Borneo Convention Centre Kuching |Kuching, Sarawak

GENERAL INFO NOTE

Organizers

Clean Air Asia
Unit 3505 Robinsons Equitable Tower, ADB Avenue,
Pasig City 1605 PHILIPPINES
Tel: +632 631 1042
baq@cleanairasia.org

The Clean Air Forum Society
of Malaysia (MyCAS)
c/o School of Ocean Engineering,University Malaysia Terengganu
21030 Kuala Nerus, Terengganu, Malaysia
Tel: +609 6683972 Fax: +609 6683991
cleanairmalaysia@gmail.com

Co-organizers

Ministry of Natural Resources and Environment (NRE)

Natural Resources and Environment Board Sarawak (NREB)

CONFERENCE OVERVIEW

VENUE

Borneo Convention Centre Kuching (BCCK)
Address: The Isthmus, Sejingkat, 93050
Kuching, Sarawak, Malaysia
Phone : +6082 392 888 | Website:
www.bcck.com.my

PROGRAM OVERVIEW

Time	Mon, 12 Nov	Tue, 13 Nov	Wed, 14 Nov	Thu, 15 Nov	Fri, 16 Nov
8:00	Registration				
AM	Pre-events	Break-out sessions and Pre-events	Opening Plenary and Keynote session	Break-out sessions	Break-out sessions
	Coffee break/Launches/Poster presentations				
	Pre-events	Break-out sessions and Pre-events	Opening Ceremony	Plenary session	Plenary session
12:30	Lunch break/Launches/Poster presentations				
PM	Pre-events	Break-out sessions and Pre-events	Break-out sessions	Break-out sessions	BAQ Closing
	Coffee break/Launches/Poster presentations				Lunch & Networking
	Pre-events	Break-out sessions and Pre-events	Break-out sessions	Break-out sessions	
		Welcome Reception		Gala Dinner	

The detailed program can be viewed here

REGISTRATION AND PAYMENT

All participants must register and pay the conference fee. For non-sponsored participants who have yet to register and pay the conference fee, registration and payment can be done online via credit card or bank transfer.

Registration Kiosk will also be available on-site. Aside from online payment, cash payment in **US Dollars and Malaysian Ringgit**, will be accepted at the conference registration counter in BCCK. Please note that on-site credit card facility will not be available. To avoid the hassle of paying on-site, we encourage participants to register and pay the conference fees in advanced.

Participants who have paid the registration fee would have received the **registration ticket with QR code** via email. Kindly bring the registration ticket (*printed or saved in your mobile phone*) at the registration counter for the collection of ID Badge and conference kit. **Registration counter opens from 13 November at 8am at level 2, BCCK**.

All participants are requested to wear the conference badge all the times during the conference.

CANCELLATION AND REFUND POLICY
All registration fees are not refundable but transferable.

GETTING THERE

VISA

No visa is required for a stay of less than one month for nationals of all ASEAN countries, except Myanmar. For a stay exceeding one month, a visa will be required, except for Brunei and Singapore nationals. Commonwealth countries that require visas include Bangladesh, Cameroon, Ghana, Mozambique, Nigeria, Pakistan and Sri Lanka.

Your passport should be valid for at least six (6) months from your date of entry. **The "Visa upon Arrival" service is no longer offered at the point of entry in Malaysia.**

It is advised to apply and get your visa from the nearest Malaysian embassy in your country as the visa requirements vary per country. E-visa application is discouraged as approval is not guaranteed.

When asked about the inviting company in Malaysia at the Visa application form*, the following details may be used:

- *Nama/Name: Dr Noor Zaitun Yahaya*
- *NRIC: 651026 08 6404*
- *Tel no: 096683972*
- *Alamat/address: The Clean Air Society Forum of Malaysia*
  Pusat Pengajian Kej. Kelautan, Universiti Malaysia Terengganu, 21030,
  Kuala Nerus, Trg, MALAYSIA

**Snapshot of Section C in Visa application form:*

C. BUTIR-BUTIR PENGANJUR DI MALAYSIA
NAME OF SCHOOL OR INVITING COMPANY IN MALAYSIA

13. Name Penuh (Huruf Besar) / Full Name (Capital Letter)

14. No. Kad Pengenalan / NRIC

15. No. Telefon / Telephone No.

16. Alamat / Address

Negeri / State

If you require an invitation letter to apply for your visa, please send an email to the BAQ secretariat at info@baq2018.org or baq@cleanairasia.org.

Please click this **link** to know more about entry to Malaysia.

TRANSPORTATION

Airlines operating into and within Sarawak:

Travel Connections:

AIR – Malaysia: Regular Malaysia Airlines flights connect Kuching with Johor Bahru, Kota Kinabalu, Kuala Lumpur, Miri and Sibu. Malaysia's budget airline, AirAsia operates frequent flights to Kuching from Kuala Lumpur, Johor Bahru, Kota Kinabalu, Penang Miri, Bintulu and Sibu. MASWings operates the Rural Air Service, flying Twin Otters (baggage allowance 10kg) & Fokker 50s to 40 destinations across East Malaysia. Connections to other destinations are via Kuala Lumpur, Kota Kinabalu, or Singapore. Check airline websites for ticket prices and the latest deals. Airlines may levy fuel and insurance surcharges which vary based on the sector; contact them for the latest fees.

Kuching International Airport (KIA)
Arrival at KIA from anywhere outside Sarawak (including from within Malaysia) is subject to an immigration check.

The Immigration Counters are at Level 2, and the Baggage Claim area is at Level 1 (Ground Floor).

- **Money Changer** at the airport: CIMB Bank has one foreign exchange outlet at Kuching International Airport, outside the arrival hall (Level 1). Open daily from 08.30 am to 05.30pm.

- **Foreign Exchange & ATM:** Various machines accept major credit cards including VISA, MasterCard, Cirrus, Plus and Bankcard. ATM machines from Maybank, CIMB Bank, Hong Leong Bank, AmBank, and MEPS.

- **Local Sim Card** – You can purchase a local sim card at the airport at MYR 23 (5.50 USD). This is inclusive of 5GB internet valid for 7 days.

For more information, please visit www.kuchingairportonline.com

Kuching International Airport (KIA) to Pullman Kuching

The Pullman Kuching hotel is 11.00 km away from KIA. The hotel can be reached via **Taxi or Grab** within 15-30 mins depending on traffic. No public bus service is available to and from the airport.

TAXI – It costs around MYR 50 (USD 12) from KIA to Pullman hotel. You can buy a coupon from the taxi stand at the airport arrival hall.

GRAB – Grab is a popular mode of transportation in Kuching, and is cheaper than taxi. Depending on arrival time, it costs around MYR 7 (USD 2) from KIA to Pullman hotel. Kindly download the Grab app before travelling to Kuching.

ACCOMMODATION

The BAQ secretariat will book the hotel room accommodation of sponsored participants as per their approved itinerary at the Pullman Kuching Hotel. Self-funded participants are requested to arrange their booking with the hotel directly.

Kindly note that incidental charges (if any) will be charged under the guest's account upon check-out. Cancellation and refund policies are according to the rules of the hotel. Promotional rates only apply to the BAQ 2018 participants.

PULLMAN Hotel Kuching
www.pullmankuching.com
Address: No.1A, Jalan Mathies, 93100 Kuching
Tel: (+60)82/222888
Email: H6332@accor.com
See the Map

Pullman Kuching Room Rates

Room Type	Rate in MYR	Estimated rates in USD
Superior Single	RM330	80 USD
Superior Twin	RM360	87 USD
Deluxe Single	RM370	89 USD
Deluxe Twin	RM410	99 USD
Executive Superior	RM450	109 USD
Executive Deluxe	RM530	128 USD

** The actual USD rate will differ based on the daily exchange rate on the day of the exchange.*

Download the booking form **here** and send to H6332-RE@accor.com

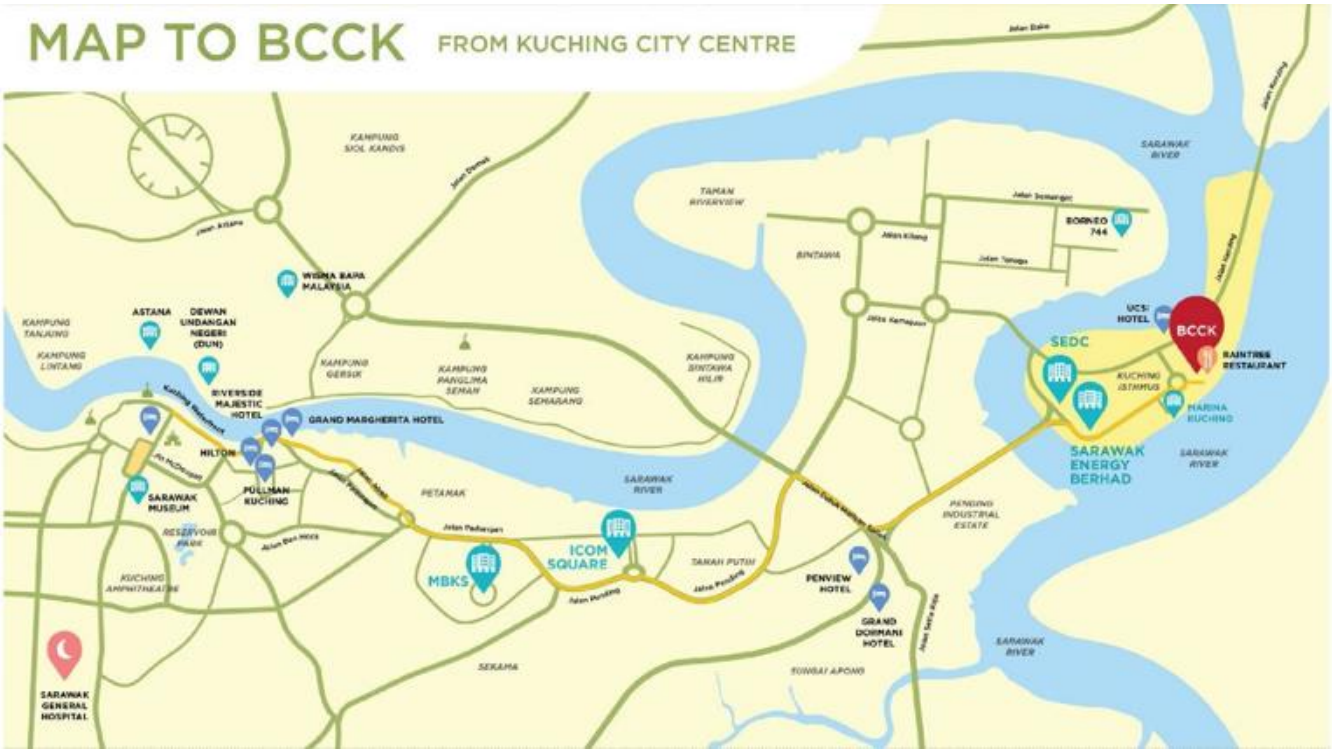
Important note: Upon check-in, you will be required to pay a **Tourism Tax of MYR 10** (USD2.5) per room per night. **Sponsored participants do not need to pay the Tourism tax** as the secretariat will arrange it directly with the hotel.

For other accommodation options, please visit https://baq2018.org/accommodation/

Hotel Airport transfer can be booked at MYR 150 per way. To book, please contact the hotel directly.

Airport transfer through Cat City Holidays may be booked at MYR 70 per way. Kindly contact Mok Viena at mok@catcityholidays.com or mobile no. +60 12-888 1480.

**The secretariat can assist the sponsored participants for an Airport transfer to/from the hotel as per request, by which, cost will be deducted from the travel allowance. Other participants may arrange it directly with the hotel/transport service providers.*



TRANSPORTATION FROM PULLMAN HOTEL TO BCCK

Shuttle bus service will be provided from the Pullman Hotel and Grand Margherita to BCCK and vice versa. Schedule of which will be posted at the hotel lobby/reception and at the BCCK information counter.

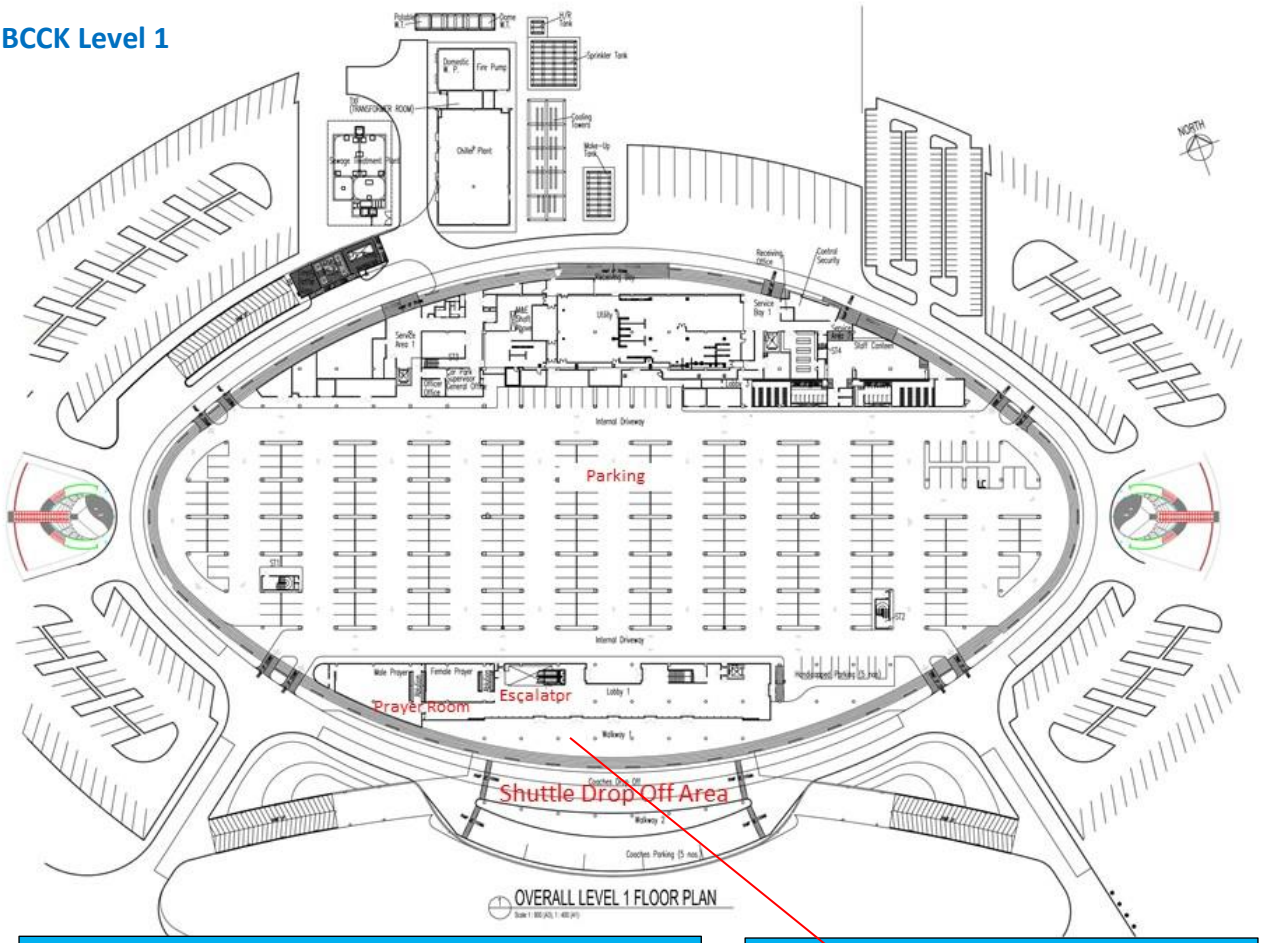
Participants are advised to gather at the pick-up point 10-15 minutes prior to the departure time as the shuttle will depart on schedule. For participants that are not staying in Pullman and Grand Margherita but would like to take this shuttle service are likewise requested to be at the pick-up point before the scheduled departure time.

Taxi and GRAB service are available if you have missed the shuttle bus service.

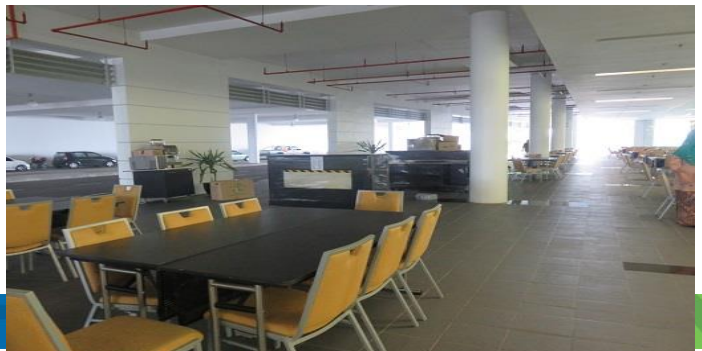
Pullman hotel is 15-20 mins away to BCCK. It is in close proximity (walking distance) to few prominent hotels namely Riverside Majestic Hotel, Grand Margherita Hotel, Hilton Hotel and other city hotels/budget hotels.

BORNEO CONVENTION CENTER

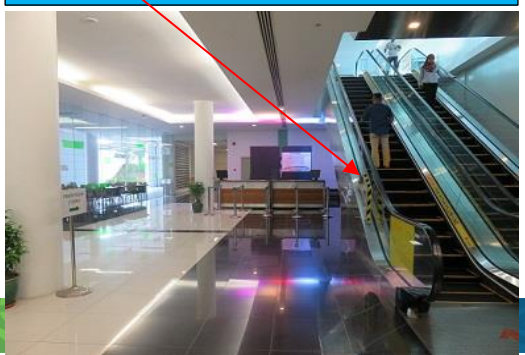
BCCK Level 1



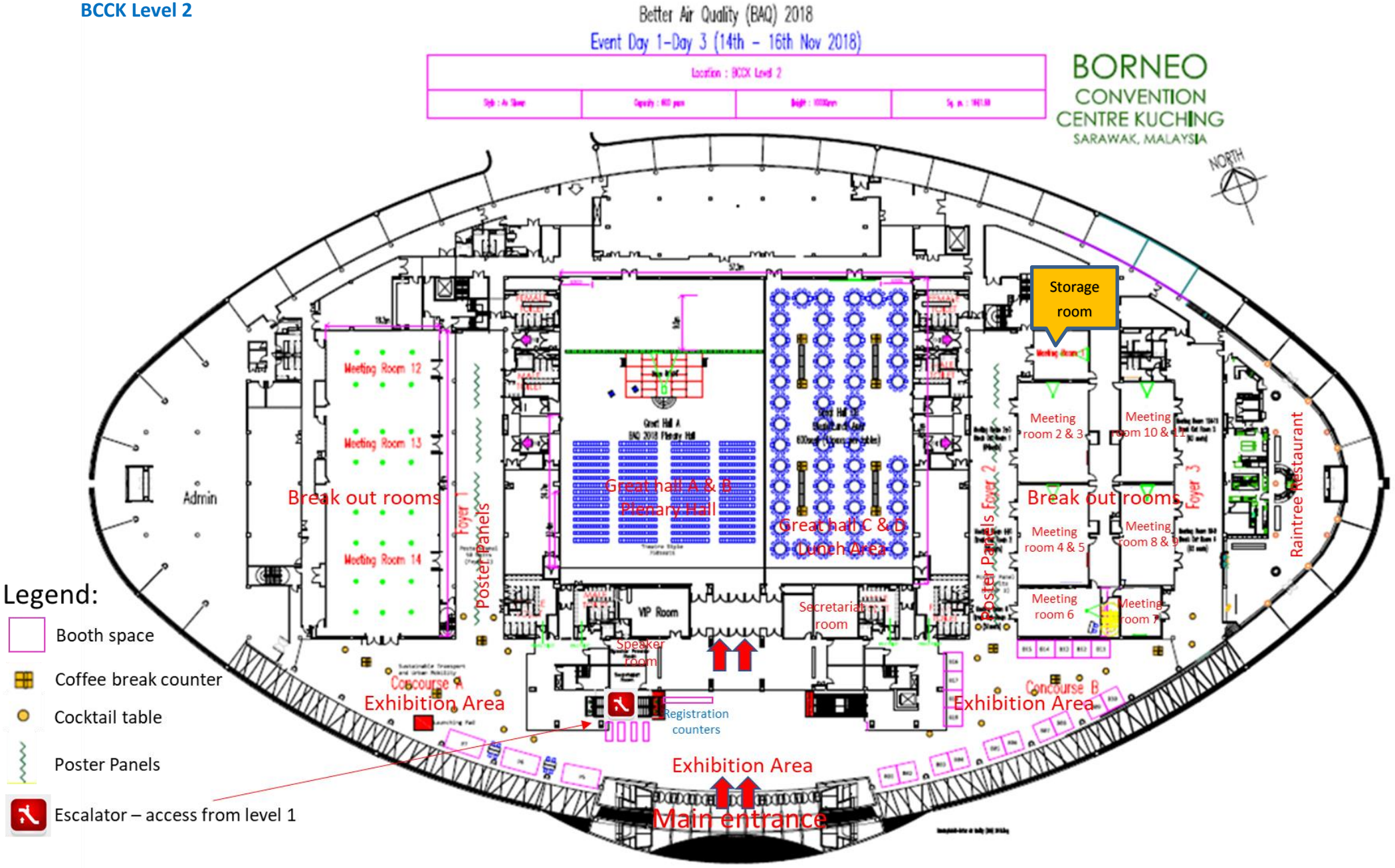
Shuttle bus pick up and drop off at Level 1, BCCK



Escalator to BCCK Level 2



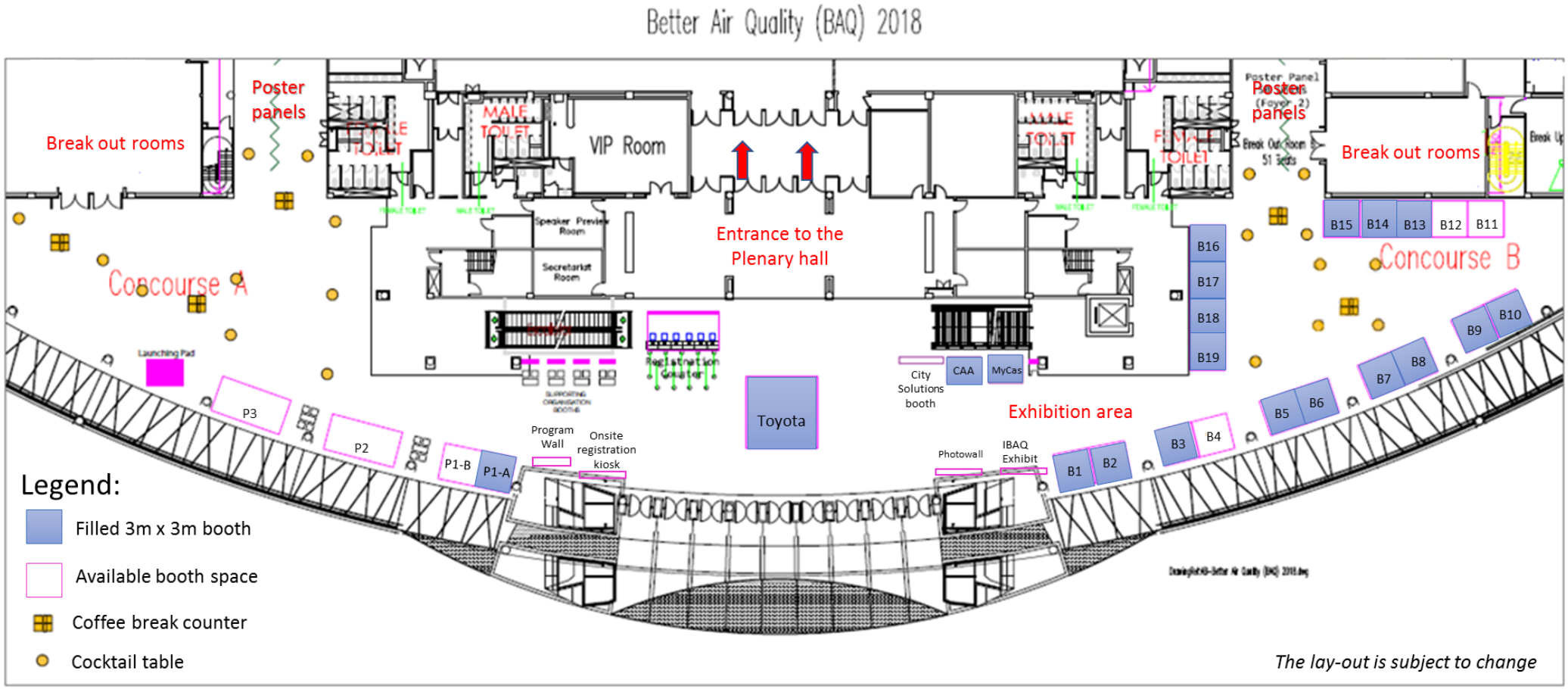
BCCK Level 2



Legend:

- Booth space
- Coffee break counter
- Cocktail table
- Poster Panels
- Escalator – access from level 1

Exhibition Area



Exhibitor List:

Clean Air Asia (CAA)
The Clean Air Forum Society of Malaysia (MyCas)
Toyota
Sarawak Energy
B1 – International Environmental Partnership
B2 – U.S. EPA
B3 – MAHA
B5 & B6 – APAQ Group
B7 – Camfil Malaysia
B8 – Vaisala
B9 – IQAir
B10 – Transwater and PSTW
B13 - Enviroterm
B14 – APM Engineering Co., Ltd.
B15 – HORIBA INSTRUMENTS SINGAPORE PTE LTD
B16 – Enviromet
B17 – GRIMM Aerosol Technik
B18 – URBANEMISSIONS.INFO
B19 – Fia Foundation
P1-A – China Pavilion

Supporting organizations:

- UN Environment
- GIZ
- IGES
- CCAC

Useful information

Weather - Tropical all year round

The Equator cuts through Borneo less than 100km south of Sarawak. The climate is generally pleasant with frequent tropical showers throughout the year. There are 2 distinct seasons: November to March is rainy whilst April to October is drier. However, afternoon showers can occur throughout the year. The relative humidity in Malaysia is high, ranging from 70 – 90%.

Currency

The unit of currency is Malaysian Ringgit, indicated as 'MYR' or 'RM". Visit www.xe.com for the latest exchange rates. 1 USD = 3.75 – 4 MYR. Exchange counter is available at the KIA airport and at the hotel, however the city exchange outlets offer better rates.

Electricity

The voltage used in Malaysia is 230/240volts, 50 Hz. If your electrical appliance uses 110/120 volts, you need to use a transformer/converter to step-up to 230/240. Malaysia uses the British Standard BS1363 three-pin (rectangular) plugs and sockets.

Language

English is widely spoken in Sarawak, especially in the cities

Timezone

Malaysia is 8 hours ahead of GMT. Malaysia observes Malaysia time all year. There are no Daylight Saving Time clock changes.

WiFi

WiFi is available at the hotel, and BCCK on complimentary basis.

Conference Dress Code

Business casual throughout the conference. Participants may wear their national dress during the Gala dinner.

Meals

Lunch will be provided at BCCK during the conference (14-16 Nov). Welcome reception on 13 Nov from 6pm at BCCK, and Gala Dinner on 15 Nov from 6.30pm at BCCK. BCCK has its own commercial kitchen and public restaurant – The Raintree Restaurant. Meals in the city ranges from 3 – 10 USD.

Bring your water bottle
You will be able to refill your bottle as water stations will be placed around the BCCK.

Getting Around
Taxis are readily available in the downtown area of Kuching, or you can ask the hotel staff to call for a taxi. Within the downtown Kuching area, the taxi fare ranges from MYR 12 to MYR 15 depending on where you are going. Grab service is available too.

There are many places of interest to visit in Kuching and in surrounding areas. Please visit www.baq2018.org/tour-packages/ or email mice@cphtravel.com.my for more information.

Sarawak – Land of the Hornbills
Sarawak covers an area of 125,000 sq. km. and is the largest of Malaysia's 13 states. It is located in the heart of Southeast Asia and is one of the two Malaysian states (the other being Sabah to the north) on the island of Borneo. We share this exotic and beautiful island with our neighbours Brunei and Kalimantan (Indonesia). Sarawak is known as 'Bumi Kenyalang' (in English, Land of the Hornbills). The Rhinoceros Hornbill is the official state bird of Sarawak and is featured on the State's coat of arms.

The Host City – Kuching ('Cat' in Malay)
Kuching is the capital of Sarawak. The Lonely Planet Guide describes Kuching: "Borneo's most stylish and sophisticated city brings together a kaleidoscope of cultures, crafts and cuisines. The bustling streets –some very modern, others with a colonial vibe –amply reward visitors with a penchant for aimless ambling." We think the folks at the Lonely Planet Guide have nailed it! Home to over 26 ethnic groups, the residents of Kuching take great pride in their city; from our history and heritage to our wonderful and varied cuisine. Kuching's residents are renowned for their hospitality and their good-naturedness. In its diversity there is unity; and this is why, on 1st August 2015 Kuching was declared the world's first 'City of Unity'.

For more information on Kuching, including things to do and places to see, visit: www.sarawaktourism.com.

Useful Contact Number

POLICE HOTLINE (24 HOURS)	+6082 244 444
TOURIST POLICE	+6082 250 522
TRAFFIC POLICE STATION	+6082 241 133
POLICE	999
FIRE DEPARTMENT	994
EMERGENCY	991
GENERAL HOSPITAL	+6082 257 555
AMBULANCE	+6082 230 689
VISITOR INFORMATION CENTRE	+6082 410 944
IMMIGRATION DEPARTMENT	+6082 230 280
BB CALL TAXI	+6082 343 343
TAXI SERVICE	+6082 480 000
KUCHING AIRPORT	+6082 454 242

CERTIFICATE OF PARTICIPATION

Certificate of participation will be in the form of e-certificate which will be distributed via email after the conference *(*subject to changes).*

IMPORTANT NOTICE

Muslim participant who require transfer for Friday prayer, please register yourself at the registration counter on the first day of the conference.

REIMBURSEMENT FOR SPONSORED PARTICIPANTS

Reimbursement of Travel Expenses *(for Clean Air Asia sponsored participants)*

For sponsored participants who received an invitation with Terms of Sponsorship **from Clean Air Asia**, please submit the following documents to either **Ms. Cris Inclino, Ms. Valerie Gabiana or Ms. Geeta Chaudhary** at the Exhibition Planning Room (BAQ Secretariat Room) located at the Level 2, BCCK, at the right side towards the entrance to Great Hall A, or at the Registration area. Schedule of submission of documents and reimbursements are as follows:

Submission of required documents*

- Date: 12 – 15 November
- Time: 9:00 AM - 5:00 PM
- Venue: BAQ Secretariat Room (Exhibition Planning Room), 13 – 15 November
    - Registration area, 13 – 15 November
    - Pre-registration area (Pullman Hotel), 12-13 November

***Please submit the following (in English/translation of important information to English):**

- Photocopy of your air ticket
- Original boarding passes (e.g. home country to Kuching, including connecting flights)
- Original invoice from travel agent or airline/ Receipt for purchase of air ticket/ Online credit card payment confirmation for ticket purchase; if the air ticket was paid for in local currency (not in USD), please bring proof of applicable exchange rate to the US dollar on the date of ticket purchase
- Photocopy of your passport Bio page and signed Terms of Sponsorship (if not yet submitted to the BAQ Secretariat).
- Receipt for payment of Malaysian visa, as applicable

Reimbursement schedule during the Conference:

- Date: 15 - 16 November
- Time: 10:00 AM - 4:00 PM
- Venue: BAQ Secretariat Room (Exhibition Planning Room)

Reimbursement via bank transfer (Note: you still need to submit original documents above):

If you want the BAQ Secretariat to just remit your travel reimbursement to your bank account (or the cost of the airfare directly to the travel agency), please send your bank account details to Mr. Art Docena at art.docena@cleanairasia.org in format below:

- Name of bank:
- Complete address of bank:
- Account name: *(last name, first name, middle name)*
- Complete address of Account holder
- Account number:
- SWIFT Code of bank:

Reimbursement via bank transfer will be remitted no later than three (3) weeks after the Conference. All bank transfer charges will be covered and paid for by Clean Air Asia.

NOTE: For participants sponsored by other organizations, please check with your focal person about reimbursements of your travel costs.

Conference Secretariat:

For logistics related concerns, please contact:

Jovy Coroña, Clean Air Asia	jovy.corona@cleanaairasia.org, +632 6311042
Carshena Emileen Gupen	carshena@placeborneo.com +60 82555 189

For program related concerns, please contact:

Aimee Cabalo, Clean Air Asia	aimee.cabalo@cleanairasia.org
Zulfa Hanan Binti Ash'aari, MyCAS	zulfa@upm.edu.my

For more information on the **Better Air Quality Conference 2018,** please contact us at baq@cleanairasia.org, cleanairmalaysia@gmail.com or visit our website at www.baq2018.org.

The entire BAQ 2018 team wishes you a safe journey and we look forward to welcoming you in Kuching!

With best wishes,
BAQ 2018 Secretariat