

DETAILS FOR THE NPFC ANNUAL COMMISSION MEETINGS TOKYO, JAPAN 22-26 August 2016

This is general information to assist you in your travels to the meetings. This information package includes:

- Dates
- Venue of Meeting(s)
- Meeting Contact Documentation
- Visa Information
- Airport Information and Transport to Hotels Near the Meeting Venue
- Accommodation Guide
- How to get to the Venue from nearby hotels
- Meeting Registration

Dates:

The meetings commence on 22 August 2016 and carry on through to 26 August 2016 as follows:

- 1st Technical and Compliance Committee (TCC), 22-23 August 2016
- Special Working Group on Finance and Administration (SWG Fin & Admin), 24 August 2016
- 2nd Annual Meeting of the Commission, 24-26 August 2016

Venue of Meeting:

The Technical and Compliance Committee, Special Working Group on Finance and Administration and the 2nd Annual Meeting of the Commission shall be held at Tokyo Fashion Town (TFT) Building in Odaiba, Tokyo, Room 909.

9th Floor of TFT Building, 3-11-1 Ariake, Koto-ku, Tokyo, Japan 135-0063

TEL: +81-3-5530-1111

http://www.bigsight.jp/english/Various_facilities_Information/tft/

Meeting Contact Documentation:

The following contact information and record of meetings that participants shall attend is necessary for meeting planning and to ensure access and security of the meeting. Please

provide the following information for each participant in the form of **Attachment 1** by July 22nd to the NPFC Secretariat (npfc.secretariat@gmail.com or peteflewell@yaho.ca) preferably in batch form for the delegation:

- A) Member and Full Name
- B) Title and Organization
- C) Contact Information (Full Mailing Address, E-mail Address, TEL)
- D) Identification of which meetings the participant will attend

Your assistance in completing this document is much appreciated by the Secretariat.

Visa information:

An official invitation letter is essential for participants to apply Japanese visa. Each delegation who applies for a Japanese visa is requested to provide information in the form of **Attachment 2** by July 15th to Mr. Nobushige Shimizu (nobushige_shimizu640@maff.go.jp).

Airport Information and Transport to Hotels Near the venue of the NPFC meetings:

The venue of these meetings is located in Odaiba, Tokyo consequently it is recommended to take a limousine bus to the hotel at the site. All the recommended hotels except Hilton Tokyo and Grand Pacific are within a few minutes walking distance from the Meeting venue (50-100 m)

Note: There are 50 rooms pre-booked for NPFC members at the Hotel Sunroute Ariake 3-6-6 Ariake, Koto-ku, Tokyo 135-0063 Japan with a limousine bus direct from Narita and Haneda airports.

A) From Narita International Airport to Meeting Venue Area and Hotel Sunroute Ariake

- By Limousine Bus
The trip takes about 80 minutes and costs 2,800 YEN. For timetable and more information, please see attached limousine bus schedule.
- By Train
Please visit <http://www.bigsight.jp/english/hotel/transportation/>

B) From Haneda International Airport to Meeting Venue Area and Hotel Sunroute Ariake (recommended airport for easy access to NPFC Secretariat and Meeting venue)

- By Limousine Bus:

The trip takes about 40 minutes and costs 620 YEN. For timetable and more information, please see the attached Limousine Bus schedule

■ By Train

Please visit <http://www.bigsight.jp/english/hotel/transportation/>.

Social Events:

To be announced.

Accommodation guide:

Each participant is responsible for making his or her own hotel arrangements. For a list of hotels near the meeting venue, please see the table below:

Hotel Name	Location	Reservation
Hotel Sunroute Ariake	5-7 minutes walk to venue	<p>Address: 3-6-6 Ariake, Koto-ku, Tokyo 135-0063</p> <p>Phone: +81-3-5530-3610</p> <p>Note: 50 rooms pre-booked on first come first served basis for NPFC meetings. The Special website for pre-booked rooms is now available at https://amarys-jtb.jp/npfc/?&g=1</p>
Hilton Tokyo Odaiba	10 minutes by train to venue (30 minutes walk)	<p>Address: 1-9-1 Daiba, Minato-ku, Tokyo 135-8625</p> <p>Phone: +81-3-5500-5500</p> <p>Please visit: http://www3.hilton.com/en/hotels/japan/hilton-tokyo-odaiba-TYOTOHI/index.html</p>
Grand Pacific Le Daiba	10 minutes by train to venue (30 minutes walk)	<p>Address: 2-6-1 Daiba, Minato-ku, Tokyo 135-8701</p> <p>Phone: +81-3-5500-6711</p> <p>Please visit: http://www.grandpacific.jp/eng/</p>
Tokyo Bay Ariake Washington	10 minutes walk to venue	<p>Address: 3-7-11, Ariake, Koto-ku, Tokyo 135-0063</p> <p>Tel: +81-3-5564-0111</p> <p>Please visit: http://tokyobay.washington-hotels.jp/</p>

Meeting Registration

The Heads of Delegation (HOD) meeting will take place at 09:00-10:00 22 August 2016, prior to the TCC meeting. The agenda and place of the HOD will be distributed to participants in due course.

The Technical and Compliance meeting shall commence immediately following the Heads of Delegation meeting at 10:00 hrs. The Special Working Group on Finance and Administration, will commence at 09:00 hrs (registration starts at 08:30 hrs and the 2nd Annual Commission Meeting commences at 14:00 hrs (registration starts at 13:30 hrs) on 24 August 2016. Participants will be able to register and pick up their information package from 9:00 to 9:30 of the first day of each Meeting at the entrance to the meeting room at Tokyo Fashion Town Conference Building Room 909. If this registration time is not convenient for you, please ask the Secretariat staff in the meeting room for your registration.

If you have any questions regarding visas, please do not hesitate to contact:

Mr. Nobushige Shimizu

E-mail: nobushige_shimizu640@maff.go.jp

Tel: +81-3-3591-1086

If you have any questions regarding meeting preparations, please do not hesitate to contact:

Ms. Yuko Takamiya

E-mail: npfc.secretariat@gmail.com

Tel: +81-3-5479-8717

NPFC

North Pacific Fisheries Commission

Attachment 1

No.	Member	Full Name	Title and Organization	Full Mailing Address	E-Mail Address	TEL	1 st TCC (22-23 August)	SWG F & A (24 August)	2 nd Com (24-26 August)
Example 1.	Japan	Chaiki Mizugaki	Assistant Director Fisheries Agency of Japan	1-2-1 Kasumigaseki, Chiyoda-Ku, Tokyo 100-8907 JAPAN	chiaki_mizugaki@nm. maff.go.jp	+81-3591- 1086	Yes	Yes	Yes

Fisheries Agency of Japan is willing to prepare an Invitation Letter for your visa application to attend the NPFC Annual Commission Meetings which will be held in Tokyo, JAPAN.

Please fill in the required Information on the invitee as follows;

EXAMPLE;

First Name: **Kengo**

Last Name: **TANAKA**

Sex (F/M): **M**

Organization: **Fisheries Agency,**

Title: **Senior Fisheries Negotiator, Fisheries Agency**

Passport Number: **YYYY**

Date of Birth: **August 8, 1962**

Date of Issue: **March 06 2012**

Date of Expiry: **March 06 2022**

Passport Issuing Authority: **Ministry of Foreign Affairs, Japan**

Period of Stay in JAPAN: **January 20 – January 22, 2015**

Place of Applying for visas: **Embassy of JAPAN in Moscow, Russia**

Arrival Airport: **Narita International Airport**

Departure Airport: **Narita International Airport**

Hotel Name: **Shinagawa Prince Hotel**

First Name:

Last Name:

Sex (F/M):

Organization:

Title:

Passport Number:

Date of Birth:

Date of Issue:

Date of Expiry:

Passport Issuing Authority:

Period of Stay in JAPAN:

Place of Applying for visas: **Embassy (or Consulate) of JAPAN in (INSERT YOUR RESIDENT COUNTRY)**

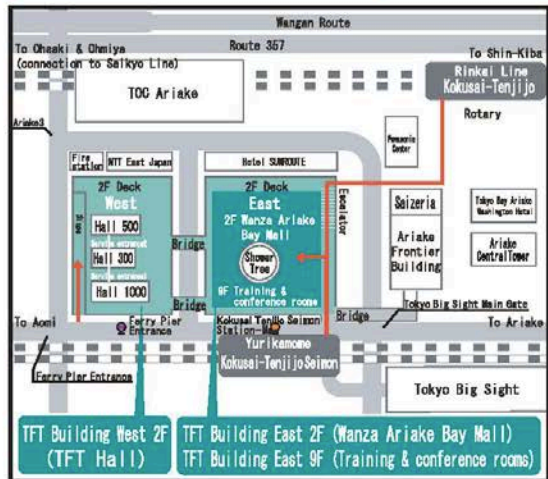
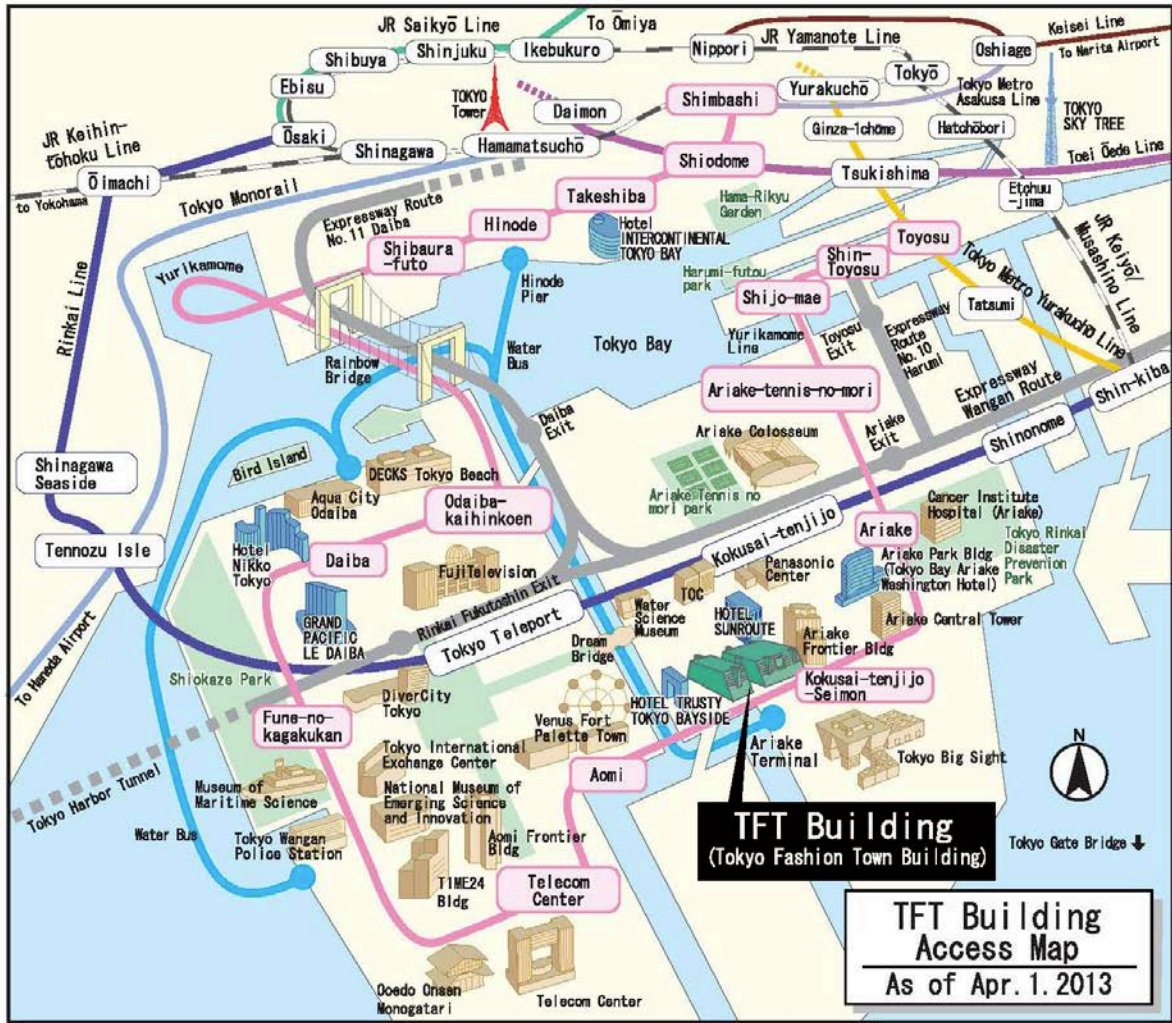
Arrival Airport:

Departure Airport:

Hotel Name:

Hotels and Meeting Venue

● Access to TFT (Tokyo Fashion Town) Building (: Hotels)



Mode	Route	Time	Transfer	Walk
Express Bus (Keihin Kyuko Bus)	Yokohama Sta. (East Exit)	50 minutes	→	Tokyo Big Sight
			→	TFT Building (Approx. 5 minutes' walk)
Water Bus	Hinode Pier (approx. 7 minutes' walk from Hinode Station)	25 minutes	→	Ariake Terminal (Tokyo Big Sight)
			→	TFT Building (Approx. 3 minutes' walk)

※It suspends on Monday & Tuesday. (Holiday is operated).

Mode	Route	Time	Transfer	Walk
Rinkai line	Shin-Kiba Sta. (JR, Subway)	5 minutes	→	Kokusai-Tenjijo Sta.
			→	TFT Building (Approx. 5 minutes' walk)
Yurikamome	Shimbashi Sta. (JR, Subways)	22 minutes	→	Kokusai-Tenjijo -Seimon Sta.
			→	TFT Building (Approx. 1 minutes' walk)

※ Direct service at Osaki to JR Saikyo Line
 Kokusai-Tenjijo Sta. → JR Shinjuku Sta. (approx. 25 minutes)
 JR Ikebukuro Sta. → JR Omiya Sta. (approx. 36 minutes)

Mode	Route	Time	Transfer	Walk
Bus	Tokyo Sta. Yaesu Exit (JR)	34 minutes	→	Ferry Pier Entrance
			→	TFT Building (Approx. 2 minutes' walk)
Airport Bus (Limousine Bus, Keihin Kyuko Bus)	Haneda Airport	25 minutes	→	Tokyo Big Sight
			→	TFT Building (Approx. 5 minutes' walk)

Mode	Route	Time	Transfer	Walk
Bus	Tokyo Sta. Marunouchi South Exit (JR)	34 minutes	→	Ferry Pier Entrance
			→	TFT Building (Approx. 2 minutes' walk)
Airport Bus (Limousine Bus, Keihin Kyuko Bus)	Narita Airport	60 minutes	→	Tokyo Bay Ariake Washington Hotel
			→	TFT Building (Approx. 3 minutes' walk)

Mode	Route	Time	Transfer	Walk
Bus	Monzennaka-cho Sta. (Subway)	30 minutes	→	Tokyo Big Sight
			→	TFT Building (Approx. 1 minutes' walk)
Airport Bus (Limousine Bus, Keihin Kyuko Bus)	Hamamatsucho Sta. (JR) (km flower Bus)	29 minutes	→	Tokyo Big Sight
			→	TFT Building (Approx. 5 minutes' walk)

※Some buses only run while events are held.

Limousine Bus Schedule to Hotel Sunroute Ariake

リムジンバス時刻表 LIMOUSINE BUS TIME TABLE

羽田空港 Haneda Airport	⇔	ホテルサンルート有明 Hotel Sunroute Ariake	所要時間 Duration	運賃 Fare	
			約40分 Approx 40mins	大人 ¥620 Adult	子供 ¥310 Child

ホテルサンルート有明 Hotel Sunroute Ariake	発 Dep.	7:50	8:55	9:50	10:50	11:50	12:50	13:50	15:05	16:15	17:15	21:00
羽田空港第2ターミナル Haneda Airport Terminal2	着 Arr.	8:35	9:40	10:35	11:40	12:35	13:35	14:35	15:50	17:00	18:00	-
羽田空港第1ターミナル Haneda Airport Terminal1	着 Arr.	8:40	9:45	10:40	11:45	12:40	13:40	14:40	15:55	17:05	18:05	-
羽田空港国際線ターミナル Haneda Airport International Terminal	着 Arr.	8:50	9:55	10:50	11:55	12:50	13:50	14:50	16:05	17:15	18:15	21:45
羽田空港国際線ターミナル Haneda Airport International Terminal	発 Dep.	-	-	-	-	10:55	12:05	13:00	14:05	15:05	16:05	23:05
羽田空港第2ターミナル Haneda Airport Terminal2	発 Dep.	-	8:45	9:35	10:35	11:05	12:15	13:10	14:15	15:15	16:15	23:15
羽田空港第1ターミナル Haneda Airport Terminal1	発 Dep.	-	8:50	9:40	10:40	11:10	12:20	13:15	14:20	15:20	16:20	23:20
ホテルサンルート有明 Hotel Sunroute Ariake	着 Arr.	-	9:20	10:15	11:15	11:45	12:50	13:50	14:50	15:55	16:55	23:47

※到着時刻は目安です。 Arrival time is estimated.

■電車でのアクセス■

羽田空港インフォメーション
Haneda Airport Information 03-5757-8111

国際展示場(りんかい線) → 天王洲アイル (東京モノレール)
→ 羽田空港国際線ビル 【30分/¥610】
→ 羽田空港第1ビル 【35分/¥690】
→ 羽田空港第2ビル 【40分/¥760】

成田空港 Narita Airport	⇔	ホテルサンルート有明 Hotel Sunroute Ariake	所要時間 Duration	運賃 Fare	
			約80分 Approx 80mins	大人 ¥2,800 Adult	子供 ¥1,400 Child

ホテルサンルート有明 Hotel Sunroute Ariake	発 Dep.	7:10	9:20	12:05	14:35	16:10
成田空港第2ターミナル Narita Airport Terminal2	着 Arr.	8:20	10:30	13:15	15:45	17:15
成田空港第1ターミナル Narita Airport Terminal1	着 Arr.	8:25	10:35	13:20	15:50	17:20
成田空港第3ターミナル Narita Airport Terminal3	着 Arr.	8:30	10:40	13:25	15:55	17:25
成田空港第3ターミナル Narita Airport Terminal3	発 Dep.	8:40	10:50	13:45	15:45	17:10 18:45
成田空港第2ターミナル Narita Airport Terminal2	発 Dep.	8:45	10:55	13:50	15:50	17:15 18:50
成田空港第1ターミナル南ウィング Narita Airport Terminal1 South Wing	発 Dep.	8:50	11:00	13:55	15:55	17:20 18:55
成田空港第1ターミナル北ウィング Narita Airport Terminal1 North Wing	発 Dep.	8:55	11:05	14:00	16:00	17:25 19:00
ホテルサンルート有明 Hotel Sunroute Ariake	着 Arr.	10:05	12:10	15:00	17:00	18:25 20:00

※到着時刻は目安です。 Arrival time is estimated.

■電車でのアクセス■

①国際展示場(りんかい線) → 大崎(JR山手線)
→ 日暮里(京成スカイライナー)
→ 成田空港 【110分/¥3,000】

②国際展示場(りんかい線) → 新木場(JR京葉線)
→ 東京(成田エクスプレス)
→ 成田空港 【110分/¥3,490】

③国際展示場(りんかい線)
→ 大崎(JR山手線) → 品川(京成エアポート快特)
→ 成田空港 【120分/¥1,980】

④国際展示場(りんかい線)
→ 大崎(JR山手線) → 品川(成田エクスプレス)
→ 成田空港 【120分/¥3,720】

成田空港インフォメーション
Narita Airport Information 0476-34-8000

◆ 交通事情により所要時間が異なりますので、余裕をもってご出発ください。
Duration will be changed depend on the traffic condition.

◆ 2個をこえる手荷物のお預りについては、超過料金を申し受ける場合があります。
Two items are the maximum to place the trunk, and there might be an extra charge for excess baggage.

◆ ご予約の際はフロントまでお越しください。ご予約受付時間 am5:00~pm23:00
For the reservation, please contact to the front desk. Ticketing is available from 5:00am to 23:00pm.

リムジンバス予約センター
Airport Limousine Information 03-3665-7220