



ASEAN REGIONAL FORUM 

Promoting peace and security through dialogue and cooperation in the Asia Pacific.



Final PLANNING CONFERENCE (FPC)

ARF DiREx 2013

1-3 April 2013

SUPPORT DIVISION



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Support Division

- Logistic support
- Administration and Finance
- Protocol, PR, and Security



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LOGISTICS SUPPORT

LOGISTICS SUPPORT

Follow-up from IPC

- Entry of ARF DiREx assets and personnel from all ARF participants into Thailand and Exit from Thailand
- Transport to the exercise premises
- Accommodation
- Registration deadline
 - for participants: 25 April
 - for media: 30 April
- Firm deadline for CIQ: 19 April

LOGISTICS SUPPORT

Arrival

Passenger Arrivals

- Reception desk will be set up at Suvarnabhumi Airport's arrival hall.
- One Liaison Officer will be designated to each delegation.

Aircraft Arrivals

- Flight clearance application **MUST** be submitted to the secretariat by **19 April 2013** at the **latest**.

LOGISTICS SUPPORT

Arrival

Aircraft Arrivals (cont.)

-Request for permission for landing and parking of aircraft as well as request for waiving landing, parking, and other fees, if permissible, **MUST** be submitted to the secretariat by **19 April 2013 at the latest**. The official letter submitting the request must be accompanied by completed application form for permission (annex H) through **DIPLOMATIC CHANNELS**

LOGISTICS SUPPORT

Arrival

Cargo arrival

- Completed custom form (annex D) must be accompanied with the following documents:
 - airway bill
 - packing list
 - invoice
- Please provide detailed descriptions of all cargo goods (both military and civilian assets) such as specification, dimension and weight in metric measurements.
- Completed custom form with accompanied documents, **MUST** be submitted to the secretariat by **19 April 2013** at the latest.

LOGISTICS SUPPORT

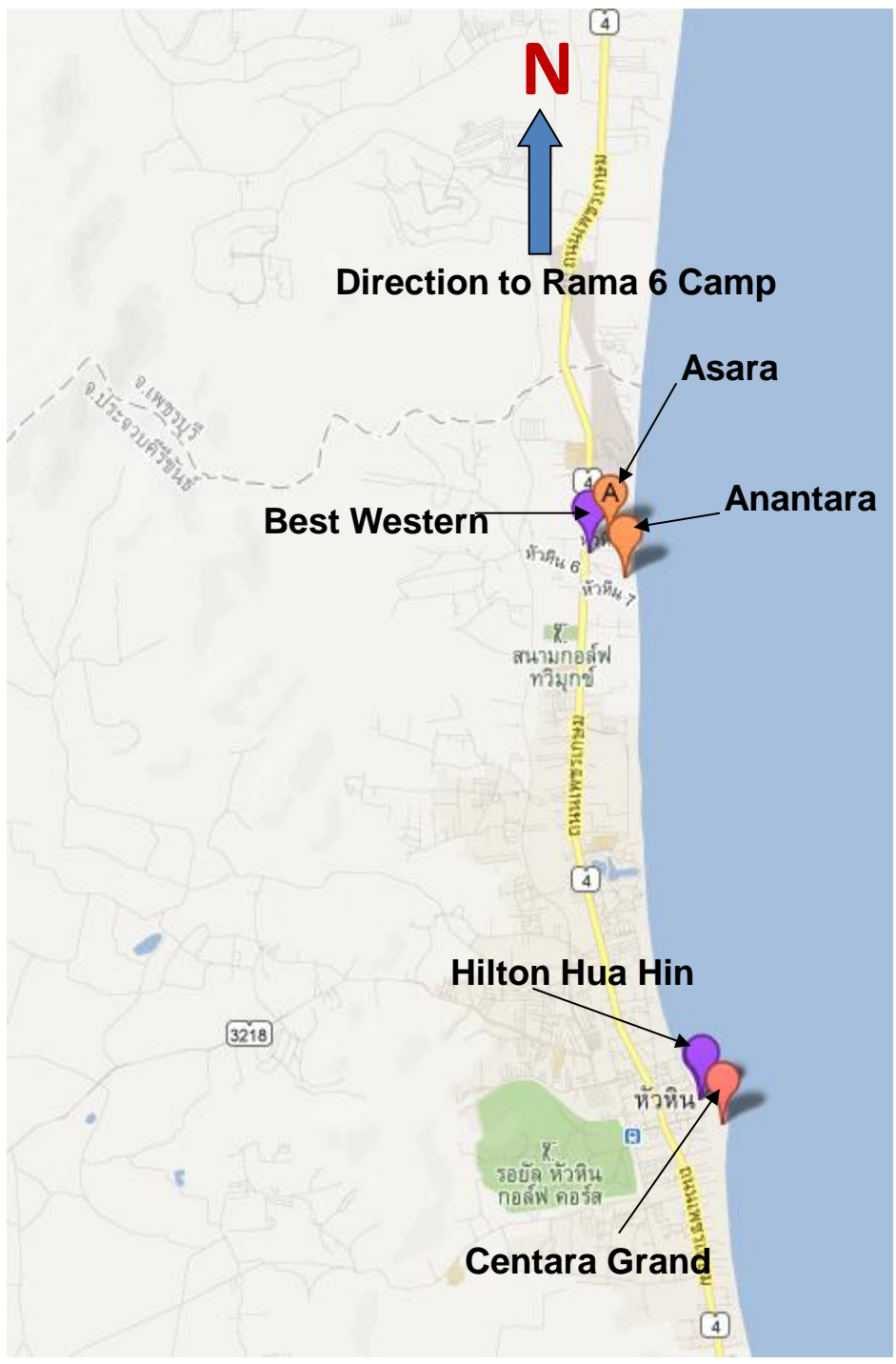
CIQ

- ARF participants are strongly advised to use entry and exit points of Suvarnabhumi airport.
- CIQ clearance at Hua Hin airport can be arranged upon advance notification, preferably **NO LATER THAN 19 April 2013**.

LOGISTICS SUPPORT

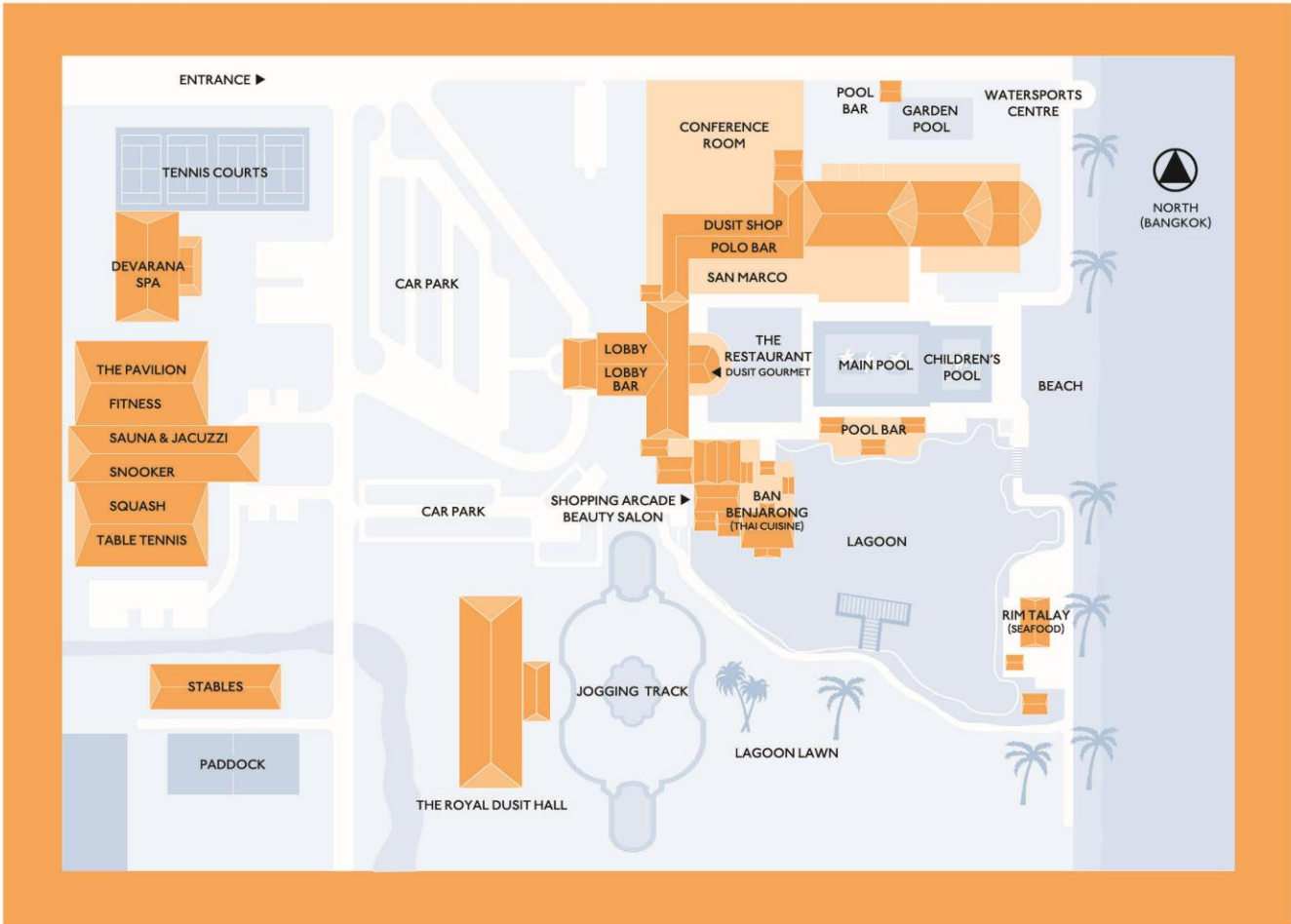
Accommodation

- List of recommended hotels in Cha-am at www.arfdirex2013.org (listed under "Venue")
- Each delegation is required to contact the hotel of choice directly to make reservation.
- Shuttled bus will be provided: recommended hotels - Rama 6 camp – recommended hotels.



LOGISTICS SUPPORT

Meeting Venue: Dusit Thani Hua Hin



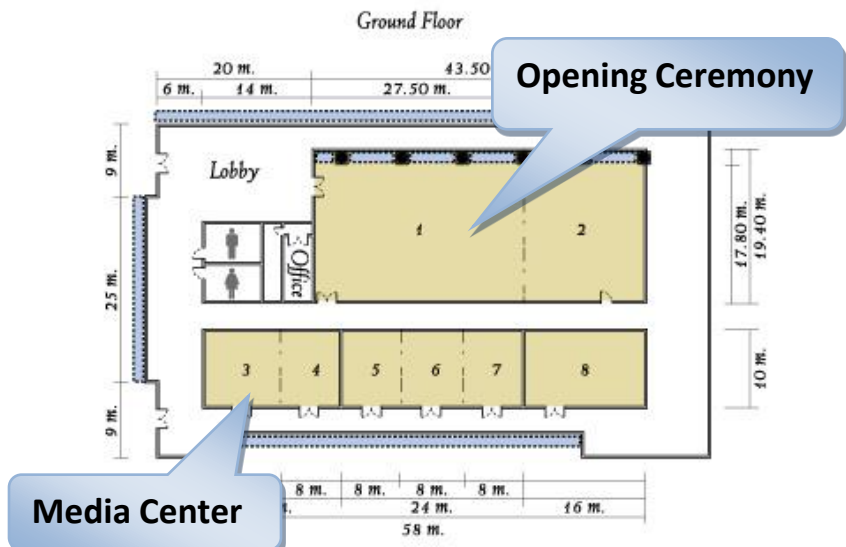
LOGISTICS SUPPORT

Meeting Venue: Dusit Thani Hua Hin

Event / Meeting	Venue
FTX Briefing	Napalai Ballroom A-B
TTX	Napalai Ballroom A-B
Lunch	The Restaurant
Opening Ceremony	Royal Dusit Grand Ballroom
Welcome Dinner	Royal Dusit Grand Ballroom
AAR	Napalai Ballroom A-B
Joint Coordinating Center (JCC)	Bor Fai 1-2
Secretariat - Thailand	Huay Sai 2-3
Secretariat - ROK	Huay Sai 1
Media Center	Khao Luang 1-2
Medical room	TBA
Prayer rooms for men	TBA
Prayer room for women	TBA

LOGISTICS SUPPORT

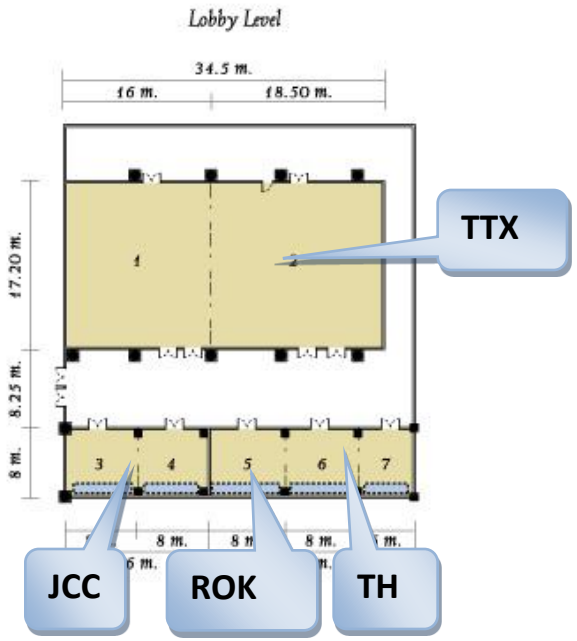
Meeting Venue: Dusit Thani Hua Hin



1. The Royal Dusit Grand Ballroom A
2. The Royal Dusit Grand Ballroom B
3. Khao Luang 1
4. Khao Luang 2
5. Khao Wang 1
6. Khao Wang 2
7. Khao Wang 3
8. Khao Yai Boardroom

Natural Daylight

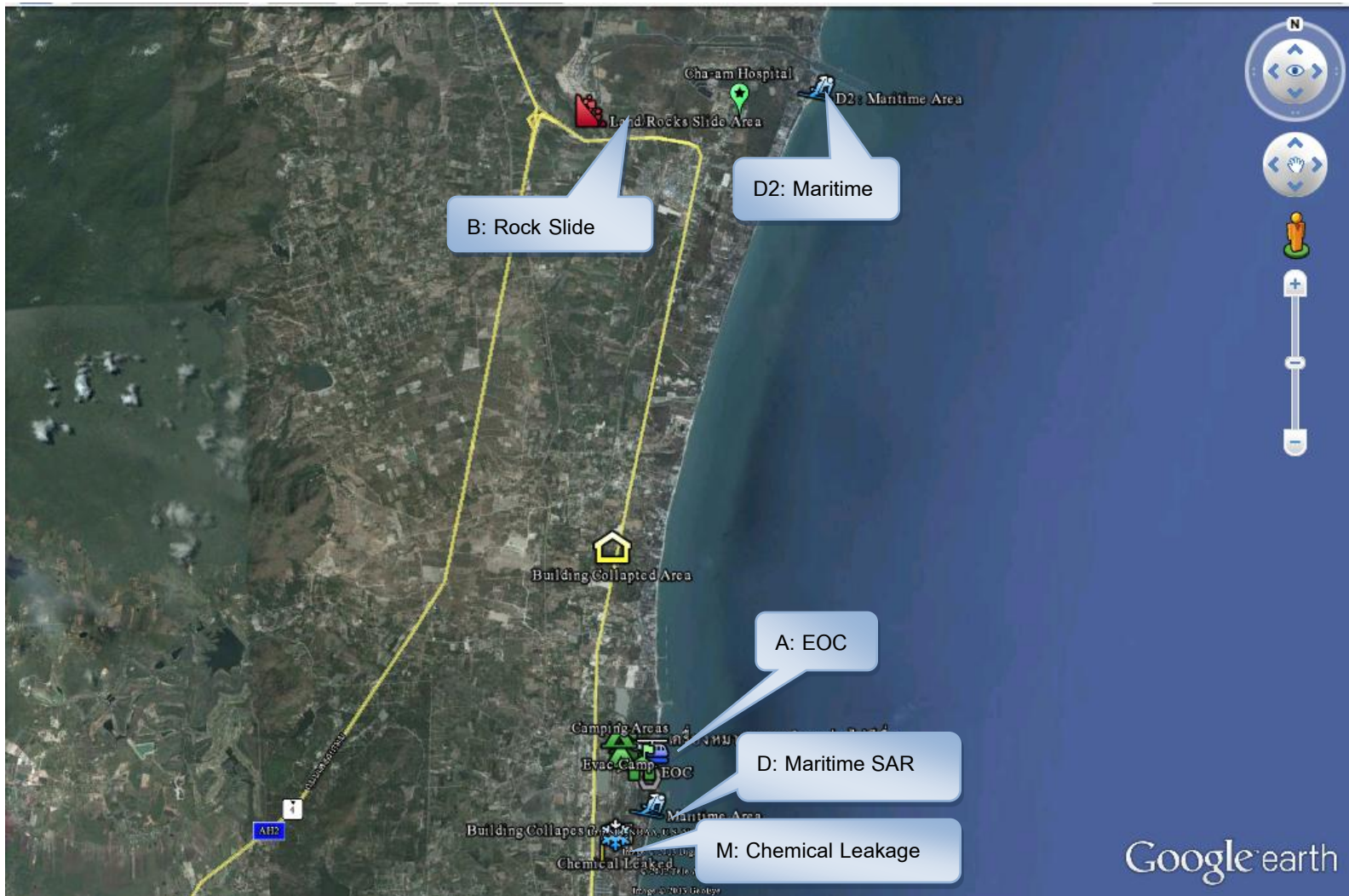
1. Napalai Ballroom B
2. Napalai Ballroom A
3. Bor Fai 1
4. Bor Fai 2
5. Huay Sai 1
6. Huay Sai 2
7. Huay Sai 3



- JCC
- ROK
- TH

LOGISTICS SUPPORT

Exercise Venues:



LOGISTICS SUPPORT

Transportation (to and from Cha-am)

- Unless otherwise arranged for by co-hosts, all ARF participants are responsible for their own transportation.
- List of car rental companies will be provided in the Administrative Arrangements, which will also be available on the website.

LOGISTICS SUPPORT

Registration

- On line registration for participants, observers, media will be available at www.arfdirex2013.org.
- Please complete online registration by 25 April 2013.



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PROTOCOL

PROTOCOL

- **Opening Ceremony**
 - Venue: Royal Dusit Ball Room, Dusit Thani Hua Hin
 - Date & Time: Tuesday 7 May 2013 at 16.30 – 17.15 hrs.
- **Welcome Dinner**
 - Venue: Royal Dusit Ball Room, Dusit Thani Hua Hin
 - Date & Time: Tuesday 7 May 2013 at 18.30-20.00 hrs.
- **Closing Ceremony**
 - Venue: Rama VI Camp
 - Date & Time: Friday 10 May 2013 at 11.00-12.05 hrs.
 - Demonstration of selected field exercises



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PUBLIC RELATIONS

PUBLIC RELATIONS

Media registration

- Information on media accreditation will be available at www.arfdirex2013.org.
- Registration deadline for media: 30 April 2013
- No on-site media registration
- Media center will be set up at Khao Luang 1-2, Dusit Thani Hua Hin.



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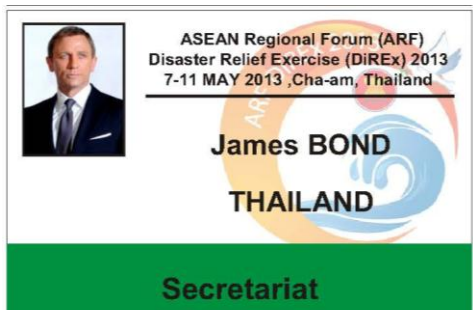
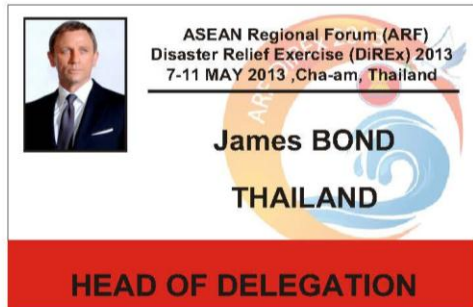
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SECURITY

SECURITY

- ID badges



Reminder:

Delegates are kindly requested to upload their picture and complete the registration online by **25 April 2013**

Questions?



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THANK YOU