

Ministry of the Environment, Japan  
Australian Greenhouse Office  
Overseas Environmental Cooperation Center, Japan

The Nineteenth Asia-Pacific Seminar on Climate Change  
20-22 July 2010  
Kitakyushu, Japan

## **INFORMATION NOTE FOR PARTICIPANTS**

### **GENERAL**

The Nineteenth Asia-Pacific Seminar on Climate Change is scheduled at the Rihga Royal Hotel Kokura in Kitakyushu, Japan, from 20 July to 22 July 2010.

Rihga Royal Hotel Kokura  
2-14-2 Asano, Kokurakita-ku,  
Kitakyushu, Fukuoka 802-0001  
Tel: +81 (0)93-531-1121  
Fax: +81 (0)93-521-2730

The seminar will be opened at 10:00 on Tuesday, 20 July 2010, in the crystal room, Rihga Royal Hotel, where subsequent sessions will be held.

Tentative Time Table (The final Time Table will be distributed by the organizers during the seminar)

#### **Day 1 (20 July):**

<b>Opening session</b>	
10:00-10:50	<ul style="list-style-type: none"><li>✓ <b><i>“Opening Address”</i></b> by Mr Kazu Takemoto, Vice- Minister for Global Enviromental Affairs, the Ministry of the Environment, Japan (MOEJ)</li><li>✓ <b><i>“Welcom Address”</i></b> by Mr Kenji Kitahashi, Mayor, City of Kitakyushu</li><li>✓ Presentation on a city approach to a low carbon society-<i>a Message from Kitakyushu</i></li><li>✓ <b><i>General Guidance by the Chairperson on the Seminar –“Hints for Discussion”</i></b> by Ms. Alexandra Borthwick, Director, Mitigation Negotiations Section Department of Climate Change and Energy Efficiency, Austalia &amp; Mr.Taka Hiraishi, Institute for Global Environment Strategies(IGES)</li></ul>

	<p>✓ <b>Key Note Presentation</b>  <i>“ Overview of Major Outputs from Copenhagen ”</i>  by Ms.Tshering Dolma Sherpa, Associate Programme Officer in our Financial and Technical Support Programme, the United Nations Framework Convention on Climate Change (UNFCCC)</p>
10:50-11:00	Coffee Break

Session I – MRV	
11:00-12:00	<b>Part I : National Communications and GHG inventory</b>
	<p>✓ <b>Introduction to the Theme of the Session</b>  by Mr. Taka Hiraishi (IGES)</p>
	<p>✓ <i>“The role and constraints of national communications and GHG inventory based on past experience”</i>  by Gerarda Asuncion Merilo, Environment Management Bureau, Department of Environment and Natural Resources, the Philippines</p>
	<p>✓ <i>“The role and constraints of national communications and GHG inventory based on past experience”</i>  by Ms Kate Larsen, Office of Global Change, Department of State, the United States of America</p>
12:00-13:30	Lunch
13:30-14:45	Introduction to the Theme of the Session by Mr. Taka Hiraishi (IGES)
	<p>✓ <b>Discussion 1</b>  <i>“MRV, GHG inventory and National Communications”</i>  *Discussion points will be introduced by the AP seminar Secretariat  Lead Discussant: Prasertsuk Chamomarn, TGO, Thailand</p>
	<p>✓ <b>Discussion 2</b>  <i>“MRV, Accuracy and Transparency”</i>  * Discussion points will be introduced by the AP seminar Secretariat  Mr. Takeshi Enoki, Researcher, Mitsubishi Research and Consulting Ltd.</p>
	Coffee Break
15:00-17:00	<b>Part II NAMAs in a measurable, reportable, and verifiable manner.</b>
	<p>✓ <b>Introduction to the Theme of the Session</b>  by Mr. Taka Hiraishi (IGES)</p>
	<p>✓ <i>“Program NAMAs and its MRV”</i>  by Mr.Gao Xiang, Energy Research Institute(ERI), National Development Reform Commission(NDRC), China</p>
	<p>✓ <i>“Sectoral NAMAs and its MRV”</i>  by Ms.Upik Aslia, Ministry of Environment, Indonesia</p>
	<p>✓ <i>“GREEN and J-MRV - Public Private Financial Partnership- ”</i>  by Mr.Takashi Hongo, Environment Finance Engineering Dept, Japan Bank for International Cooperation(JBIC)</p>
	<p>✓ <b>Discussion 3</b>  <i>“How and what extent to measure and verify NAMAs”</i>  *Discussion points will be introduced by the AP seminar Secretariat  Lead Discussant: Ms Sun-Ae Kim, Republic of Korea</p>
18:00	Reception hosted by the organizers (at Rhiga Royal Hotel Kokura)

**Day 2 (21 July):**

9:00-12:00	<b>Part III Capacity Building for MRV</b>
	✓ <b>Introduction to the Theme of the Session</b> by Ms. Alexandra Borthwick, Director, Mitigation Negotiations Section Department of Climate Change and Energy Efficiency, Australia
	✓ <i>“Capacity building of GHG inventory and national communications”</i> by Mr. Kiyoto Tanabe, National Institute for Environmental Studies(NIES)/ Greenhouse gas Inventory Office(GIO)
	✓ Coffee Break
	✓ <i>“Lesson learned from capacity building of GHG inventory and national communications”</i> by Mr.Damdin Dagvadorji, Ministry of Nature, Environment and Tourism, Mongolia
	✓ <i>“Lesson learned from capacity building of GHG inventory and national communications”</i> by Mr. Pham Hoang Yen, Ministry of Natural Resources and Environment of Vietnam(MONRE), Vietnam
	✓ <b>Discussion 4</b> <i>“Needs for enhanced GHG inventory and national communications”</i> <i>*Discussion points will be introduced by the AP seminar Secretariat</i> Lead Discussant: Amphayvanh Oudomedeth, Lao PDR
12:00-14:00	Lunch

14:00-15:30	<b>Session II– Adaptation to climate change/Scientific&amp;Technological aspects</b>
	✓ <b>Introduction to the Theme of the Session</b> by Ms Alexandra Borthwick,Multilateral Negotiations Department of Climate Change and Energy Efficiency, Australia
	✓ <i>Effective Adaptation Policies and Measures in Developing Countries</i> by Mr. Akio Takemoto, Integrated Research System for Sustainability Science (IR3S) University of Tokyo
	✓ <i>“Data collecting and modelling for adaptation”</i> by Mr. Nusipepa Lepale, Ministry of Natural Resources and Environment, Samoa
	✓ <i>“Vulnerability assessment for adaptation”</i> by Mr. Maarametua Vaiimene, Cook Islands Meteorological Service, Cook Islands
	✓ <b>Discussion 5</b> <i>“What is a next step for scientific based adaptation”</i> <i>*Discussion points will be introduced by the AP seminar Secretariat</i> Lead Discussant: Jailan Bin Simon, Malaysian Meteorological Services, Malaysia
15:30-15:50-	✓ Coffee Break
15:50-16:30	✓ <i>“Integration into sustainable development”</i> by Mr. Shinya Ejima, Director, Climate Change Office, Japan International Cooperation Agency(JICA)
	✓ <i>“Asia Pacific Climate Change Adaptation Network”</i> by Mr.Toshinao Okayama, Bangkok Office, IGES
	✓ <b>Discussion 6</b> <i>“Cooperative actions for enhanced adaptation to climate change in developing countries”</i> <i>*Discussion points will be introduced by the AP seminar Secretariat</i> Lead Discussant: Mr. Varigini Badira, Papua New Guinea
16:30 – 17:00	✓ Coffee Break

Closing Session	
17:00 – 17:30	✓ <b>“Toward Low Carbon and Climate Change-resilient Asia-Pacific ”</b> <b>Wrap-up and Presentation of a Draft Chair’s Summary</b> by Ms. Alexandra Borthwick, Director, Mitigation Negotiations Section Department of Climate Change and Energy Efficiency, Australia & Mr.Taka Hiraishi, Institute for Global Environment Strategies(IGES)
18:00	<b>Closure of the Seminar</b>
19:00-21:00	<b>Reception hosted by the City of Kitakyushu</b> <b>(at Mojiko Hotel, located at Historical Port District)</b>

### **Day 3 (22 July):**

A study tour will be organized by the city government of Kitakyushu to visit the Eco Town, where environmental/low carbon industries are located. All participants are welcomed to participate in the tour.

## **TRAVEL**

### **Immigration requirements**

Participants should obtain appropriate entry visas to Japan from a Japanese diplomatic or consular mission. Holders of a United Nations laissez-passer are exempted from visa requirements for stays not exceeding 15 days.

### **Arrival at Fukuoka International Airport**

Participants should make their own transportation arrangements from Fukuoka International Airport to the hotel. There are two ways to the hotel by an airport limousine bus and railway. Please see the accompanying sheet for details.

### **Insurance**

Participants are strongly requested to apply for travel insurance before departing their country. (Cost to be borne by yourself)

### **Foreign exchange**

Exchange facilities are available at the airport and the hotel. At the front desk, of Rihga Royal Hotel Kokura, you can exchange USD&EUR, but the rate is not as good as the airport. Front desk is open 24 hours.

### **Weather**

The weather in Kitakyushu is hot during the period of the seminar (In July, the average high temperature is almost 30 in Kitakyushu). Summer clothing will be appropriate. However, The air-conditioning of the conference room where the seminar is to be held could be quite cold. Bring along a light sweater or a cardigan. Also, please respect the local customs.

Please refer to the following website for weather information in Fukuoka(Kitakyushu);  
<http://weather.cnn.com/weather/forecast.jsp?locCode=JAXX0009&zipCode=257959078455>

## STAY

### Hotel

Accommodation will be reserved at the Rihga Royal Hotel Kokura (<http://www.rihga.com/kitakyushu/index.html>).

### Hotel Check-in/ Check-out

Participants are expected to check in after 13:00 and check out by 11:00.

When you check-in, participants will need to tell the receptionist your name and country and hand the room key and Breakfast Tickets.

When you check out, please pay all incidentals such as the usage of mini-bar, room service, laundry service, massage service, telephone calls to outside the hotel (both local and international), and Internet etc. The hotel accepts American Express, Visa, JCB, Master and Diners for payment.

### Meals

#### <Breakfast>

Breakfast is included in the hotel charge. You can have International breakfasts in a buffet style at the restaurant named coffee house corbeille, located on the 2nd floor of the hotel with Breakfast Tickets between 06:30 to 10:30. If you wish other type of meals, the charge would be borne by yourself.

#### <Lunch>

Lunch will be served for all participants.

#### <Dinner>

The organizer will provide dinner on 20 and 21 July at the Reception Party. You should take your dinner by yourselves on other days. You can have dinner at Japanese, Chinese or French restaurants in the hotel.

### Reception party

The Reception party will be held at the Rihga Royal Hotel from 18:00 to 20:00 on 20 July 2010 and at the Mojiko Hotel from 19:00-21:00 on 21 July 2010. For the dress code, you may be in light attire.

### Medical services

First aid and basic medical services are available at the clinic inside the hotel. We request you to cover the expenses.

### E-mail/Internet

If you bring your laptop, you can connect to the Internet by LAN cable in the guestrooms and the payment for the Internet connection is JPY 1,050(including tax) per 24 hours (You need to pay for the bill when you check out).

### Electricity

Electricity service throughout Japan is 100 volts. The plugs used in Japan are type A.

### Time

The time zone of Kitakyushu, Japan is 9 hours ahead of G.M.T. No Daylight Saving Time is practiced in Japan.

## SEMINAR

### Registration and identification tags

Participants are requested to register and obtain your nametag **at the Secretariat room (Sakura room, 4th floor), of Rihga Royal Hotel, 17:00-20:00 on Monday, 19 July** or 09:00-10:00 Tuesday, 20 July. Participants who are not able to register by the opening day are requested to do so on subsequent days, to ensure that their names appear on the list of participants. Without registration, names of participants will not be included in the list.

For the registration, please **bring your passport and air tickets with you.**

For identification and security reasons, all participants are requested to wear the nametag at all times during the seminar and, at social functions. Any person is not allowed to participate in the seminar without wearing the tag.

### Working language of the seminar

The seminar will be conducted in English and all documentation will be in English.

**No interpretation service will be available.**

Dress Code

Regular business style (light) clothing is recommended.

### Statements by participants

The secretariat would appreciate receiving handout data of your presentation by E-mail. Copies of statements will be distributed to the participants at the Seminar.

**Version: MS-OFFICE 2000 or more updated versions**

**Data style: Microsoft PowerPoint etc.**

**Submit to: Makoto KATO (Mr.) (E-mail: [kato@oecc.or.jp](mailto:kato@oecc.or.jp))**

**(With CC to [segawa@oecc.or.jp](mailto:segawa@oecc.or.jp), [harada@oecc.or.jp](mailto:harada@oecc.or.jp))**

**Deadline: Wednesday, 14 July 2010**

***Virus check is requested.***

### Seminar documents

Since the number of copies of seminar documents is limited, participants are requested to bring with them to Japan all documents that have been distributed to them in advance by the OECC secretariat.

### Paper/literature for distribution

Participants wishing to circulate any papers or literature at the seminar are requested to consult with Makoto KATO (Mr.), OECC. In this regard, participants are requested to bring sufficient copies (50 copies) for distribution at the seminar, as documents reproduction services will not be available for this purpose.

**SECRETARIAT (Contact points in Japan)**

**Secretariat room of the Seminar: Sakura Room, 3<sup>rd</sup> Floor, Rihga Royal Hotel**

**Rihga Royal Hotel Kokura**

**Tel: +81 (0)93-531-1121**(available on 19-22 July)

**Fax: +81 (0)93-521-2730**(available on 19-22 July)

**Mobile Phone of the Secretariat room:**

**+81(0)90-7908-3154 (From abroad)**

**090-7908-3154 (From in Japan)** (available on 19-22 July)

The address of the OECC secretariat in Tokyo:

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