



North Pacific Fisheries Commission

NPFC-2023-COM07/TCC06/FAC05-MIP01

DETAILS FOR THE 5th FINANCE AND ADMINISTRATION COMMITTEE, 6th TECHNICAL AND COMPLIANCE COMMITTEE AND 7th COMMISSION MEETINGS 17th March – 24th March 2023 Sapporo, Japan

The 5th Finance and Administration Committee meeting, 6th Technical and Compliance Committee meeting and the 7th Session of the Commission will be held in Sapporo, Japan from 17th to 24th March 2023. To facilitate your travel arrangement, the Secretariat and Organizer have prepared information for your reference as below.

- Dates
- Meeting Venue
- Meeting Contact and Documentation
- Visa Information
- Border Measures
- Accommodation Guide and Map
- Transportation from the New Chitose Airport to the Meeting Venue
- Meeting Registration
- Social Events
- Other Information

1. Dates

The meetings commence on 17th March 2023 and carry on through to 24th March 2023 as follows:

- 5th Finance and Administration Committee (FAC), 17th March 2023
- 6th Technical and Compliance Committee (TCC), 18th-20th March 2023
- (TBD) Head of Delegation (HOD) Meeting 21st March (afternoon)
- 7th Commission meeting, 22nd-24th March 2023

2. Meeting Venue

The meetings will be held at the [Sapporo Prince Hotel International Convention Center PAMIR](#) located across the street from the Sapporo Prince Hotel Tower. Main venue, secretariat's office and small meeting rooms are outlined in the table below.

(a) Main meeting room

Month	Day		Meeting	Floor	Room
March	17	Fri	FAC	5 th	Hokuto
	18	Sat	TCC	3 rd	Onuma
	19	Sun			
	20	Mon			
	21	Tue	HOD		
	22	Wed	COM		
	23	Thu			
	24	Fri			

(b) Secretariat office

Month	Day		Floor	Room
March	17	Fri	2 nd	Bridal Salon
	18	Sat	2 nd	203 · 204
	19	Sun		
	20	Mon		
	21	Tue		
	22	Wed		
	23	Thu		
	24	Fri		

(c) Small meeting rooms – please see secretariat to book

Month	Day		Floor	Room
March	17	Fri	2 nd	Special room A
	18	Sat	2 nd	205 · 206
	19	Sun		
	20	Mon		
	21	Tue		
	22	Wed	5 th	Special room A
	23	Thu		
	24	Fri		

3. Meeting Contact and Documentation

Online registration service for TCC, FAC and COM participants is on the NPFC website www.npfc.int. Please log in to your NPFC account and register **by 17th February 2023**. This will allow you to access meeting documents as they are posted.

The meeting will be organized as in-person meeting but in an exception participation via Webex will be possible. Please indicate if your delegation will plan to attend on-line.

4. Visa Information

Please access the webpage of Japan consular services from the link below to determine if you need a visa to enter Japan.

Link: [Application for a visa for foreign nationals](#) from the Ministry of Foreign Affairs Japan

An official invitation letter is essential for some participants to apply for a Japanese visa. Each delegation that applies for a Japanese visa is kindly requested to provide the information in **Attachment 1** to the meeting coordinator, Mr. Kyutaro Yasumoto (kyutaro_yasumoto890@maff.go.jp), **by 10th February 2023** to facilitate issuance of the invitation letters from Japan for visa purposes.

5. Border Measures

The Japanese government's border measures may change from time to time. Please be sure to keep up to date with the latest information. Please visit the following pages for information on the latest border measures concerning COVID-19.

- [COVID-19:Current Japanese Border Measures](#) /Ministry of Health, Labor and Welfare
- [Border measures to prevent the spread of novel coronavirus \(COVID-19\)](#) /Ministry of Foreign Affairs of Japan

To facilitate quarantine, immigration and customs procedures, please visit this website.

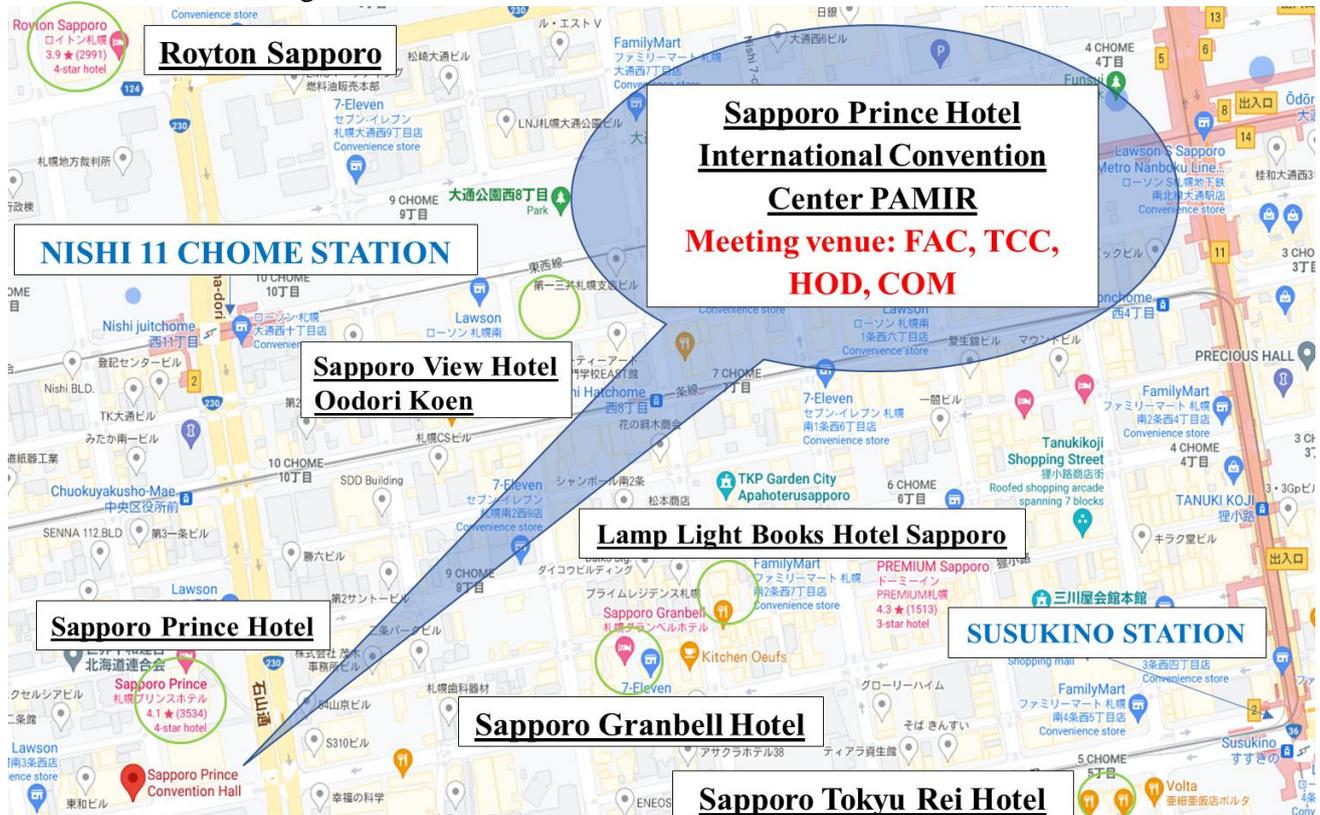
- [Visit Japan Web | Digital Agency](#)

6. Accommodation Guide and map

Each participant is responsible for making his or her own hotel arrangement. There are a wide range of hotels in downtown Sapporo, however it is recommended that participants book their accommodation earlier. Recommended hotels are listed in the table below. The Sapporo Prince Hotel is the most convenient and advisable option due to the likelihood of snow at the time of the meeting. Please note that there are 60 rooms blocked for participants of the annual meetings at the Sapporo Prince Hotel. Booking shall be on a first-come-first served basis.

Hotel Name	Access to the Meeting Venue	Address and Reservation
Sapporo Prince Hotel	Across from the Meeting venue	<p>Nishi 11-chome, Minami 2-jo, Chuo-ku Sapporo, 060-8615 Japan Tel: +81- (0)11-241-1111 https://www.princehotels.com/sapporo/</p> <p>60 rooms (13,000 yen/night including tax, breakfast included) have been set aside. To book these rooms, delegations are requested to complete the reservation form (Attachment 2) and send it to Mr. Norihiro Fukushi (sapporo-rsv@princehotels.co.jp) by February 15.</p>
Sapporo Granbell Hotel	7- minute walk to the meeting venue	<p>8-10-1 Minami 3 Jonishi, Chuo-ku, Sapporo-city Hokkaido, 060-0063 https://www.granbellhotel.jp/en/sapporo/</p>
Sapporo View Hotel Oodori Koen	8- minute walk to the meeting venue	<p>8 Odori-Nishi, Chuo-ku, Sapporo, Hokkaido, 060-0042 https://www.viewhotels.jp/sapporo/</p>
Royton Sapporo	10- minute walk to the meeting venue	<p>Kita1-jonishi11-chome-1, Chuo-ku, Sapporo, Hokkaido, 060-0001 https://www.daiwaresort.jp/global/royton/index.html</p>
Lamp Light Books Hotel Sapporo	9- minute walk to the meeting venue	<p>7-5-1 Minami2jonishi, Chuo-ku, Sapporo, Hokkaido, 060-0062 https://www.lamplightbookshotel.com/en/sapporo/</p>
Sapporo Tokyu Rei Hotel	12- minute walk to the meeting venue	<p>Nishi, Minami 4 Jo, Chuo-ku, Sapporo-shi, Hokkaido 064-8509 https://www.tokyuhotelsjapan.com/global/sapporo-r/index.html</p>

Location of the meeting venue and the recommended hotels are below.



7. Transportation from the New Chitose Airport to the Meeting Venue

The venue of the meetings, *Sapporo Prince Hotel International Convention Center PAMIR*, is located in downtown Sapporo. Public transportation (trains and subways, buses and taxis) is available from the Sapporo New Chitose Airport. Access information is available at the following website.

[Map & Direction - Sapporo Prince Hotel - Official website \(princehotels.com\)](http://princehotels.com)

8. Meeting Registration

Participants will be able to register in the following time:

- 5th FAC meeting (17th March) – from 08:00 to 09:00;
- 6th TCC meeting (18th March) – from 08:00 to 09:00;
- 7th Commission meeting (22nd March) – from 08:00 to 09:00.

If this registration time is not convenient for you, please ask the Secretariat staff in the Secretariat room for your registration.

9. Social Events

There will be a reception organized by the host Member:

- 22 March, 18:30-20:30 – *Kussharo Hall at 3rd floor of the Sapporo Prince Hotel International Convention Center PAMIR (Meeting venue). All meeting participants are welcome!*

10. Other Information

A. Wi-Fi

The Wi-Fi settings will be available at the Conference Room of the Sapporo Prince Hotel International Convention Center PAMIR.

B. Electricity

The voltage in Japan is **100 V**, which is different from North America (120V), Central Europe (230V) and most other regions of the world. Japanese electrical plugs (plug type A) have two, non-polarized pins that fit into North American outlets, as shown below.



A portable plug adaptor may be necessary to use your electronic devices.

C. Illness or injury

Masks must be worn in the meeting room.

- [COVID-19 infection prevention measures](#) / Japan National Tourism Organization
- [Information in case of illness or injury](#) / Japan National Tourism Organization

EMERGENCY INFORMATION

Police

Emergency call – 110

Fire, Ambulance or Emergency Rescue

Emergency call – 119

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

Mr. Kyutaro Yasumoto and Mr. Kenichi Ono

Tel: +81-03-3591-1086 E-mail: kyutaro_yasumoto890@maff.go.jp
kenichi_ono250@maff.go.jp

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

Ms. Natsuki Hosokawa

Tel: +81-3-5479-8717 E-mail: nhosokawa@npfc.int

Attachment 1

The Fisheries Agency of Japan is willing to prepare an Invitation Letter for your visa application to attend the NPFC Meetings in Sapporo, Japan.

Please provide a list which includes the following information for each participant.

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:

Arrival Airport:

Departure Airport:

Hotel Name:

