



Digital Transformation Centres

GLOBAL ITU DTC WORKSHOP

14 - 16 May 2024 - Bali, Indonesia



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INFORMATION NOTE

The **Global DTC Workshop** is organized by the **ITU** and **Cisco** and hosted by the **ICT Training Centre (BPPTIK)** under the **Human Resources Development Agency of the Ministry of Communications and Informatics of the Republic of Indonesia**, in collaboration with **Indosat Ooredoo Hutchison**. The workshop is organized to discuss the implementation of the initiative and new proposals designed to support the work of the **Digital Transformation Centres (DTCs)**. It will also follow up on actions agreed to progress the achievement of the **DTCI objectives**. The event will bring together representatives from the **DTCs** and **ITU** partners and will serve as a platform to share experiences and best practices from across the **DTCs**.



THE GLOBAL DTC WORKSHOP
WILL BE HELD FROM 14 - 16 MAY 2024 AT:

RENAISSANCE BALI NUSA DUA RESORT

KAWASAN PARIWISATA LOT SW 4 & 5, NUSA DUA,
BALI, INDONESIA, 80361

Map : bit.ly/maprenaissancenusadua

Phone : +62 361 209 2888

Website : bit.ly/renaissancebalinusadua



I GUSTI NGURAH RAI BALI INTERNATIONAL AIRPORT

bali-airport.com/en

The Bali Airport is the main international airport serving domestic and international flights in Bali and its neighboring cities. There are 2 (two) terminals at the airport:

- Terminal 1 serves as the airport's domestic terminal
- Terminal 2 serves as the airport's international terminal



SOEKARNO-HATTA INTERNATIONAL AIRPORT

soekarnohatta-airport.co.id/

The SHIA is the main international airport that serves domestic and international flight in Jakarta and its neighboring cities. There are 3 (three) terminals at the airport:

- Terminal 1 serves as the airport's domestic terminal
- Terminal 2 serves as the airport's domestic and international terminals
- Terminal 3 serves as the airport's domestic and international terminals

In making the booking arrangements for Bali Island, Workshop Participants are advised to book flights arriving directly at I Gusti Ngurah Rai Bali International Airport or through a connecting flight from Jakarta (CGK) to Bali Island (DPS).

IMPORTANT INFORMATION:

Once their travel itineraries are confirmed, workshop participants are requested to send their flight details to globaldtcworkshopbali@gmail.com, with copy to dtc@itu.int.

Participants are advised to look for the Global DTC Workshop posters/banners in the arrival area.



HOST COORDINATOR

HAMDANI PRATAMA

HEAD OF BPPTIK, MINISTRY OF COMMUNICATION & INFORMATICS

Telephone: +62 21 28645000

Email : hamdani.pratama@kominfo.go.id



CO-HOST COORDINATOR

AJENG RATRI

AVP - CSR EDUCATION & COMMUNITY DEVELOPMENT
INDOSAT OOREDOO HUTCHISON

Telephone: +62 857 1698 3080

Email : ajeng.ratri@ioh.co.id



ITU COORDINATOR

HALIMA LETAMO

SENIOR CAPACITY AND SKILLS DEVELOPMENT OFFICER

Telephone: +41 22 730 5637

Email : dtc@itu.int

Pre-registration should be made online through this

link: komin.fo/DTC2024registration

Collection of badges and onsite registration will start from 8:30 CIST on Tuesday 14 May 2024.





The meeting will be convened in a **paperless environment**. No printed documents will be provided during the meeting. If there is a need for Workshop Participants to print or scan certain documents, one (1) printer with a scanner function is available in the Secretariat Room.

All information, announcements, meeting details, documents that will be used during the meeting, etc., will be made available on the **official website** of the event.

VISA REQUIREMENTS



ASEAN Member Countries

ASEAN Member Countries are not required to have visa for Indonesia for a stay not exceeding 30 days, provided that they hold a valid return ticket to their country of origin, or an outward-bound ticket to their next country of destination, and a passport valid for at least six (6) months beyond the stay in Indonesia.

Please see the [list of countries](#) that can travel to Indonesia without a visa.

Countries selected for Visa on Arrival

Selected countries may enjoy the possibility to apply for Visa-on-Arrival (VoA) for a stay not exceeding 30 days provided that they hold a valid return ticket to their country of origin, or an outward-bound ticket to their next country of destination, and a passport valid for at least six (6) months beyond the stay in Indonesia. Participants may apply for Visa on Arrival through electronic visa application via the following link: evisa.imigrasi.go.id/

Please see the [list of countries](#) that can travel to Indonesia with a visa on arrival.

Other Countries

Workshop Participants from countries not mentioned in the above list must apply for a visa. They may apply for a temporary visitor's visa, through an Indonesian Embassy or Consulate that has jurisdiction over their place of residence, or **through electronic visa application on the link below.**

evisa.imigrasi.go.id/

The following are the basic requirements for the application for a temporary visitor's visa to Indonesia:

- Passport/Travel Document **valid for at least 6 (six) months beyond the intended period of stay in Indonesia;**
- Duly completed Visa application forms;
- Two (2) recent color photograph with Passport-size photos (4.5 cm x 3.5 cm or 1.8 inches x 1.4 inches colored, with white background) should be taken **within three (3) months prior to the application);**
- Invitation letter from the sponsoring organisation (ITU or the DTC). This document is to be submitted in lieu of the proof of living statement/expenses.
- Confirmed tickets for return or onward journey to the next port of destination.

Visa Fees and Customs Declaration

The visa fees vary for each type of visa application. Workshop participants should choose the type of visa, when applicable, as follows:

- Tourist Single Entry Visitor Visa; or
- Tourist Visa on Arrival (VOA) (B1);
- Government Business (VOA) (B4);

Visa Type	Visa fee	Equivalent to USD\$ (Rate Rp15.567/\$1)*	Period of Stay
Tourist Single Entry Visitor Visa	Rp 1,500,000.00	\$ 96.36	60 day(s)
Tourist Visa on Arrival (VOA) (B1) or Government Business Visa on Arrival (VOA) (B4)	Rp 500,000.00	\$ 32.12	30 day(s)

*subject to actual conversion rate

The visa fees start from Rp. 500.000,- to Rp. 1.500.000,- (USD \$31 to USD \$97). The information on the fees will be shown in the electronic visa application and could be paid using a credit card.

Before proceeding to immigration, workshop participants are advised to complete the Customs Declaration which can be completed via the link on ecd.beacukai.go.id/.

For more information about the visa guidelines/ requirements, workshop participants may visit the link provided: linktr.ee/evisaimigrasi to get **video tutorials, guidebook** and step-by-step visa entry application to Indonesia.

IMPORTANT INFORMATION:

Upon submitting their visa application, workshop participants are requested to complete the **online form available at this link: forms.gle/siPQMMqTR8ofuwy38** to benefit from a prioritised process from the Immigration.

BPPTIK contact person (visa):

For any queries regarding their visa application process, participants can contact Ms. Isnaini Rahmawati by e-mail at isna010@kominfo.go.id or via WhatsApp (+62 813 8384 3366).

E-Travel Requirements

Indonesia applies the following health protocols since 21st June 2023 :

- PCR test is no longer required to enter Indonesia. Note: Airlines / carriers may have different requirement to board their transport vehicle regarding PCR test;
- Suggested to download an Indonesian mobile application **Satu Sehat** (available on Google Play; App Store, App Gallery);
- Register your Covid-19 vaccine certificate at Satu Sehat app for your access to some indoor public places in Indonesia;
- For every domestic and international traveler urged to protect themselves from Covid-19 infections;
- For those who have a high risk of Covid-19 infections are suggested to receive a second booster of Covid-19 vaccination.
- It is permissible not to use a mask if in good health and not at risk of contracting or transmitting Covid-19 and it is recommended to continue to use a mask that is properly covered if in an unwell condition or at risk of Covid-19, before and when traveling and doing activities in public facilities.



All meetings and activities relative to the Global DTC Workshop will be conducted at **Renaissance Nusa Dua Bali Resort**

It is strongly recommended that participants stay at the Renaissance Nusa Dua Bali Resort, You should book your accommodations through:

Hotel Manager for room reservations

Name of Contact : Nabila Argubi (Bella)

Designation : Sales Manager - JSO

Email Address : nabila.yuliandari@renaissancehotels.com or
reservation.nusadua@renaissancehotels.com

Mobile Number : +62 811 3830 7318

For **Renaissance Nusa Dua Bali Resort** bookings, the host country has arranged for preferential rates for ITU DTC workshop participants. Staying at the hotel includes breakfast, and the room rate will be as follows

ROOM TYPE	ROOM RATE (USD)
Deluxe KING/TWIN	150
Deluxe KING/TWIN (Sea View)	180
Deluxe KING/TWIN (Pool Terrace)	245
Executive Suite	372

Room inclusions:

- Inclusive of daily breakfast at Backstage Restaurant for 1 or 2 people per room.
- Inclusive of WIFI access within the Hotel premises and in the guest room.
- Inclusive of 21% service and prevailing government tax.
- Free welcome drink
- Free Pool facilities
- Free Fitness & Sauna facilities
- Free Shuttle transport hotel to Renaissance Beach

Workshop Participants may reserve other hotels near the workshop venue. The host country will provide transportation to and from the workshop venue for the participants lodging/staying at below mentioned hotels :



Hotel : **Novotel Nusa Dua Hotel & Residences**
 Location : Kompleks ITDC, Jl. Pantai Mengiat, Benoa, Kec. Kuta Sel., Kabupaten Badung, Bali 80361
 Distance from the workshop venue : 5 minutes by car, 25 minutes by walk
 Website : bit.ly/novotelnusadua
 Email Address for reservations : H6328-RE1@accor.com
 Contact Number/s : +62-361-8480555



Hotel : **Ayodya Resort Bali**
 Location : Jl. Pantai Mengiat Jl. Raya Nusa Dua Selatan, Benoa, Kec. Kuta Sel., Kabupaten Badung, Bali 80363
 Distance from the workshop venue : 7 minutes by car, 27 minutes by walk
 Website : bit.ly/ayodyaresortbali
 Email Address for reservations : info@ayodyaresortbali.com
 Contact Number/s : +62 361 771102

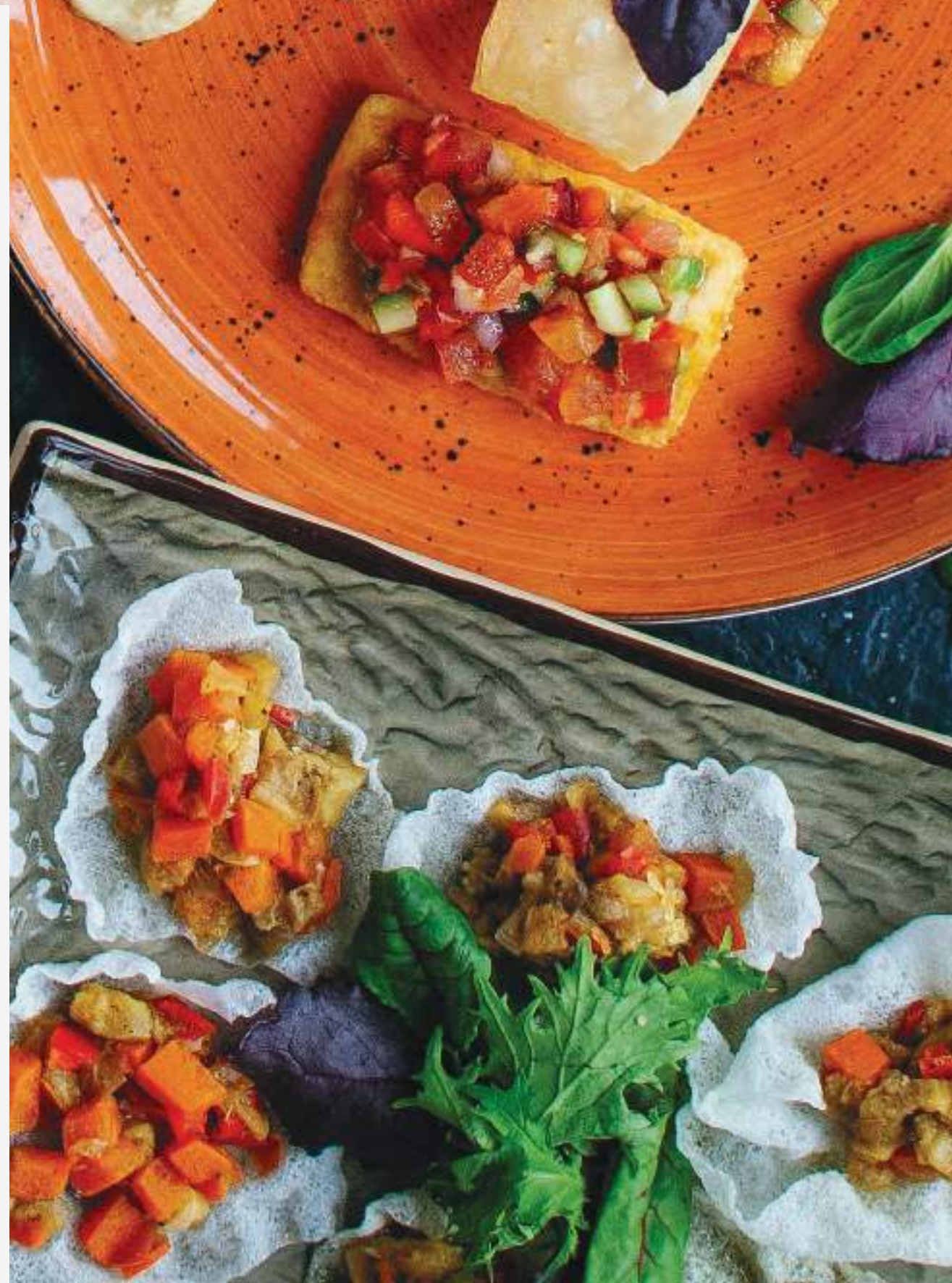


Hotel : **Marriott's Bali Nusa Dua Gardens**
 Location : Jl. Pantai Mengiat Jl. Raya Nusa Dua Selatan, Benoa, Kec. Kuta Sel., Kabupaten Badung, Bali 80363
 Distance from the workshop venue : 5 minutes by car, 21 minutes by walk
 Website : bit.ly/ayodyaresortbali
 Email Address for reservations : info@ayodyaresortbali.com
 Contact Number/s : +62 361 771102

If participants decide to lodge in hotels other than the meeting venue and three hotels, transportations will not be provided.



- The event venue offers Halal cuisine, vegetarian meals, and lard-free food. AM and PM snacks, lunch, and Dinner will be served for the duration of the event.
- Should you need assistance on this matter, please inform the Secretariat.
- A prayer Room is available within the hotel premises.





- Transportation for workshop participants shall be provided from the DPS Airport Terminals 2 to their respective hotels.
- DTC BPPTIK and Indosat shall provide transport for workshop participants from DPS Airport to hotels in Nusa Dua and vice versa.
- Shuttle services to the meeting venue will be provided for Workshop Participants that are staying in other hotels.

CURRENCY

The Indonesian Rupiah (IDR) is the official currency of the Republic of Indonesia.

1 USD = 15,567.1 IDR (as of 10 January 2024). The latest information on the conversion rate is [available here](#).



Telecommunications

- The country code of Indonesia is +62.
- Mobile SIM cards are available at the airport provided by Indosat. Subscribers will be asked to register through a link/app upon activation of the sim card. The following details should be provided:
 - Clear Photo of SIM Card User
 - Passport photo
 - Photo of the Starter Pack (the SIM Card)
 - IMEI photo of the device
- Customer Service will help the registration process at the booth for a smoother process.
- Free wi-fi will be provided in all area of the hotel venue.

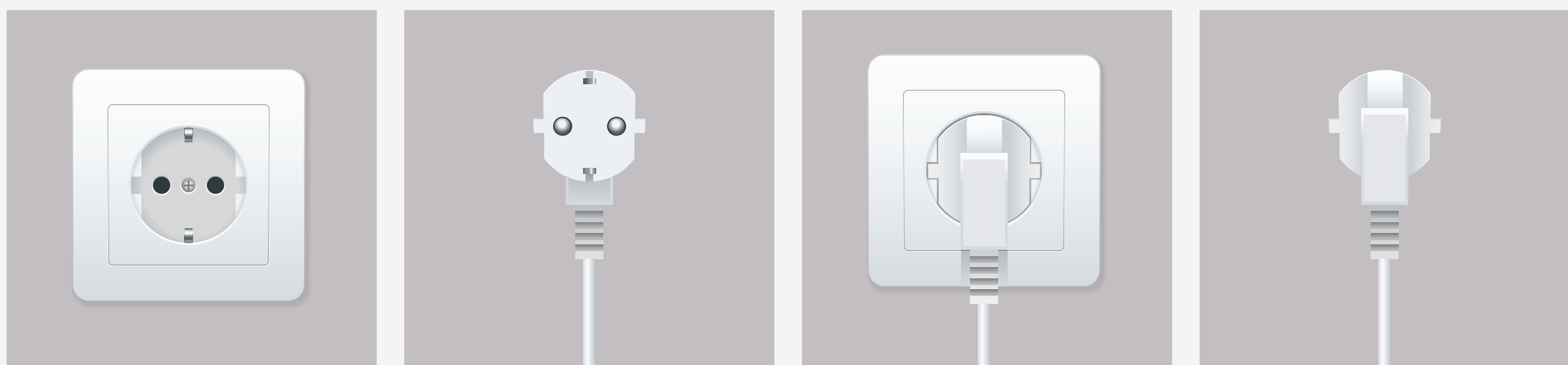
Electricity Supply

- The electric supply in Indonesia is 220-240 volts, 60 hertz.
- There are two major associated plug types in Indonesia. Please refer to the images below.

Type C Plug



Type F Plug





- The wearing of face masks in indoor and outdoor settings is voluntary.
- To ensure health safety among Workshop Participants and members of the host country, wearing of face masks during the sessions and when indoors is highly encouraged.
- Health protocols in the country are subject to change based on the Indonesias' Ministry of Health protocols. Changes will be communicated as necessary.
- The hotel can provide first aid assistance as needed.
- In case of emergency, the secretariat is ready to provide assistance.
- The Medical Emergency Numbers and Nearest Medical Centres, are as follows:
 - **General Hospital Surya Husadha Nusa Dua**
Phone: (0361) 775827
 - **BIMC Hospital Nusa Dua**
Phone: (0361) 3000911



- The Conference will be in English only.
- Average Temperature: The maximum temperature is 34° C and the minimum temperature is 23° C (for an average temperature of 27 ° C).
- Time Zone: Central Indonesia Standard Time is **8 hours ahead of GMT**.



Most foreign diplomatic missions reside in Jakarta. Most of the embassies are situated in the Menteng area and M.H. Thamrin Avenue in Central Jakarta, and also Jalan Jenderal Sudirman, Kuningan and Mega Kuningan area in South Jakarta.

Apart from Jakarta, a number of consulates are also situated in Bali.

Workshop Participants may check their respected Diplomatic Missions in Indonesia and their corresponding contact details through the provided **list of embassies**.