least 1 (one) month prior to the event to Local Secretariat and APT’s designated points of contact:

- (1) Scanned copy of the passport
- (2) Date of arrival
- (3) Date of departure
- (4) Hotel booking
- (5) A valid official email address
- (6) Contact number

8. PAKISTAN: A BRIEF PROFILE

Pakistan, officially the Islamic Republic of Pakistan, is the world's fifth-most populous country, with a population of almost 233 million people, and has the world's second-largest Muslim population. It is bordered by Afghanistan and Iran in the West, India in the East, and China in the far Northeast. Strategically, it is located in the important regions of South Asia, Central Asia, and the Middle East. From the mighty stretches of the Karakoram in the North to the vast alluvial delta of the Indus River in the South, Pakistan remains a land of high adventure and nature. For more information: refer to <https://pakistan.gov.pk/>

Islamabad - the capital city of Pakistan, is one of the most beautiful cities in the South Asian region. It has an area of 906.5 sq. kms and population of 2 million. It has the largest expatriate and foreigner population in the country. The city is vibrant with reasonably temperate climate, lush green scenery and excellent infrastructure.

9. WEATHER

Islamabad weather in May is quite hot. The average temperatures are between 24°C and 34°C. Drinking water regularly is advisable.

10. LANGUAGE

Urdu is the national language, but English is widely spoken and understood in the city.

11. TIME ZONE

GMT/UTC + 5.00 hours

12. BANKS & CURRENCY

The Pakistani currency unit is Rupee. It is recommended that participants may keep some US Dollars in cash for expenses in Islamabad. However, larger shops and hotels accept credit cards, mostly VISA & MasterCard. Business hours are 9am to 5pm Monday to Friday. Saturday Sunday are official holidays, but the markets remain open for shopping. Bargaining is expected in street markets and small stores. The current exchange rate is USD 1 = 279 PKR. Open market currency rates may slightly differ.

13. ELECTRICITY

Electrical current is 230 volts, 50Hz. Round two- or three-pin plugs are used. For other types of plugs, converters are easily available in the market.



14. TRANSPORTATION DURING ARRIVAL AND DEPARTURE

The Islamabad International Airport is around 45 (37 KMs) minutes away from the venue of the meeting and recommended hotel. Local Secretariat will arrange transportation from the airport to the above-mentioned hotels and back to airport for the participants upon prior intimation. To avail this facility, delegates are kindly requested to send their flight itineraries through email to the Local Secretariat with a copy to APT Secretariat at least 7 (seven) days prior to date of travel.

15. INSURANCE

APT and Local Secretariat will not bear any cost of medical or travel insurance for the participant including any measures for Covid-19 such as quarantine, PCR test, etc. APT and Local Secretariat, therefore, requests Administrations/Organizations to kindly make necessary arrangements for medical, travel insurance and others covering the whole period of the event and overseas travel for the participant.

16. CONTACT INFORMATION

<u>APT Secretariat</u>	<u>Local Secretariat</u>
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