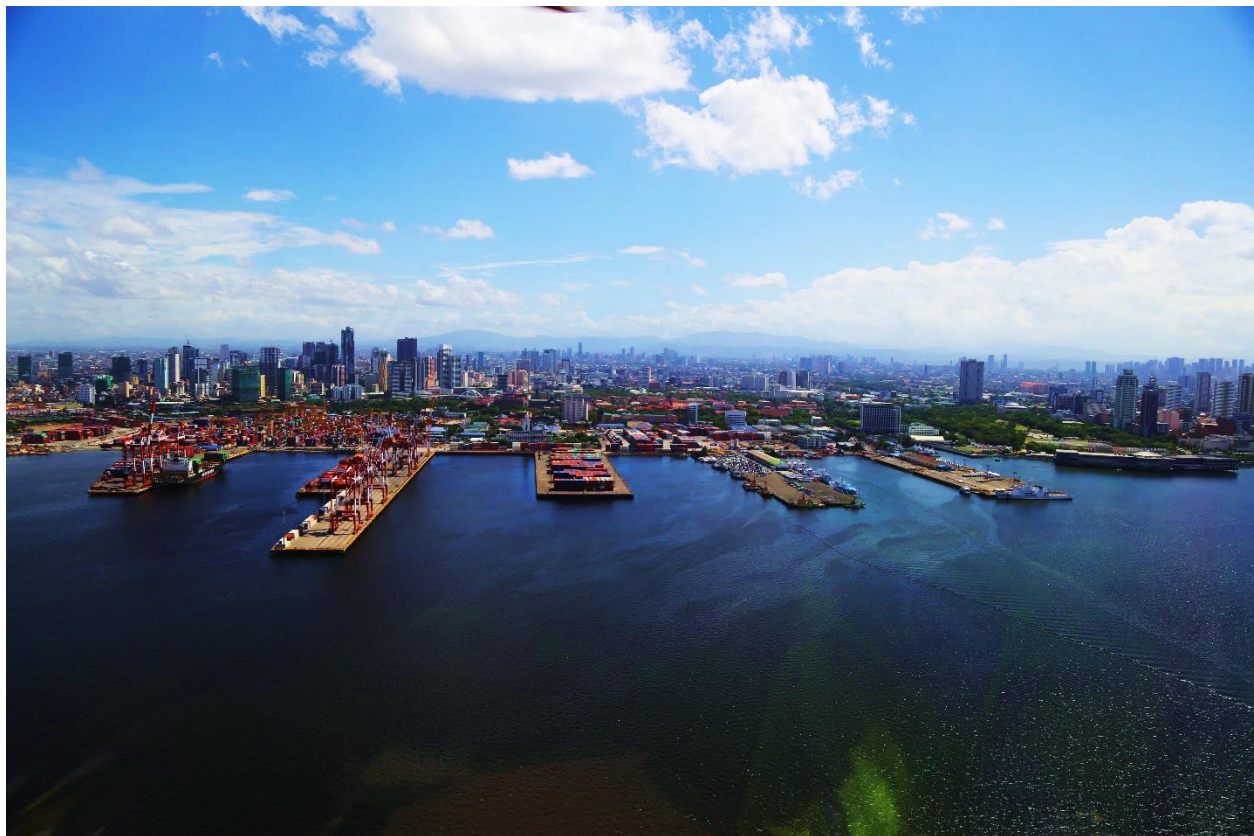


---

**APSN Forum**  
**on Safe and Inclusive Pandemic Recovery of APEC Port Industry**  
**18-19 October 2022, Manila, Philippines & Virtually**



**Administrative Bulletin**  
(As of September 22, 2022)



## **Table of Contents**

	<b>Page</b>
<b>1.0 Introduction</b>	<b>3</b>
<b>2.0 Logistical Arrangements and Meeting Venue</b>	<b>3</b>
<b>3.0 Points of Contact</b>	<b>5</b>
<b>4.0 Registration</b>	<b>6</b>
<b>5.0 Zoom Webinar Link</b>	<b>6</b>
<b>6.0 User Name and Display Settings</b>	<b>7</b>
<b>7.0 Accommodation Recommendations</b>	<b>7</b>
<b>8.0 General Information</b>	<b>13</b>

## **1.0 INTRODUCTION**

**The APSN Forum on Safe and Inclusive Pandemic Recovery of APEC Port Industry (APSN Forum 2022) will take place on 18-19 October 2022.** The APSN Forum 2022 will be co-hosted by APSN and the Philippine Ports Authority (PPA) as a hybrid event in Manila and virtually.

## **2.0 LOGISTICS ARRANGEMENT AND MEETING VENUE**

The APSN Forum 2022 will be held on 18-19 October 2022 at The Bayleaf Intramuros at Muralla St., Intramuros, Manila, Philippines.



The schedules are as follows:

Time/Date		17 Oct 2022 (Mon)	18 Oct 2022 (Tues)	19 Oct 2022 (Wed)
8:00	9:00		Registration	Registration
9:00	9:30		<b>APSN Forum 2022</b> (The Bayleaf Intramuros)	<b>APSN Forum 2022</b> (The Bayleaf Intramuros)
9:30	10:00			
10:00	10:30			
10:30	11:00			
11:00	11:30			
11:30	12:00	<b>Pre-meeting for speakers</b> (The Bayleaf Intramuros)		
12:00	13:00	LUNCH	LUNCH	LUNCH
13:00	14:00	Free Time/Activity	Free Time/Activity	Free Time/ Activity
14:00	15:00			
15:00	16:00		<b>Technical Tour</b> (Manila International Container Terminal)	
16:00	17:00			
17:00	18:00		<b>Welcome Dinner</b> (The Bayleaf Intramuros)	
18:00	19:00			
19:00	20:00			
20:00	21:00			

**Detailed Logistics Arrangements:**

DAY	TIME	PARTICIPANTS	PROGRAMME	VENUE
<b>17 October 2022 Monday</b>	10:00 – 11:00	Speakers, Moderators, PPA & APSN Secretariat	Pre-meeting for speakers	The Bayleaf Intramuros
	11:00 – 13:00	Speakers, Moderators & APSN Team	Lunch	The Bayleaf Intramuros

DAY	TIME	PARTICIPANTS	PROGRAMME	VENUE
<b>18 October 2022 Tuesday</b>	8:00 – 9:00	All Participants of the APSN Forum 2022	Registration for APSN Forum 2022	The Bayleaf Intramuros
	9:00 – 9:30	All Participants of the APSN Forum 2022	APSN Forum 2022 (Opening Session)	The Bayleaf Intramuros
	9:30 – 11:00	All Participants of the APSN Forum 2022	APSN Forum 2022	The Bayleaf Intramuros



			(Keynote Session I)	
	11:00 –11:30	All Participants of the APSN Forum 2022	Group Photo	The Bayleaf Intramuros
	11:30 –12:30	All Participants of the APSN Forum 2022	Lunch	The Bayleaf Intramuros
	15:00 –17:00	Interested Participants of the APSN Forum 2022	Technical Tour	<b>Manila International Container Terminal</b> Port of Manila
	18:00 –21:00	All Participants of the APSN Forum 2022	Welcome Dinner	The Bayleaf Intramuros

DAY	TIME	PARTICIPANTS	PROGRAMME	VENUE
<b>19 October 2022</b> <b>Wednesday</b>	8:00 – 9:00	All Participants of the APSN Forum 2022	Registration for APSN Forum 2022	The Bayleaf Intramuros
	9:00 – 10:45	All Participants of the APSN Forum 2022	APSN Forum 2022 (Keynote Session II)	The Bayleaf Intramuros
	10:45 – 11:45	All Participants of the APSN Forum 2022	APSN Forum 2022 (Panel Discussion)	The Bayleaf Intramuros
	11:45 – 11:55	All Participants of the APSN Forum 2022	APSN Forum 2022 (Closing Remarks)	The Bayleaf Intramuros
	12:00 – 15:00	All Participants of the APSN Forum 2022	Lunch/Socials	The Bayleaf Intramuros

### 3.0 POINTS OF CONTACT

#### APSN Forum 2022

##### 1. Ms. Ma. Yanyan

Deputy-Secretary General  
APEC Port Services Network (APSN)  
Tel: (86) 10 6529 0613 Fax: (86) 10 6529 0554  
Email: [ma.yanyan@apecpsn.org](mailto:ma.yanyan@apecpsn.org)

##### 2. Ms. Leila L. Martinez

Acting Department Manager  
Philippine Ports Authority  
Tel: (02) 8-527-8356 local 302 Fax: (02) 5-336-5159  
Email: [llmartinez@ppa.com.ph](mailto:llmartinez@ppa.com.ph)



**Hotel and Logistics Arrangement**


**Ms. Cordelia Sidon**  
 Department Manager  
 Philippine Ports Authority  
 Tel: (02) 8-527-6439  
 Email: [ccsidon@ppa.com.ph](mailto:ccsidon@ppa.com.ph)

**4.0 REGISTRATION**

All virtual participants are requested to register online by **October 15, 2022** through the following link:

<https://apsn.glueup.cn/event/37760/register/>

All in-person participants are requested to register online until **September 30, 2022**, through the following link and QR code provided below:

PARTICIPANTS	REGISTRATION	
	LINK	QR CODE
APSN Economies	<a href="https://tinyurl.com/57kb4ba8">https://tinyurl.com/57kb4ba8</a>	

**5.0 ZOOM WEBINAR LINK**

Virtual participants can join the APSN Forum 2022 through the provided zoom link:

<b>PLATFORM</b>	Zoom
<b>LINK</b>	<a href="https://zoom.us/j/99923063353?pwd=N0FoTURhWmhSYUh0aDJQK2gwUT09">https://zoom.us/j/99923063353?pwd=N0FoTURhWmhSYUh0aDJQK2gwUT09</a>
<b>MEETING ID</b>	<b>ZOOM Meeting ID: 999 2306 3353</b>
<b>PASSCODE</b>	No Passcode is needed.



## **6.0 USER NAME AND DISPLAY SETTINGS**

All participants are requested to use the following format for the Display Name in the Zoom account: **ECONOMY/FULL NAME or ORGANIZATION/FULL NAME.**

**For participants from APEC member economies, please use only the following names of economies:**

Australia;  
Brunei Darussalam;  
Canada;  
Chile;  
The People's Republic of China (“China” also acceptable);  
Hong Kong, China; (“Hong Kong” must not be used)  
Indonesia;  
Japan;  
The Republic of Korea (“Korea” also acceptable, “South Korea” must not be used);  
Malaysia;  
Mexico;  
New Zealand;  
Papua New Guinea;  
Peru;  
The Republic of the Philippines (the Philippines also acceptable);  
The Russian Federation (Russia also acceptable);  
Singapore;  
Chinese Taipei; (“Taiwan” must not be used)  
Thailand;  
The United States of America (the USA, the US or the United States also acceptable);  
Viet Nam.

## **7.0 ACCOMMODATION RECOMMENDATION**

### **Accommodation Option 1: SOFITEL PHILIPPINE PLAZA MANILA**

CCP Complex, Roxas Boulevard, 1300 Pasay City, Philippines

Website: <https://www.sofitelmanila.com>

Tel No.: +632 8-573-5555

E-mail: [H6308@sofitel.com](mailto:H6308@sofitel.com)



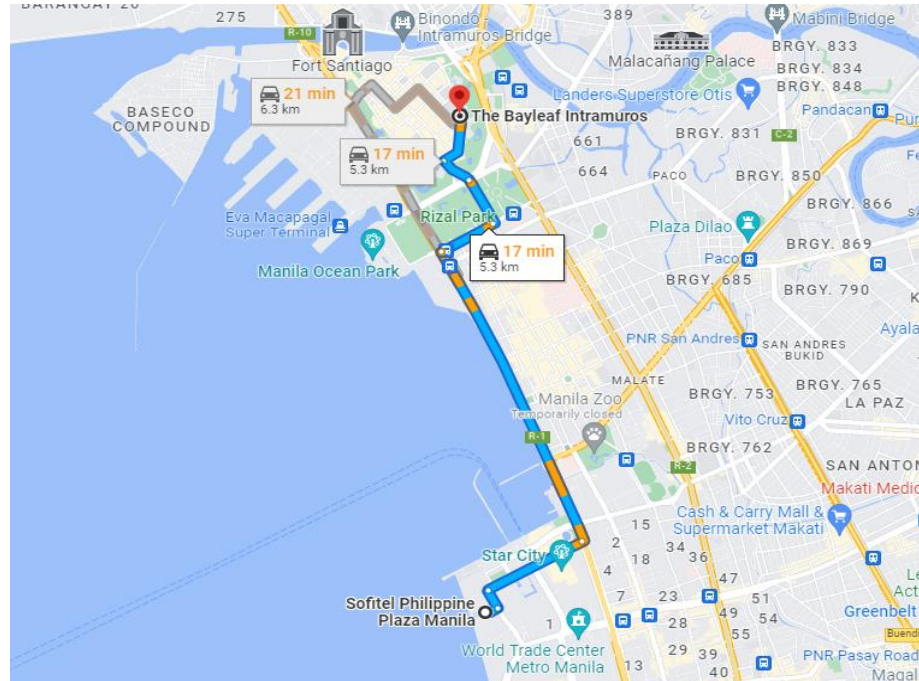
While the APSN Forum 2022 will be held at the The Bayleaf Intramuros, participants are free to stay wherever they choose.

If you would like to reserve rooms at The Sofitel Philippine Plaza Manila, please contact the hotel reservation office directly at +632 8-573-5555 or at <https://www.sofitelmanila.com> to make reservations.

ROOM TYPE	ROOM RATE (As of September 21, 2022)
Superior Room – Single	PhP 10,602.00
Superior Room – Double	PhP 15,200.00
Luxury Room – Single	PhP 12,402.00
Luxury Room – Double	PhP 18,800.00
<b>IMPORTANT NOTE</b> All delegates are urged to make hotel reservations as soon as possible to ensure that the abovementioned special discounted rate for APSN delegates may be availed. Reservations are on a “First Come, First Serve” basis and maybe subject to price increase.	

**Travel from Sofitel Philippine Plaza Manila to The Bayleaf Intramuros:**  
Approximately 17 minutes by car





### **Accommodation Option 2: The Bayleaf Intramuros**

Muralla St., Intramuros, Manila, Philippines

Tel No.: +632 5318 5000

Email: [tbi-inquiry@thebayleaf.com.ph](mailto:tbi-inquiry@thebayleaf.com.ph)

Website: <https://www.thebayleaf.com.ph>



If you would like to reserve rooms at The Bayleaf Intramuros, please contact the hotel reservation office directly at +632 5318 5000 or book in their official website at <https://www.thebayleaf.com.ph> to make reservations.

ROOM TYPE	ROOM RATE
Deluxe Room (Queen/Twin)	PhP 8,320.00++ per night (as of 19 Sept. 2022)
Executive Suite	PhP 15,400.00++ per night (as of 19 Sept. 2022)
<b>IMPORTANT NOTE</b> As availability of this hotel is only limited, reservations are on a “First Come, First Serve” basis and maybe subject to price increase.	

**Accommodation Option 3: DIAMOND HOTEL PHILIPPINES**

Roxas Boulevard cor. Dr. J. Quintos St., Manila, Philippines

Tel No.: +632 8-528-3000 or +632 5-305-3000

Email: [guestservices@diamondhotel.com](mailto:guestservices@diamondhotel.com)

Website: <https://www.diamondhotel.com>

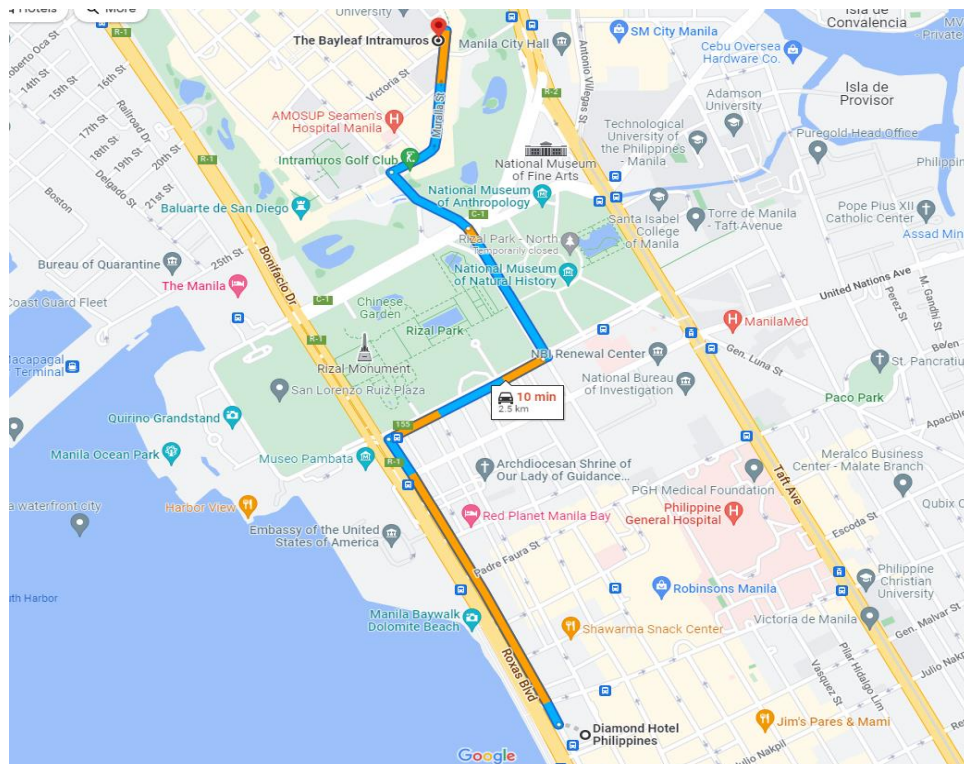


If you would like to reserve rooms at Diamond Hotel Manila, please contact the hotel reservation office directly at +632 5-305-3000 or book in their official website at <https://booking.diamondhotel.com/> to make reservations.

ROOM TYPE	ROOM RATE
Deluxe Room (King/Twin)	PhP 5,688.02++ per night (as of 19 Sept. 2022)
Premiere Room (King/Twin)	PhP 7,287.45++ per night (as of 19 Sept. 2022)

Diamond Club Room (King/Twin)	Php 9,716.60++ per night (as of 19 Sept. 2022)
<b>IMPORTANT NOTE</b> As availability of this hotel is only limited, reservations are on a “First Come, First Serve” basis and maybe subject to price increase.	

**Travel from Diamond Hotel Manila to The Bayleaf Intramuros:**  
Approximately 10 minutes by car



**Accommodation Option 4: The Manila Hotel**

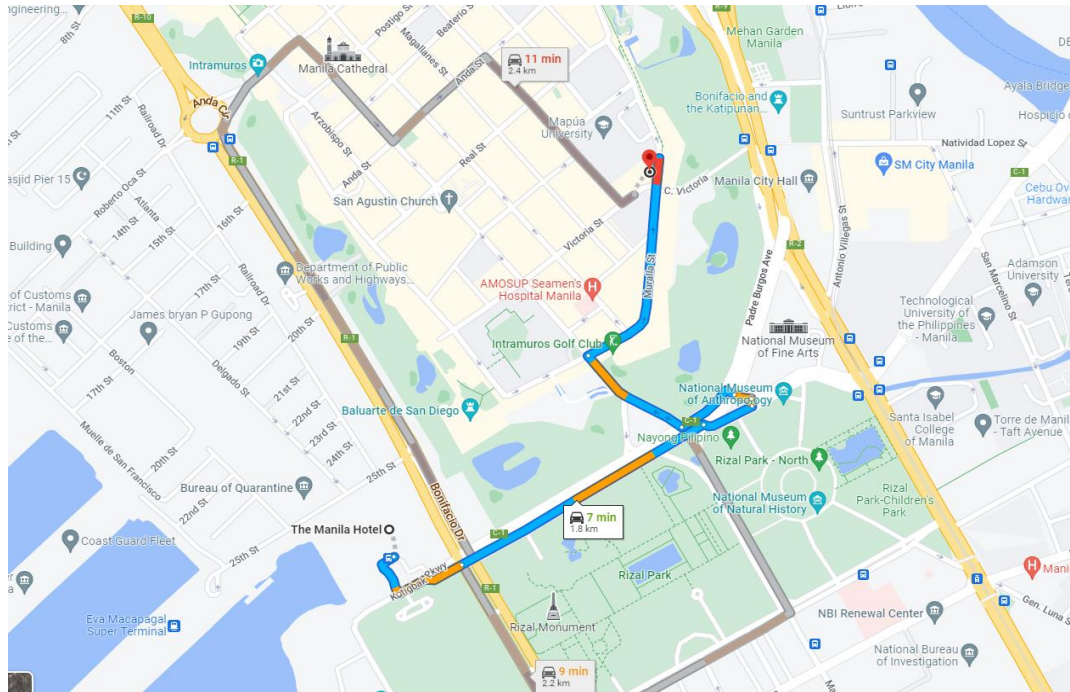
One Rizal Park, Ermita, Manila, Philippines  
Tel No.: +632 8527 0011 or +632 5301 5500  
Website: <https://www.manila-hotel.com.ph>



If you would like to reserve rooms at The Manila Hotel, please contact the hotel reservation office directly at +632 8527 0111 or book in their official website at <https://www.manila-hotel.com.ph> to make reservations.

ROOM TYPE	ROOM RATE
Superior Deluxe (King/Twin)	PhP 7,500.00++ per night (as of 19 Sept. 2022)
Sunrise Suite	PhP 13,500.00++ per night (as of 19 Sept. 2022)
<b>IMPORTANT NOTE</b> As availability of this hotel is only limited, reservations are on a “First Come, First Serve” basis and maybe subject to price increase.	

### **Travel from The Manila Hotel to The Bayleaf Intramuros: Approximately 7 minutes by car**



## **8.0 GENERAL INFORMATION**

### **8.1 Manila, Philippines**

Manila is a coastal and highly urbanized city in the National Capital Region (also known as Metropolitan Manila). It serves as the national capital as well as the regional center of the NCR. Its position at the Philippines' largest island Luzon has made it strategic for cultural and economic exchange since pre-colonial period.

The city is located at the eastern coast of Manila Bay. It is surrounded by Malabon and Caloocan Cities on the north; by Quezon City on the northeast; by San Juan City on the east; by Mandaluyong and Makati cities on the southeast; and Pasay City on the south.

Official Website of City of Manila: <https://manila.gov.ph>

### **8.2 Technical Tour: Manila International Container Terminal (MICT)**

The MICT is the Philippines' largest, busiest, and most advanced container terminal. With an annual capacity of 3 million TEUs, ICTSI's flagship operation is one of the largest non-transshipment ports in the world.



The MICT is situated between the North and the South Harbors in the Port of Manila, protruding westward into the Manila Bay at the mouth of the Pasig River—the city’s major waterway. A key facilitator of Philippine trade, it is complemented by ICTSI’s robust network of marine and inland terminals across Luzon, the Visayas, and Mindanao.

In 1988, International Container Terminal Services, Inc. (ICTSI) won the 25 + 25 years concession to operate the Manila International Container Terminal (MICT) in an international tender. Since ICTSI’s takeover, MICT has increased its annual capacity five-fold, expanded its container handling fleet to become the largest and most modern container terminal in the Philippines, and switched from a manual control system to an integrated real-time IT terminal control system.

Official Website of MICT: <https://www.mict.com.ph>

### **8.3 Weather**

The Climate of the Philippines is tropical and maritime. It is characterized by relatively high temperature, high humidity and abundant rainfall. The average temperature in Manila in October is 31°C/25°C.

### **8.4 Time**

The Philippine Time is consistent with UTC/GMT +8 hours

### **8.5 Currency**

Philippines’ unit of currency is the Philippine Peso (PhP). Major foreign currencies are exchangeable at banks.

### **8.6 Credit Cards and ATMs**

Visa, MasterCard, American Express, JCB and other major international credit cards are accepted at most establishments or can be used to retrieve cash from ATMs throughout the City, although some small shops and restaurants may only accept cash payments.

### **8.7 Telecommunication Services**

Local phone services are reliable and readily available at hotels. While sim cards for mobile phones can be bought at convenience store and these are the major telecommunication service providers in the Philippines:

1. Smart
2. Globe



## 8.8 Useful Telephone Numbers

Agency	Hotline	Trunk & Direct Line	Area
Emergency 911 National Office	911	+63 966 5000 299 +63 932 3180 440	NCR
Manila Emergency Operations Center	-	+639150656335 +639954966176 +639610627013 +639777297572 +632 8926 2385 +632 8926 2380	Manila
Manila Doctors Hospital	-	+632 8558 0888 +632 8558 0797 to 99	Manila