

ACIIA

Asian Confederation of Institute of Internal Auditors

CONFERENCE 2008 Bali



Organized by :



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Asian Confederation of Institute of Internal Auditors

CONFERENCE 2008 Bali



BALI, INDONESIA 3-4 November 2008

*Evaluating and Improving
the Effectiveness on Risk Management,
Control and Governance Process*



The Institute of Internal Auditors
Indonesia

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Message



Dear Colleagues,

ACIIA continue to believe in IIA's motto "Progress Through Sharing" and shall strive to achieve its vision through the spirit of sharing among its affiliates and be the regional voice of the internal auditing profession by advocating its value, promoting best practice, and providing exceptional service to its members.

To achieve the vision, ACIIA provides a dynamic leadership for the profession of internal auditing through coordinating the development, enhancement and promotion of the internal auditing profession in the Asian Region. Key aims in support of this vision are:

- Enhance the standards and practices of the profession through certification and the adoption of international and regional best practices in internal auditing.
- Assist in the growth and development of the Institutes of Internal Auditors (IIA Affiliates) affiliates through networking, marketing, education and research and information sharing.
- Foster a strong and cohesive profession by providing leadership on emerging issues; coordinating with IIA Global and other IIA Affiliates to achieve appropriate strategic objectives.
- Enhance the image and interests of the internal auditing profession regionally through the promotion of its role and achievements.

The objective of this Conference is to enhance the Corporate Governance and its relationship with Risk Management. Various topics is the conference attempt to explore that relationship and further discuss two main issues, i.e. How does risk management and internal audit can be integrated to ensure high standard of corporate governance, and whether disclosure in its Annual Report on the management of risks is adequate.

There is a real need in the business world today for effective corporate governance and risk management practices. Internal auditors have a critical role to play regarding effective governance and it is therefore imperative that they are up to date with current thinking in these areas.

See you at the Conference in the island of paradise!

Your sincerely,
IIA Indonesia

Edwinsjah Iskandar
President

Deddy S. Koesmana
Vice President

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Speakers Profile



LOH UANTCHERN specializes in enterprise risk management services, which include internal audit co-sourcing, SOX, IT security reviews, corporate governance and risk management services. In his 20 year career in these areas, Uantchern has led enterprise risk management engagements for a number of projects in The key clients he serves include Citibank, Standard Chartered Bank, Visa, Singapore Telecoms, Levi's and Las Vegas Sands. Uantchern has extensive experience in internal audit services. He was formerly Vice President, Head of Planning and Development (Internal Audit) in a regional Asian bank. He has also been seconded to Singapore Telecoms and Optus as Head of Internal Audit. Uantchern has served on the Board of Directors of the Information Systems Audit and Control Association (Singapore Chapter) and currently serves on the Board of Governors of the Institute of Internal Auditors (Singapore Chapter).



Derek Titterington has been an internationally experienced executive; hardworking and dedicated to achieving and exceeding objectives. A track record of consistently identifying new business opportunities as well as growing the profitability of companies and creating and managing high-performance teams across geographic boundaries. Through the identification, introduction and management of new products and services was able to consistently grow revenues. Accomplishments and key strengths include:

- Proven record of establishing and growing businesses and developing teams to over achieve
- Personally sold \$4mil of software and consulting services across Asia in 18 months
- Grew revenues from \$35M to \$45M throughout Asia/Pacific in two years

His background education was Economics and IT. And his professional experience in Japan is OpenPages provides enterprise risk solutions to leading multi-nationals and financial institutions that optimize business performance since Oct 2004 - present.



Jean-Pierre Garitte has been an international internal audit trainer and consultant for a number of years. Jean-Pierre Garitte is currently a partner with Deloitte Enterprise Risk Services (ERS), where he leads the corporate governance, internal audit and risk management practice for Europe, the Middle East and Africa. He is specialized in the quality assessment of internal audit activities. He is Professor in Corporate Governance, Internal

and Information Systems Auditing at the UAMS Management School in Antwerp and at the Vlaamse Economische Hogeschool in Brussels. He is a European Union expert for restructuring projects in Eastern Europe and South East Asia. He holds a University degree (licentiate) in Commercial and Financial Science and a Master degree in Accountancy. He is a Certified Internal Auditor (CIA), a Certified Accountant (CA), a Certified Information Systems Auditor (CISA), a Certified Fraud Examiner (CFE) and holds a Certification in Control Self Assessment (CCSA). Jean-Pierre is currently a global Ambassador for the international Institute of Internal Auditors and a member of the Standards Board.



Chun-Gyoo, Jang is a Management Consultant from Sung Kyun Kwan University, Seoul, Korea. In 1989, he graduated from Seong-sil University, Seoul, Korea (Bachelor of Arts). Later, in 1996, he earned his master degree from Graduate School of Korea University, Seoul, Korea. (Master of Business Administration). His Job accomplishment in audit fields such as, inspecting operations and controls on internal accounting by the reinforcement of risk management and the renovation of audit method, contributing for the clear personnel management by suggesting the alternatives for the process of promotion and the appointment of executive management on the basis of tenure system, for the result of consistency of KOGAS business, presenting the best practice for the recruit process, control the number of personnel, and business assessment through the latest audit technique.



Bob McDonald is a Past Chairman of the Board of the IIA. He has been a member of the IIA for 21 years and has worked in internal audit for more than 23 years. He has served on the Executive Committee of the IIA since June 2000 and has been active at the international level since 1995. Bob has a Bachelor of Commerce degree and he is a Certified Internal Auditor (CIA) and a Certified Government Auditing Professional (CGAP). He graduated with a Graduate Certificate in Performance Audit and Evaluation from the University of Canberra in 2006. He is currently the Director, Governance and Risk for the Queensland Department of Main Roads and commenced in this position in March 2007. Before returning to Brisbane, Bob was General Manager, Audit and Risk for Centrelink. He held this position for just over two years. Prior to that he was Director of Internal Audit for the Queensland Department of Natural Resources, Mines and Energy. He has 37 years as a government employee in several Departments including Forestry, Primary Industries and Transport. Bob is an accomplished international speaker and a strong supporter of the Asian Confederation of the IIA. He has presented papers in many countries including New Zealand, Fiji, Singapore, Thailand, Malaysia, China, Taiwan, South Africa, Malawi, Ethiopia, Kenya, Argentina, USA, Canada, UK, Italy, Germany, Philippines and South Korea as well as all States of Australia over the past several years. Bob received the Order of Australia Medal (OAM) in 2005 for his contribution to the auditing profession, particularly through the Institute of Internal Auditors.

Speakers Profile



Adam Kirkman is an experienced professional working with public and private sector organizations on business risk, sustainability, and energy and climate change issues. Before joining Protiviti, Adam was the Program Manager for Energy and Climate Change at the World Business Council for Sustainable Development (WBCSD) in Geneva Switzerland. Working with senior executives, Adam has lead research, analysis and debate.

Adam has developed an extensive international in science and network and skills in project management, business development, industrial research, stakeholder and Board level and his qualifications environmental law are backed by a strong risk advisory background and extensive international energy and climate debate.

Conference Program



DAY 1 – Sunday, November 2

- 07.00 am – 12.00 pm Golf Friendship (optional)
14.00 pm – 20.00 pm Registration Open
16.30 pm – 18.00 pm Welcome Cocktail

DAY 2 – Monday, November 3

- 07.00 am – 08.30 am Registration Open
08.30 am – 09.00 am Opening Ceremony and Welcome address by - **Edwinsjah Iskandar** - President of the IIA Indonesia
09.00am – 10.30am **GENERAL SESSION 1**

Corporate Governance After Sarbanes-Oxley

That Act has transformed corporate governance practices in the United States and has strongly influenced the development of corporate governance in the Asia-Pacific and European countries. Corporate governance remains a topic of keen interest not only for the accounting, financial, and legal sectors but also for the broader business and investor communities due to the measures taken by regulators around the world in response to the highly publicized collapses of many big size companies and other accounting scandals and corporate fraud at those multinational companies. This is evident in the recent development of corporate governance standards by government, professional organizations and societies, the growing trend for institutional investors corporations that they invest in, and the increased regulatory scrutiny of risk management regimes and other internal controls implemented by corporations.

Speaker : **Patricia K Miller CIA (Patty)** – Chairman of the Board ; The institute of Internal Auditors (Global Headquarters)

10.30am – 11.00am Coffee Break/Networking

GENERAL SESSION 2

Reforms in Corporate Governance in Asia After the Financial Crisis. *Reforms in corporate governance in selected Asian countries were introduced after the financial crisis of 1997–1998. After the financial collapse, several crisis-affected economies overhauled their corporate governance, strengthening market forces, implementing tougher regulations and focusing on transparency in decision-making and accountability. Since then, a commitment to improving corporate governance has grown as governments recognized the need to protect investors' interests, reduce systemic market risks maintain financial stability and enhance investors' confidence to encourage the return of capital to the region through better accountability and transparency. The incentive for corporations to*

Conference Program



follow best practice is to boost their corporate performance and attract investment. Effective corporate governance is also recognized as essential for economic growth. Governments are realizing that good governance of corporations is a source of competitive advantage and critical to economic and social progress. Since the financial crisis, corporate governance has become a key policy issue in most of Asia. Progress in reforming corporate governance, however, has been uneven across Asia.

Speaker : **Uantchern Loh**, Asia Pacific ERS Leader & Partner Deloitte; Singapore

12.30pm – 13.30pm Lunch/Networking

GENERAL SESSION 3

Corporate Governance - How to add Value to Your Company

Many entrepreneurs are focused so narrowly on the actual business of their company, they overlook processes and presentation. If the ultimate point in running a business is to realize wealth from a competitive advantage (and it should be), then the vehicle of the business itself must be polished and serviced. It is not enough for those running the business to believe in it, its future and its value. It must be possible to show these qualities and pedigree to others — especially those who may already have, or wish to have, a stake in the business. Corporate Governance, through the combined codes, provides a standard method for demonstrating this pedigree. It is designed for quoted public listed company. Applying Corporate Governance principles voluntarily is a valeting service that will make the quality of your business shine and stand out from the rest.

Speaker : **Maulana Ibrahim**, President Commissioner of Bank Saudara; and President Commissioner of Medco Agro

15.00pm - 15.30pm Coffee Break / Networking

GENERAL SESSION 4

Risk Intelligence : Internal Auditing in a World of Risk

Chief Audit Executives and internal auditors have an opportunity to add tremendous value to their organizations by taking a proactive approach to risk. This session will explore how companies need internal audit's expertise to attain transparency and to improve their ability to execute against their business plans and governance responsibilities. Risk Intelligence -- an integrated, proactive approach to risk management -- gives internal auditors the means to seize the opportunity and to apply their expertise to risk management.

Speaker : **Eric Hespenheide**, Global Leader ERS IA & Partner Deloitte, USA

19.00pm – onward Gala Dinner / Networking -> Sponsored by PERTAMINA

Conference Program

Day 3, Tuesday, 4 November 2008



TRACK A

09.00 AM - 10.30 AM Session 1

[A - 1]

Catastrophe and the Risk Management Framework

The Financial toll of a disaster is a function of both the peril and the vulnerability of the exposed area; the interaction of the two dictates the degree of gross loss. This is equivalent to saying that the probability of loss due to a catastrophe is a function of the probability of a catastrophe occurring, and the conditional distribution of loss severity given an occurrence. Since risk management is concerned with minimizing losses, it follows that peril and vulnerability must be managed. In practice peril can only be managed to a limited degree: an earthquake or hurricane will occur regardless of attempts at intervention and cannot therefore be managed; an industrial accident or terrorist act can, in some instances, be minimized or delayed - though perhaps never completely eliminated - through intervention. Accordingly, the main focus turns to the management of vulnerabilities and the transfer/reduction of losses arising from the interaction of peril/vulnerability.

Speaker : Bambang Soepeno, Director of PT. Bank Rakyat Indonesia

TRACK B

[B - 1]

The Realities On Operating "Computer-Based Internal Control System" For The Reinforcement of KOGAS" Corporate Transparency

These day, KOGAS (Korea Gas Corporation) is setting up and operating the "Computer-Based Internal Control System" for the reinforcement of corporate transparency, in order to protect its valuable assets and information from the various kind of unpredictable risks and identify the realities on management and control of them. KOGAS invested tremendous funds for this system to security high reliance as a public company. This system combined the programming ability of the IT leader, Korea, and KOGAS' know-how on internal audit, so they willingly introduce it to internal auditors from all of countries. Also, KOGAS tends to introduce the peculiar internal audit activities and techniques of KOGAS, the second largest LNG importing company in the world.

Speaker : Jang Chun-Gyoo, Internal Audit Manager KOGAS, South Korea

10.30 AM - 11.00 AM : Coffee Break / Networking

11.00 AM - 12.30 PM Session 2

[A - 2]

Internal Controls and Antifraud Programs

Before fraud risks can be mitigated, the risks must be identified and properly quantified as to their likelihood and potential impact. These two factors will help determine the method of risk mitigation. There are several methods in use to conduct a risk assessment. Some methods for charting the likelihood and impact of fraud are more effective than others.

Speaker : Frank Yam, Chief Executive, Focus strategic Group inc., Hongkong

[B - 2]

Internal Audit Report: Process- Driven Reporting

Internal auditors continue to serve as third-line reporters for what is happening; they are the knowledgeable insiders who a mass and analyze financial and operational data, synthesize what they observe, and articulate their findings. And the recommendations they make serve as guideposts to keep business executives and audit committees fully informed—and out of jail. To communicate effectively, a disciplined writing process, as carefully planned as the audit process, should be followed, no matter what form audit reports take and no matter how much of the reporting is automated.

Speaker : Eric de Haas, Manager, Risk Management Services, RSM Bird Cameron, Australia

12.30 PM - 13.30 PM : Coffee Break / Networking

13.30 PM - 15.00 PM Session 3

[A - 1]

Maintaining Business Sustainability and Corporate Reputation through Corporate Social Responsibility (CSR).

Along with several governance, regulatory requirements and compliance related to preserving healthy environment, many companies had tried to the role of corporate governance in the deployment of a successful Corporate Social Responsibility (CSR) strategy. The topic of the presentation is summarized the corporation's obligation to its many stakeholders and defines some of the corporation's motivators for engaging in CSR initiatives. Some of the CSR-related challenges facing, leading organizations are identified and the summary of leading practices to consider in the deployment of a corporate-wide CSR strategy are also outlined in the presentation.

Speaker : Adam Kirkman, Director Of Protiviti, Sydney, Australia

[B - 3]

Balancing the Compliance and Audit Activities

Meeting compliance requirements as well as maintaining compliance is obviously important, but not to the neglect of internal audit's standard auditing responsibilities. Failure to address key strategic and operational risks in conjunction with compliance risk undermines the value of internal audit and exposes the company to greater operational and financial risks. Today, more than ever, a properly structured internal audit activity can be a tremendous benefit to an organization, impacting not only regulatory compliance but also operational excellence.

Speaker : Jean-Pierre Garitte, Europe, Middle East & Africa ERS IA Leader & Partner Deloitte, Belgium

15.00 PM - 15.30 PM : Coffee Break / Networking

15.30 PM - 17.00 PM Session 4

[A - 4]

Automating Your Governance, Risk, and Compliance (GRC) Programs

The deadline-driven projects that most companies initiated to address regulatory requirements and the expectations for legislation are increasingly serving as a foundation broader GRC strategies. In this session, this session presents a framework and best approaches for implementing continuous controls monitoring programs that deliver bottom-line benefits.

Speaker : Derek Titterington, Country Manager, CCH TeamMate, Japan

[B - 4]

A Top-Down Approach to Risk Management and Internal Control

The speaker will present a businesscentric and cost-effective approach to internal control and risk management using systems thinking and systems. This approach provides business benefits and enables compliance with the Sarbanes-Oxley Act of 2002, other laws and regulations.

Speaker : Bob McDonald, Director (Governance Risk) Corporate Office, Department of Main Roads, Queensland Government, Australia

Official Social Functions



Gala Dinner Sponsored By :



Monday, November 3, 2008 : 07.00 PM - 10.00PM



Enjoy an evening of exquisite Balinese traditional music, dance, and dinner at this premiere event. The evening will presents Balawan Batuan Ethnic Fusion, a band which combined the traditional Balinese gamelan music with jazz / fusion style. Batuan Ethnic Fusion will presents a culmination of ethnic and modern music which emphasises the ethnic elements. Introduce the concept of orchestra with 5 seruling bambu players.

Experience an unforgettable evening and meeting old and new friends in an island of paradise.

Buses will collect and return delegates from Aston Hotel & Convention Center.

Dress : Batik Casual (for non-Indonesian Delegates, batik will be provided by the organizer at the registration desk).

Fee for Non Conference participants : Rp. 1.000.000 / US\$ 115 ,-

Welcome Cocktail

Sunday, November 2, 2008 : 04.00 PM - 06.00 PM



Located in Agung Room at lobby level Aston Hotel & Convention Center, this welcome cocktail is inclusive for conference for fully registered delegates. Try the traditional cocktails and drinks while networking with your new colleagues.

Dress : casual

Fee for Non Conference participants : Rp. 500.000 / US\$ 50 ,-

Golf for Friendship

(Optional)

Sunday, November 2, 2008 : 07.00am - 12.00pm
Nirwana Golf & Spa Resort,
Jl. Raya Tanah Lot, Bali 82171



The lush 18-hole Nirwana Bali Golf Club, boasting a course designed by the legendary Greg Norman, has been named the "Best Course in Asia" for the fourth year in a row, and has also won honours such as "Best Course in Indonesia." Le Meridien Nirwana Golf & Spa Resort is a runner up for "Best Golf Resort in Asia" by Asian Golf Monthly magazine and winner of World Travel Awards' Asia's Leading Golf Resort' and many others.

Nirwana possesses an intricate network of lovely streams, serene ponds and rice terraces to make for a challenging round.

Fee : Rp. 2.500.000 / US\$ 250 per player

Cost includes transportation between Aston Denpasar Hotel & Convention Center to Nirwana Country and Golf Course, green fees, cart, range balls prior to tournament, logo balls, lunch, and prizes.

Bali Tours And Excursion



1. SPOUSE PROGRAMS

For spouse accompanying delegates, we have set choices of optional unique programs to fill the days at the cost range US\$ 50 – US\$ 150: Please check detail at the reception desk upon arrival.

RURAL CHARM OF BALI

With a Balinese Cooking Demonstration

Escape into the heart of the Balinese countryside – explore beautiful rice fields and enjoy the tranquility of Gulingan Village. Wandering through the terraced fields you will reach fabulous setting of tropical vegetation and ponds.

Take in the surrounding views of unspoilt Rural Bali while you relax in the traditional pavilion (exclusive to Tour East clients), if you like, try your hand at fishing in the ponds or take stroll downhill through coconut palms, coffee, vanilla and clove plantation. Return to the village to learn the art of Balinese Cooking in a

An interesting lesson in cooking delicious meals, Grind, mix and peel the abundant herbs and spices which add the unique textures and flavours to Balinese dishes. Your sumptuous lunch is ready to enjoy. Complete the day by visiting one of Bali's fascinating, traditional House Compounds. Within the surrounding walls, nestled around a courtyard, you will see several bedrooms, a temple and a ceremonial platform.

VILLAGE ACTIVITY TOUR

This is a good alternative to explore more about Bali. First we visit a village Elementary school, to see teaching and learning activities. Proceed with a visit to Bali's village family with its daily activities. A stop by at our home base for preparing self, prior to farming activities. Farming equipment such as farmer's hat, pickaxe, also mosquito repellent lotion will be provided. Farming activities in Sawah about 10 minutes walk from our home base. Guests may participate in paddy rice cultivating up to planting paddy rice. Guests are highly recommended to bring sunscreen and a pair of rubber sandals. After farming, proceed to trek Sawah to the area of tropical plantations. A climbing coconut tree attraction is shown by a local here, then young coconut is served as refreshment. By walking back to our home base for boiling cassava demonstration on traditional kitchen. At the end a traditional lunch is served. On the way back we will stop at Kamasan see the villagers making traditional music.

"RINDIK" LESSON

Rindik is a Balinese traditional music from bamboo which is put lying down orderly. Its sound comes from beating the bamboo by a small stick. The player normally sits by crossing his legs while playing Rindik. Rindik is often used by hotels welcoming the guest, restaurant or wedding ceremony. Here you will get a short lesson for 1 hour how to play Rindik include tea time and get some introduction with other traditional instruments.

HANDY CRAFT AND SHOPPING TOUR

If you like to shopping especially something unique, traditional and hand made, let's join this tour. On this half day tour you will not only buy them but you will also observe the process the things being made. We will bring you to the source where the villagers make their living from handy craft. Here we will show the workshop places of mask and "Barong", the miniature, Bamboo, as well as "Kulkul", and a lot kind handy craft from "Pandan" leaf. We will show you as well the process of making "Gamelan" or "Rindik" the traditional music instrument. At the end of the tour we will bring you to the best.

"CANANG SARI" LESSON

Religion is such an intrinsic part of daily life in Bali. Bali offering is called "Canang". Canang is made of young coconut leaves completed with flowers, fruit, traditional cake, candies to complete the offering. Non Balinese sometimes get this idea for house decorations. Here we will give you short lesson around 1 hour to prepare it include tea time.



BALINESE DANCING

In this program the participant will learn the basic movement of various Balinese dances, starting with Welcome Dance "Panyembrama". The dances from the basics of Balinese Dance in which all the Balinese must learn before learning other dances. The lesson takes around 1 hour include tea time.

HANDY CRAFT AND SHOPPING TOUR

If you like to shopping especially something unique, traditional and hand made, let's join this tour. On this half day tour you will not only buy them but you will also observe the process the things being made. We will bring you to the source where the villagers make their living from handy craft. Here we will show the workshop places of mask and "Barong", the miniature, Bamboo, as well as "Kulkul", and a lot kind handy craft from "Pandan" leaf. We will show you as well the process of making "Gamelan" or "Rindik" the traditional music instrument. At the end of the tour we will bring you to the best place of shopping in Bali. Lunch is served at local restaurant.

SHOPPING DELIGHTS

Approx 5 hours



This tour is designed for those who are interested in purchasing art and handicrafts and want to see its making processes. You will watch how Balinese artisans produce master pieces using simple tools by centuries old techniques. Features of this tour are: Hand made Batik at Tohpati (wax is used to

protect areas to be remained in its original colour), Ubud (the painter's colony with vast range of styles and qualities), Mas home of fine woodcarving using local noble wood such as: Ebony, Sandal wood, teak wood, hibiscus and satin wood), Batuan (makers of dance costumes and leather shadow puppets) and Celuk (centres of silversmiths and goldsmiths with intricate traditional patterns).

2. BALI TOUR PROGRAM

THE WONDER OF EAST BALI

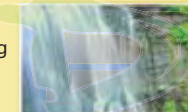
Approx. 9 hours



This trip features some of the most interesting sights, traditions, and history of Bali from pre-Hindu times to the present day. We will show you the following places: Kusamba (the traditional salt maker and fishing village, famous for its typical outriggers – jukung - with gajahmina - Elephant headed fish - form to scare away evil spirits), Goa Lawah (the famous Bat Cave; whose walls literally vibrate with thousands of bats), Tenganan (one of the most conservative Bali Aga Village, aboriginal Balinese; with centuries years old traditions well preserved to the present day), Puri Karang Asem (the former palace of the King of Karang Asem; the most powerful kingdom in Bali-Lombok during XVII - XX century), Tirtagangga (the former resting place for royal family of Karangasem with fresh pools fed by natural spring).

THE PEACEFUL COUNTRY SIDE ROUTE

Approx. 8 hours



In this tour we will take you to Gianyar and Bangli region, famous for its peaceful villages set in fascinating nature. A beautiful waterfall, terraced rice fields, traditional houses and ancient temples are features of this rewarding trip. Stops will be made at the following places: Tegenungan (waterfalls set in lush country side), Pura Kehon (the state temple of Bangli Kingdom dated from the XI century).

Bali Tours And Excursion



century, dedicated to the God of fire - Kehen = Kuren = Stove), Panglipuran (a former resting place of Balinese Kings, this peaceful village has traditional Balinese houses and temples. You can take a walk to explore this beautiful village), Pura Bukit Jati (with superb view of the surrounding villages) and Pura Gunung Lebah (situated on the confluence of two rivers, a sacred place for the Balinese, Pura Gunung Lebah was the place of meditation and spiritual retreat dated from the XI century).

BEACH CLUB CRUISE

Approx 9 hours



Full day's cruises to Lembongan Island aboard Bali Hai II and relax on the golden sand, pristine beaches of Eden with clear turquoise water and shady coconut groves. Spend the day with water sports such as: unlimited banana boat rides, snorkelling, glass bottom boat rides, as well as the use of beach club facilities including swimming pool, volleyball court and guided village tour to see the seaweed farming and the underground house. Tropical barbecue lunch is also inclusive.

FASCINATING NORTH BALI TOUR

Approx. 10 hours



We will see endless spectacular views of rice terraces as well as large plantations of coffee, cacao and cloves, while vineyards and tobaccos are planted mostly in north coast villages. Brief stops will be made at tranquil black sandy beach of north Bali before visiting the colonial capital of Bali with its baroque style temples, and its refreshing water falls. Stops will be made at: Antosari, Belimbing and Pupuan with endless picturesque view of rice terraces a long the road, Lovina (a charming black sandy beach of north Bali of volcanic origin), Singaraja (Balinese colonial capital - 1849-1955. North Bali was conquered by the Dutch 60 year prior to south Bali conquest. Since its long year contact to outside world, Singaraja has always been a leader in fashion and art), Sangsit (Beji temple, dedicated to rice Goddess, Dewi Sri, it is one of the most enchanting examples of Baroque north Bali style with every space available heavily carved), Pure Meduwe Karang

at Kubu Tambahan (another fine example of north Bali style) and Gitgit (a beautiful waterfalls set in a lush verdant valley).

ART & VOLCANO TOUR

Approx. 8 hrs



A colourful day to get you closer to different aspects of Balinese culture, such as ; traditional dances, handicraft villages, dramatic scenery of terraced rice fields, holy spring temple set in verdant valley, Balinese cuisine, and spectacular view of Mount Batur and its lake. Stops will be made at: Batubulan (to witness the performance of Barong and Kris dance, symbolizing the eternal fight of good and evil), Celuk (the village of silver and goldsmiths famous for its intricate pattern made

by old age traditional techniques), Mas (the centre of fine woodcarvings. Techniques are learned inside the family, passed from father to sons), Ubud (the colony of painters of different styles, whose themes taken from legends, mythologies and scenes of daily life), Tegalalang (the dramatic scenery of terraced rice fields), Sebatu (the holy spring temple of Gunung Kawi, set in lush verdant valley). The highlight of this tour is Kintamani, a mountain village at 1400 meters above sea level overlooking the breathtaking view of the still active Mount Batur and its lake.

VILLAGE TREKKING

This tour drives you to north Tabanan regency which is famous with its rice field and is the biggest producer of rice in Bali. Here we will have trekking explore the natural beauty of village

in Tabanan such as forest, hill, rice terrace, as well as the people. here, after 2 hours trekking, we will have taking a bath at natural hot spring water. At the end of the tour you will get pain released with Balinese massage for one hour (own expenses). Lunch at local restaurant.

SEAWALKER & MOUNT BATUR

Going offshore try an unique diving device that will allow you to walk on the bottom of the sea. Enjoy the colorful of tropical fish and coral under water for 30 minutes with no special diving skills. Be an astronaut of Sanur beach. Then we will drive you to the North to enjoy the spectacular view of Mount & Lake Batur. On the way back to hotel we will pass Mas, Celuk and Batubulan the central of Gold, Silver, and Clothes.

EXPERIENCE "KOKOKAN & ELEPHANT TOUR

If you are an animal lover and something naturalist, this is an alternative for you. We drive you to Petulu village watching the phenomenon of "Kokokan" white heron birds that use the village as their home that they can live harmoniously with the villagers. White dropping from the birds cover most building and the road. The villager considers them to be sacred that they build shrine to house the spirit of the bird and there is ritual in every six month. Then we stop at Bali Rimba Reptile that offers various reptile family in its collections. Next we will experience Elephant Park which is set in exotic tropical garden in Taro. Don't miss their action of feeding and painting. The trip continues to Ubud with traditional house and its magnificent rice terraces.

ELEPHANT RIDING AND ULUWATU NUSA DUA TOUR

You will see more of real Bali from high up on your Sumatra Elephant. Pass through the jungle, village temple, tropical plantation of Mango, jackfruit, durian, coffee, bamboo & coconut. Also witness daily life far away from the tourist area. You will enjoy a drink of fresh coconut. Lunch at the "Trunk" n "Mahout" valley view cafe. Then continue to Nusa Dua white sandy beach and the water sport activities (own expenses) then to Uluwatu Temple with its beautiful Panorama of Hindia ocean while enjoy the beautiful sunset.

3. AFTERNOON TOUR

There are also options for tour beginning on afternoon.

RAFTING, KECAK AND JIMBARAN BEACH DINNER



Ayung river is a favorite place for rafting in Bali. Enjoy the dramatic drops, spectacular waterfall and natural beauty along the river. After rafting we pass Batubulan to watch Kecak dance the famous dance in Bali which is performed by group of chanting man and taken from the epic story of Ramayana. After the performance, we drive you to Jimbaran, for dinner overlooking sparkling Jimbaran beach.

An afternoon half day trip in the beach. First you will have 2 hour trip along the Canggu, beach by horse escorted by a groom. On the way to the beach you will also be able to enjoy the nature of village, river and rice field. The horse riding will end at sunset. After horse riding we will drive you to another beach to have dinner. Enjoy the seafood dinner overlooking the sparkling Jimbaran beach.

BALINESE TEMPLES TOUR AND SUNSET DINNER CRUISE



This program tour is special to visit 3 important Balinese temples :

- Besakih, the mother temple
- Batur Temple (include Kintamani automatically)
- Goa Gajah Temple

Lunch at Rama Candidasa Hotel with Balinese menu. This tour end with Sunset Dinner Cruise. You will having dinner offshore on a floating fine dining restaurant. Enjoy the sunset on Bena Harbor.

Registration Information

REGISTRATION FEES

	MEMBERS	NON MEMBERS	IIA Chapter Group Delegates (min. of 10 delegates)
Earlybird by August 31, 2008	Rp. 4.000.000 US\$ 450	Rp. 4.250.000 US\$ 500	US\$ 400 / DELEGATES
After August 31, 2008	Rp. 4.500.000 US\$ 550	Rp. 4.750.000 US\$ 600	

REGISTRATION ENTITLEMENTS

- Attendance to all 2 days conference session
- 1 (one) ticket to the welcome Cocktail on Sunday, November 2, 2008
- 1 (one) ticket to the Gala Dinner on Monday, November 3, 2008 at Westin Resort & Spa, nusa Dua
- One conference satchel
- Lunch and refreshment daily during the conference

HOW TO REGISTER

To attend the conference, complete and return the enclosed registration form with the required payment in full. Registration confirmation will only be acknowledged once the registration fee has been received. Each delegate must complete a separate form and mail to:

IIA Indonesia

c/o Fias Enterprise

Graha Obor, 2nd Floor suite#202

Jl. Prapanca Raya no. 37, Kebayoran Baru Jakarta 12160, Indonesia

Fax: +6221 7211460

Email: fiasenterprise@yahoo.com

Once your complete form and full payment has been received ; we will send written confirmation of your place along with full event and venue details.

Registration Information

METHODS OF PAYMENT

Payment of fees must be accompanied with registration forms. Registration will not be confirmed until full payment is received. Payment can be made by following methods :

- Personal or company check made payable to : Panitia The IIA Indonesia Chapter
- Telegraphic Transfer to the account details below :
Panitia the IIA Indonesia Chapter
Bank : Bank BRI, Cinere Branch
Address : Jl. Cinere Raya, Jakarta
Account No: 0523-01-000026-30-1 (Rp); 0523-02-000001-50-1 (US\$)

Only registered delegates are entitled to attend the sessions and the social activities of the conference.

LATE REGISTRATION

After October 15, 2008 register can only be done on-site with additional charge of Rp. 250.000/US\$ 25. Registrant who have not prepaid until October 24, 2008 will be charge an additional of Rp. 500.00- / US\$ 40.

CANCELLATION OF REGISTRATION

All Cancellation and refund must be request in writing. Cancellation received on or before October 20, 2008 will receive a full refund less Rp. 250.000 / US\$ 30 administration charge. No refund will be made for cancellation after 20 October 2008 however, a substitute delegate will be accepted at no extra charge subject to membership status and advise in writing.

QUESTIONS

For further information regarding registration, please contact or email :
Phone : +6221 72786901 (Nurhayati)
Email : info@iia-indonesia.com; or fiasenterprise@yahoo.com

Conference General Information

Conference Venue

The ACIIA 2008 Conference will be held in Aston Denpasar Hotel & Convention Center. Located at the center of Denpasar, the capital city of Bali, Aston Denpasar Hotel & Convention Center is near to Bali government and business district. Wi Fi service is available throughout all the common area.

Aston Denpasar Hotel & Convention Center

Jl. Gatot Subroto IV NO 18
Denpasar - 80231, Bali - Indonesia.
www.astondenpasar.com

Conference Language

The official conference language will be in English and Indonesian. Simultaneous translation into other language would be provided for country group delegates of minimum 70 persons.

Conference Speakers

Mostly filled by world reknown speakers. The committee has a specific goal to appropriately reflect diversity in the mix of conferece speakers. Headline speakers who have committed at this early date include.

The ACIIA 2008 Bali Has gone Paperless

Bali was the host City to Conference Of Parties (COP) 13 discussed on Global Warming last December 2007, therefore IIA-Indonesia has the strong commitment to support the environment preservation by providing presentation material copied in a CD, instead of printed.

Schedule Changes

Program content speakers and information within this brochure are subject to change without notice. We endeavour to provide accurate information contained in this brochure at the time of printing. At times, it might be necessary to cancel or reschedule a conference session after receipt the confirmation letter. IIA-Indonesia will provide advance notice of any changes, and in doing will not be responsible for penalties related to the cancelling or rescheduling of airfares, lodging, etc.

CPE Credits

By attending this conference you are accredited to 16 Continuing Professional Education (CPE) hours.

Internet Center

Available for free for all delegates, located in the exhibition area.



Accommodation

Aston Denpasar Hotel & Convention Center

Jl. Gatot Subroto IV NO 18
Denpasar - 80231, Bali - Indonesia
www.astondenpasar.com



Aston Denpasar Hotel and Convention Center is a 4star-Hotel with condominium concept located in the middle of Central Business Center of Denpasar and close to the main business interest in Bali. Only 30 minutes drive to International Airport I Gusti Ngurah Rai in Kuta and close to the businesses area and civic center. The Aston Denpasar is really a city hotel with all facilities in one hotel. The Aston Denpasar is managed by Aston International, that currently manages properties all across Indonesia, ranging from 5 star luxury hotels, serviced residences, resorts, luxurious villas, executive clubs as well as budget hotels. Features a large 2000 persons ballroom, 388 impeccable decoration hotel rooms, 3 large swimming pools, a spa and four restaurants to cater the traveler' discerned palates. Offers the ease and comfort of studio, one and two bedroom apartments for the price of a hotel room.



Room Accommodation Comprised of 388 hotel rooms, decorated tastefully. All room is air-conditioned completed with Color television and movie and satellite channels, IDD phones, featured with king size or twin beds, coffee and tea making facilities, refrigerator, Internet access, private shower and hot and cold running water, mini bar, in room safe and hair dryer. The rooms are studio, one and two bedroom apartments for the price of a hotel room. The hotel is Newly established and just fully operate by August 2008.

For accomodation of ACIIA 2008 delegates, we have blocked 200 rooms available to be booked at this hotel information of other hotel nearby will be available at IIA Indonesia website : www.iaa-indonesia.com

Hotel Booking Information Reservation can be made via sending fax or email to: fiasenterprise@yahoo.com



For more information please contact:
phone : +6221 72786901
Fax : +6221 7211460
contact person: Ms. Elvi Radiba

Bali at a Glance



Known alternatively as the “**Island of the Gods**” and “**Paradise Island**”. Bali is the classic tropical island. It offers picture-postcard white-sand beaches fringed with palm trees and a lush interior of sloping rice fields. Bali truly has captured the imaginations of generations of travelers looking for the ultimate tropical escape.

Bali is one of over 17,000 islands in the Indonesian archipelago and is located just over 2 kilometres from the eastern tip of the island of Java and west of the island of Lombok. The island home of approximately 4 million people is approximately 144 kilometres from east to west and 80 kilometres north to south. Tropical Bali has a hot, wet season (November-March) and a cool, dry one (May-September). Towering volcanoes, some still active, contain large lakes which provide water for irrigating thousands rice fields.

Bali is the ultimate in indulgence and fine living. The exclusive **Nusa Dua beach resort** its home to five-star hotels and resorts. Private beaches and fantastic shopping centers boasting the latest and most exclusive brands. The always crowded **Kuta Beach** is full of life and action, as tourist enjoy the white sand and gentle break of the beach, stroll among the souvenir stalls that line the area or enjoy a drink and a meal at one of the many bars and restaurants for which Kuta is famed.



More off the beaten path in north Bali is **Lovina**, with its quiet beaches of black volcanic sand and beautiful sunsets. There are great snorkeling and diving opportunities around Lovina and you can also take a pre-dawn boat and go dolphin watching.

Ubud is the thriving center of artistic life on Bali. This quiet village of craftspeople, artists and galleries is set amid rice field that gently cling to mountainside. The **Bali Purnati Center for the Arts** is about a 15-minute drive from Ubud. The center hosts international and local artists who come to Bali to find inspiration and for a peaceful location where they can hear their muse. Wondrous and thought-provoking traditional and modern art performances are regularly held amid the beautiful surroundings of Bali Purnati.

For the more sporting visitors, Bali has numerous top-class golf courses, many with spectacular oceanviews. If you want to get even closeto the water, try one of the island's famous surfing spots. **Ulu Watu** on the Bukit Peninsula attracts surfers from around the world. Other great surf spots on the peninsula include **Padang Bai, Bingin and Balangan**.



Bali Useful Info

Bank

Banking hours are from 8.00 AM to 2.00 PM Mondays to Fridays. Banks in hotels usually stay open longer hours while Money Changers are generally open everyday until late evening. Major currencies can be exchanged in most banks, money changers and hotels. There is often a different rate for any notes smaller than US 100 and this applies to most currencies. If cashing Travelers checks you will require your passport.

Climate

The climate in this archipelago on the equator is tropical. In the lowlands, temperatures average between 21 degree Celcius and 33 degree Celcius, but in the mountains it can go as low as 5 degree Celcius. Humidity varies but is always high, between 60 % and 100 %. In general, Indonesia experiences two yearly seasons of monsoon winds: the southeast monsoon, bringing dry weather (musim panas - dry season), and the northwest monsoon, bringing rain (musim hujan- rainy season). Often the changing seasons can bring the time of high waves (musim ombak). The rainy season is normally November to April, with a peak around January/February, when it rains for several hours each day. The rain is predictable, however, and always stops for a time, when the sun may come out.

Before it rains, the air gets very sticky; afterwards it is refreshingly cool. The dry season, May to October, is a better time to come, and especially June to August. This is the time to climb mountains or visit nature reserves; when wild bulls go in search of water and sea turtles lay eggs more often.

Time Zone

Bali is on Central Indonesian Standard Time, the middle of Indonesia's three time zones, which is Greenwich mean time +8 hours. It is the same time in Bali as Singapore, Hong Kong and western Australia.

Bali Traveller Tips

Passport & Visas

A 2 (two) month tourist visa will be automatically issued for visitors from all West European countries, ASEAN countries (Singapore, Malaysia, the Philippines, Brunei and , Thailand, Canada and USA while others countries not mentioned above would have to obtain from their local Indonesian consulate or embassy. Passport must be valid for 6 (six) month upon entry into Indonesia territory and you also should have proof of onward passage. For details on obtaining other types of visas, please contact your local Indonesian consulate or embassy in your country.

Currency

The Local currency is the Rupiah as the basic unit of money. The smallest denominations in the forms of coin are Rp.25, Rp.50 (very rarely seen nowadays), Rp.100, Rp.500, and Rp.1000. And in the form of bills are Rp.100, Rp.500, Rp.1000, Rp.5000, Rp.10.000, Rp.20.000, Rp.50.000, Rp.100.000. The exchange rate againts US dollar is Rp.9000 - Rp.9.500 :1 US\$. Please be sure to check the current exchange rate before you changing money at local money changer. If you have an internet connection you may log in to [Http://www.bri.co.id](http://www.bri.co.id) for the updated exchange rate. Most major credit card and traveler's checks are accepted in almost big store and hotels in Bali. Also be cautions when paying with credit cards as most merchant will add 3% againts the total of transaction for the cards.

Health

Travellers coming from infected areas are recommended to obtain International health certificates of vaccination against smallpox, cholera, yellow fever, typhoid and paratyphoid. Good advise for visitors when they have infamous "Bali Belly" during their stay in Bali is to take Lomotil and Imodium as an first medications. It is also advisable to drink a strong, hot tea and avoid all fruits and spicy foods at the first sign of discomfort (diarrhea and cramping). It will help to lessen the cramping if you do charcoal tablets (the brand name is Norit). To stop from dehydration, Oralite (mineral replacement salts) is a good choice and is available at nearly every store or local pharmacy. In the worst cases caused by viral infection, get a doctor for an antibiotics prescription.

Dress and What to Wear

Balinese Show respect by dressing neatly and modestly. Very informal dress in certain situations can be seen as an insult to those you meet and Bali has a humid climate and it is best to bring along all-cotton sundresses, shortsleeve shirts. Bali has become a center of garment manufacture so you may find a casual fashion at a cheaper prices. Local traditions in Bali encourages visitors to take off the shoes before going into a house. For formal occasions, men usually wear batik or ikat shirts and dark trousers while for women usually opt for modest dresses. Pay attention when entering a temple in Bali. It is suggested that guestwear pakaian adat- the full native dress of a kain, kebaya and sash for the women and a kain, saput (overskirt), niche shirt and sash for the men.

What to bring

Do not carry too much luggage as you will be surprised to see if you soon become out of space of your luggage when you travel to Bali as so many beautiful, inexpensive things to buy. Sunscreen, a supply of prescription medicines and an extra set of prescription glasses.

Culture and local customs

Indonesian laws forbids visitors from bringing weapons, narcotics and pornography material into the country. Fresh fruits, plants, animals and exposed films and video might be checked. You may carry a maximum of two liters of alcohol, 200 cigarettes, 50 cigars or 100 grams of tobacco, and a reasonable amount of perfume. Photographic equipment, typewriters and radios are granted admittance provided these will be taken out on departure. Visitors are encouraged to declare all the equipment and the amount of foreign currencies they carry by completing a declaration form upon arrival. This is usually handed over at the immigration counter. Export of national treasures is prohibited as well as tortoise shell, crocodile skin, and ivory products. To the Balinese, the world is their living room and its foreign visitors their guests. Decades of tourism have somewhat diminished this positive attitude, however people in Bali remain notably friendly and courteous. Balinese people also remain substantially conservative, for tradition is the backbone of their highly civilized culture thereby please do your best to respect their traditions and attitudes. The Balinese are a very polite people and smiles are an island-wide characteristic.

Shaking hands on introduction is common for both men and women. It is consider bad or taboo if you use the left hand to give or to receive something- as the left hand is used for hygienic purposes. Also pointing with your left hand is consider rude and the same case for crooking a finger when calling someone. A good principal when shopping is never to ask for the price if you do not intended to buy, and always bargain before payment.

Electricity

In most places, it is 220 volts, 50 cycles, but check first as 110 volts is still used in some areas. The plug is two pronged round. In most good hotels, a voltage converter usually available on request.

Business Hours and Holidays

The government office hours usually starts at 08.00 am and finish at 05.00 pm except for Saturdays when office hours usually shorter but some government office closed. This is also applied for banks and private office

The labor working rules suggest 8 working hours a day plus 1 hour for meal time and 40 hours working days in a week. Religion is way of life for Indonesia and especially Bali where there are no days without ceremony and offerings. There are only five major religion in Indonesia: Muslims (90% of total population), Chatolicism, Protestantism, Hinduism, and Buddhism and each of these has their own official holidays in a year.

Airport & Flight

Airport Tax

International : Rupiah 100,000 per person

Domestic : Rupiah 30,000 per person

Please make sure that you reconfirm your flight at least 3 days prior to departure. Show your guide your ticket the day after your arrival in Bali and he will reconfirm for you.

Departure Information

If your departure transfer from your hotel to Ngurah Rai airport, Denpasar, has been booked with agent, confirmation of the pick-up time from your hotel will be placed in your hotel key box or with the reception one day prior to your departure. Pick-up time is approximately 2 to 3 hours prior to your flight departure time.

Driving Information

Getting Around

Although the island is only 140 kilometers (84 miles) long by 80 kilometers (48 miles) wide, a week would not be enough to appreciate all of Bali's beaches, temples, volcanoes, and towns. Bali has several beach areas on the southern coast, where 90% of its visitors stay. Each has its distinctive appeal, and they are within easy reach of one another.

Travelling by hire car, stopping when you want to explore the villages, mountains and beaches, is a great way to discover the beauty of Bali. About two hours drive North-east of the Denpasar Airport and Kuta, you'll arrive at Candi Dasa. From here you can explore the coast further north, or return to drive inland into the hills. The central inland village of Ubud, is about one hour from the airport and Kuta. Along the way you'll pass many villages and find that most of them specialise in handcrafts of a particular type such as exquisite wood-carvings and unique jewellery.

Car Hire

Car hire is easy on Bali. Large international rental companies offer good deals, but local companies are very competitive. The most popular rental vehicle is the Jimny - a small, Suzuki Katana jeep with ample ground clearance. The Jimny has a tiny 800 cc engine, two seats in the front, and two to four bench seats in the back. The larger Toyota Kijang seats six and is very economical and lightweight. The majority of hire-cars have manual 'stick-shift' gears as opposed to automatic transmission.

Emergency Numbers

The emergency telephone numbers are as follows:

Ambulance 118

Fire 113

Police 110



Registration Form



Last Name : _____ First Name : _____ Mr Ms

Nickname for badge : _____

Organization : _____ Position : _____

Address for correspondence : _____

City / state : _____ Post Code : _____ Country : _____

Phone number (with country and city code) : () _____

Fax : () _____

Email : _____

Please indicate with a tick your membership affiliation.

IIA member Name of IIA affiliate: _____
 (IIA member No.: _____)

Non-IIA member

CONFERENCE REGISTRATION FEES

	Member	Non-Member	IIA Group Delegates	Golf Friendship
Earlybird August 31, 2008	<input type="checkbox"/> Rp. 4.000.000 <input type="checkbox"/> US\$ 450	<input type="checkbox"/> Rp. 4.250.000 <input type="checkbox"/> US\$ 500	<input type="checkbox"/> US\$ 400 / DELEGATES	<input type="checkbox"/> Rp. 2.500.000 <input type="checkbox"/> US\$ 250
After August 31, 2008	<input type="checkbox"/> Rp. 4.500.000 <input type="checkbox"/> US\$ 550	<input type="checkbox"/> Rp. 4.750.000 <input type="checkbox"/> US\$ 600		

OPTIONAL FOR NON CONFERENCE

<input type="checkbox"/> Gala Dinner	Rp.1.000.000	US\$ 115
<input type="checkbox"/> Welcome Cocktail	Rp. 500.000	US\$ 50
TOTAL		

SOCIAL FUNCTIONS

Please tick the box of any inclusive functions you wish to attend:

Welcome Cocktail

• Sunday, November 2, 2008

- Yes, I will attend
 No, I will not attend

Gala night

• Monday, November 3, 2008

- Yes, I will attend
 No, I will not attend

TRACK SESSIONS

(Please indicate with a tick concurrent sessions you plan to attend)

Tuesday, November 4, 2008

- 09.00am - 10.30am A1 B1
 11.00am - 12.30pm A2 B2
 13.30pm - 15.00pm A3 B3
 15.30pm - 17.00pm A4 B4

REGISTRATION CANCELLATION POLICY

All Cancellation and refund must be request in writing. Cancellation received on or before October 20, 2008 will receive a full refund less Rp. 250.000 / US\$ 30 administration charge. No refund will be made for cancellation after 20 October 2008 however, a substitute delegate will be accepted at no extra charge subject to membership status and advise in writing.

PAYMENT DETAILS

Method of payment (tick appropriate box)

1. Cash
 2. I have enclosed a cheque
 (cheques should be made payable to THE PANITIA IIA INDONESIA CHAPTER)
 3. I have transferred the above sum (in full amount) to

THE PANITIA IIA INDONESIA CHAPTER

BANK BRI cabang Cinere

a/c no. 0523.01.000026.30.1 (Rp); 0523-02-000001-50-1 (US\$)

Please note that fees incurred by your bank for processing this transaction are not included. To enable us to identify your payment, please ensure that your name and IIA National Conference appear on the transfer. Please fax a copy of the transfer slip to (021) 7211460

Jakarta,2008

Participant's name & signature

Note : Returning the complete registration form is considered to be your participation confirmation.

Please return this form attached with copy of your payment slip to:
 FIAS Enterprise • Graha Obor suite # 202, Jl. Prapanca Raya no. 37, Kebayoran Baru, Jakarta 12160
 • Phone : 021-70758990; 72786901 • Fax : 021- 7211460 • Email : fiasenterprise@yahoo.com

Hotel Registration Form



Delegate's (Mr/Mrs/Ms) First Name : _____ Surname: _____

Organization : _____

Position : _____

Address for correspondence : _____

City / state : _____ Post Code : _____

Country : _____ Passport no. : _____

Telephone : () _____ Fax : () _____

Mobile phone : _____ Email : _____

Check-in Date. : _____ Check- out Date : _____

Room Type and rate :

(please tick choices of room)

Studio Room : Rp. 600.000,- (US\$ 70) /room/night

1 (one) bed room separated with living room : Rp. 700.000,- (US\$ 80) /room/night

2 (two) bed rooms separated with living room : Rp. 1.200.000,- (US\$ 150) /room/night

Bedroom Type :

(please tick choices of room)

DOUBLE TWIN

The above room rate include tax, service charge and breakfast.

The rate exclude your personal expenses (laundry, phone calls, mini bar, etc)

Terms and Conditions :

- In the event of non-arrival on the scheduled day, the hotel reserves the right to charge a night's stay.
- Non-guaranteed reservations will be released after 18:00 on the day of arrival.
- In case of early checkout before the actual checkout date, the hotel reserves the right to charge the full amount to your credit card.

Reservation can be made via returning email to fiasenterprise@yahoo.com or fax to (021) 7211460

Contact person : Ms. Fara Tel. (021) 72786901 or +62 81905191720

We strongly recommend you to forward your reservation form before October 20, 2008.

Reservation received after October 20, will be confirmed according to the hotel room availability.

PAYMENT DETAILS

Method of payment (tick appropriate box)

- 1. Cash
- 2. I have enclosed a cheque (cheques should be made payable to THE PANITIA IIA INDONESIA)
- 3. I have transferred the above sum (in full amount) to

THE PANITIA IIA INDONESIA CHAPTER

BANK BRI cabang Cinere

a/c no. 0523.01.000026.30.1 (Rp) 0523-02-000001-50-1 (US\$)

Please note that fees incurred by your bank for processing this transaction are not included. To enable us to identify your payment, please ensure that your name and IIA National Conference appear on the transfer. Please fax a copy of the transfer slip to (021) 7211460

FOR HOTEL USE ONLY

Reservation status confirmed Yes / No Confirmation number _____

Handled by _____

Date _____