G20
INDONESIA
2022

∗∗
RECOVER TOGETHER
RECOVER STRONGER

ADMINISTRATIVE CIRCULAR

1st ENVIRONMENT DEPUTIES MEETING
AND CLIMATE SUSTAINABILITY
WORKING GROUP (EDM-CSWG)

YOGYAKARTA, INDONESIA
21st – 24th
MARCH 2022
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1. Introduction

The Ministry of Environment and Forestry is honored to welcome you to the 1st Environment Deputies Meeting–Climate Sustainability Working Group (EDM-CSWG) Meeting, Workshops, and Excursion to be held on **21st - 24th March 2022** in the City of Yogyakarta, Indonesia. This Administrative Circular is intended to provide delegates and participants information on the logistical arrangements and other general information. Delegates and participants may contact the following email address for further questions regarding this meeting:

1. secretariat-edmcswg@g20-indonesia.id (EDM-CSWG Secretariat - Technical and Logistical Queries)
2. edm.moef@g20-indonesia.id (EDM - Substantive Queries)
3. moef.climatechange@g20-indonesia.id (CSWG - Substantive Queries)

Information in this Administrative Circular is current as of **7th February 2022**; however, this is subject to change. Any changes to the program will be communicated promptly.

2. General Information

<table>
<thead>
<tr>
<th>Meeting Name</th>
<th>1st Environment Deputies Meeting–Climate Sustainability Working Group (EDM-CSWG) Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date</td>
<td><strong>21st – 24th March 2022</strong></td>
</tr>
<tr>
<td>Meeting Venue</td>
<td>Tentrem Hotel Yogyakarta</td>
</tr>
<tr>
<td></td>
<td><a href="https://yogyakarta.hoteltentrem.com">https://yogyakarta.hoteltentrem.com</a></td>
</tr>
</tbody>
</table>

3. Workshop

Preceding the EDM-CSWG Meeting, the Ministry of Environment and Forestry is organizing a series of side events, including the G20 Water Dialogue and CSWG Workshops. For further details, please refer to the following agenda as indicated in **UTC+7 (Western Indonesian Time):**
<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>08:30 – 09:15</td>
<td>Registration and SWAB Antigen Test at Meeting Venue</td>
</tr>
<tr>
<td></td>
<td>EDM Event: G20 Water Dialogue</td>
</tr>
<tr>
<td></td>
<td>CSWG Workshop</td>
</tr>
<tr>
<td>09:30 – 09:45</td>
<td>Introduction</td>
</tr>
<tr>
<td></td>
<td>Opening Remarks: EDM Chair (Indonesia)</td>
</tr>
<tr>
<td></td>
<td>Opening Remarks by the Troika (Italy and India)</td>
</tr>
<tr>
<td>09:45 – 11:15</td>
<td>SESSION I – “Setting the Scene: Global Overview”</td>
</tr>
<tr>
<td></td>
<td><strong>Moderator:</strong> MoP – NPA</td>
</tr>
<tr>
<td></td>
<td><strong>Tentative speakers:</strong></td>
</tr>
<tr>
<td></td>
<td>- Dr. rer. nat. Heru Hendrayana, IPU</td>
</tr>
<tr>
<td></td>
<td>- UN-Water</td>
</tr>
<tr>
<td></td>
<td>- World Bank</td>
</tr>
<tr>
<td></td>
<td>- UNCCD</td>
</tr>
<tr>
<td></td>
<td>SESSION I – Presentation on Studies</td>
</tr>
<tr>
<td></td>
<td><strong>Speakers:</strong> GGGI, UNICEF</td>
</tr>
<tr>
<td></td>
<td>1. Stocktaking Economic, Social and Environmental Impacts of Sustainable Recovery, and Its Impacts on NDC Implementation</td>
</tr>
<tr>
<td></td>
<td>2. Promoting the role of mitigation-adaptation co-benefit for creating a more resilient future</td>
</tr>
<tr>
<td></td>
<td>Response by participants, started by the Troika</td>
</tr>
<tr>
<td></td>
<td>SESSION II – Presentation on Studies</td>
</tr>
<tr>
<td></td>
<td><strong>Speakers:</strong> UNDP, UNESCAP</td>
</tr>
<tr>
<td></td>
<td>1. Strengthening Action and Partnership for Sustainable Ocean Initiatives</td>
</tr>
<tr>
<td>Time</td>
<td>Session Details</td>
</tr>
<tr>
<td>--------------</td>
<td>---------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>12:45 – 14:00</td>
<td>Lunch break</td>
</tr>
</tbody>
</table>
| 14:00 – 15:30| **SESSION III – Discussion and Problem Solving**  
- **Moderator:** MoEF  
- **Speakers:**  
  - G20 Members  
  1. Recommendation of Innovative Finance Frameworks Towards Low GHG Emission and Climate Resilience Future  
  2. Accelerating NDC implementation and sustainability transition towards low GHG emission and climate resilience future through carbon economical value  
  Response by participants, started by the Troika |
| 15:30 – 16:00| **Conclusions**  
Closing Remarks and Next Steps  
Conclusions  
Closing Remarks and Next Steps |
## 4. Meeting Schedule

UTC+7 (Western Indonesian Time)

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>08:30 – 09:15</td>
<td>Registration and SWAB Antigen Test at Meeting Venue</td>
</tr>
<tr>
<td>09:30 – 09:45</td>
<td>Joint Session EDM-CSWG Opening Plenary</td>
</tr>
<tr>
<td></td>
<td>Introduction by Chair + Co-Chair</td>
</tr>
<tr>
<td></td>
<td>Opening remarks by Chair (DG of Climate Change)</td>
</tr>
<tr>
<td>09:45 – 10:00</td>
<td>Remarks by the Troika members: Italy and India</td>
</tr>
<tr>
<td>10:00 – 10:15</td>
<td>Introduction to the EDM-CSWG processes</td>
</tr>
<tr>
<td>10:15 – 10:45</td>
<td>HoD Family photo + Break</td>
</tr>
<tr>
<td>10:45 – 12:15</td>
<td>Parallel Session – EDM</td>
</tr>
<tr>
<td></td>
<td>Presentation on Topic 1: Land Degradation and Biodiversity (Mangrove &amp; Tropical Peatland)</td>
</tr>
<tr>
<td></td>
<td>G20 Members and invitees’ discussion on the guiding topic based on the Concept Note (2’ each – one intervention per delegation).</td>
</tr>
<tr>
<td></td>
<td>Parallel Session – CSWG</td>
</tr>
<tr>
<td></td>
<td>Presentation on Topic 1: Supporting more sustainable recovery</td>
</tr>
<tr>
<td></td>
<td>G20 Members and invitees’ discussion based on the guiding questions on the Concept Note (3’each – one intervention per delegation)</td>
</tr>
<tr>
<td>12:15 – 13:30</td>
<td>Lunch Break</td>
</tr>
<tr>
<td>13:30 – 15:00</td>
<td>Parallel Session – EDM</td>
</tr>
<tr>
<td></td>
<td>Presentation on Topic 2: Marine Litter</td>
</tr>
<tr>
<td></td>
<td>G20 Members and invitees’ discussion on the guiding topic based on the Concept Note (2’ each – one intervention per delegation).</td>
</tr>
<tr>
<td></td>
<td>Parallel Session – CSWG</td>
</tr>
<tr>
<td></td>
<td>Presentation on Topic 2: Enhancing land- and sea-based actions to support climate objectives</td>
</tr>
<tr>
<td></td>
<td>G20 Members and invitees’ discussion based on the guiding questions on the</td>
</tr>
<tr>
<td>Time</td>
<td>Activity</td>
</tr>
<tr>
<td>--------------</td>
<td>--------------------------------------------------------------------------</td>
</tr>
<tr>
<td>15:00 – 15:15</td>
<td>Break</td>
</tr>
<tr>
<td>15:15 – 16:45</td>
<td>Presentation on Topic 3: Integrated and Sustainable Water Management</td>
</tr>
<tr>
<td></td>
<td>G20 Members and invitees’ discussion on the guiding topic based on the Concept Note (2’ each – one intervention per delegation).</td>
</tr>
<tr>
<td>16:45 – 17:15</td>
<td>Wrap up 1st Day</td>
</tr>
<tr>
<td>18:00 – 19:30</td>
<td>Welcoming Dinner at Tentrem Hotel for HoD+1</td>
</tr>
<tr>
<td>17:30 – 20:00</td>
<td>Welcome Dinner at Tentrem Hotel for HoD+1</td>
</tr>
</tbody>
</table>

**Wednesday, 23rd March 2022**

**Joint Session EDM-CSWG**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>09:30 – 11:00</td>
<td>Presentation by Chairs on inter-linkage of environment and climate issues:</td>
</tr>
<tr>
<td></td>
<td>- More sustainable recovery: Recommendations to the G20 countries to promote more sustainable recovery</td>
</tr>
<tr>
<td></td>
<td>- Ocean: G20 action plans on enhancing cooperation on ecosystem-based actions (coastal, etc.) and ocean-based climate actions.</td>
</tr>
<tr>
<td></td>
<td>- Resource mobilization and environment-climate finance: G20 plans on enhancing cooperation on resource mobilization</td>
</tr>
<tr>
<td>Time</td>
<td>Event Description</td>
</tr>
<tr>
<td>------------</td>
<td>-----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>11:00 – 11:15</td>
<td>Break</td>
</tr>
<tr>
<td>11:15 – 12:00</td>
<td>Joint Session EDM-CSWG Concluding Plenary</td>
</tr>
<tr>
<td>11:15 – 12:00</td>
<td>Feedback from Parallel Sessions by the Co-Chairs</td>
</tr>
<tr>
<td>12:00 – 12:45</td>
<td>Developing potential building blocks for communique</td>
</tr>
<tr>
<td>12:00 – 12:45</td>
<td>Intervention by G20 Members and invited countries (2' each - one intervention per delegation)</td>
</tr>
<tr>
<td>12:45 – 13:15</td>
<td>Concluding remarks by the Troika members: Italy and India</td>
</tr>
<tr>
<td>13:15 – 14:00</td>
<td>Concluding remarks by the Co-Chairs</td>
</tr>
</tbody>
</table>

**5. Excursion / Site Visit (Optional)**

On **24th March 2022**, The Ministry of Environment and Forestry will organize an excursion/site visit to immerse delegates participating with Javanese culture, traditional cuisine, natural attractions, and unforgettable tourism experience. The excursion will take approximately 13 hours, starts at **06.30 to 19.30 (UTC+7)**, with the following highlighted places:

- **Borobudur Temple,**

  Borobudur Temple is a Buddhist Temple which was built during the Sailendra Dynasty around 780-840 AD. The Sailendra Dynasty was the ruling dynasty at that time. This temple was built as a place of Buddhist worship and a place of pilgrimage that contains instructions for humans to abstain from worldly desires and towards enlightenment and wisdom according to the Buddha. Borobudur is the largest Buddhist temple or temple in the world, as well as one of the largest Buddhist monuments in the world.

● **Keraton Jogja**

Keraton Yogyakarta is the palace of the Ngayogyakarta Hadiningrat Sultanate which is located in the Kraton District, Yogyakarta City. This palace was founded by Sri Sultan Hamengkubuwono I in 1755, after the Islamic Mataram Kingdom was split into two. The function of the Yogyakarta Palace is more or less the same as the Surakarta Palace, it is used as the residence of its kings who are still carrying out the sultanate tradition. In addition, the building complex is also used as a historical tourist attraction in the city of Yogyakarta.

Further information about this place: [https://www.kratonjogja.id/](https://www.kratonjogja.id/)

● **Giriloyo Batik Village**

A village that produces the largest hand-written batik in the Special Region of Yogyakarta. Giriloyo Batik offers batik tourism that not only shows the beauty and uniqueness of batik as a cultural product that is very philosophical. This tour also allows its visitors to participate in the batik-making process. The emergence of this concept was driven by the confirmation from UNESCO that Indonesian batik is an Intangible Cultural Heritage of Humanity.

Further information about this place: [https://batikgiriloyo.com/](https://batikgiriloyo.com/)

● **Prambanan Temple**

Prambanan Temple is the largest Hindu temple in Indonesia. Prambanan Temple is estimated to have been built around the middle of the 9th century by the king of the Sanjaya dynasty, namely King Balitung Maha Sambu. This temple is dedicated to Trimurti, the three main Hindu Gods, namely Brahma as the creator god, Vishnu as the guardian god, and Shiva as the destroyer god. This temple is included in the UNESCO World Heritage Site, the largest Hindu temple in Indonesia, as well as one of the most beautiful temples in Southeast Asia.
Further information about this place:

- **Reception Dinner and Ramayana Ballet**

The Prambanan Ramayana Ballet is a performance that combines dance and drama without dialogue. The ballet is based on the Ramayana story which tells Rama’s journey in rescuing his wife Sita (in Java commonly called Sinta) who was kidnapped by the king of the Alengka, Ravana. The Ramayana Ballet has been regularly staged since 1961.

Further information about this place:

To join this excursion/site visit, delegates are requested to take a PCR test on 23rd March 2022 at Tentrem Hotel. Transportation to the site will be provided and arranged by the committee. To ensure an optimal level of services and health protocols, all delegations participating are requested to register the number of people by filling out the form as instructed in 6. Delegation Registration and Composition.

**6. Delegation Registration and Composition**

All delegates attending the 1st EDM-CSWG Meeting must be accredited by the G20 Presidency. All delegations are required to register for the meeting in advance by a Delegation Accreditation Officer (DAO). The DAO shall be nominated by filling out the DAO Registration Form before 15th February 2022 via email to secretariat-edmcswg@g20-indonesia.id.

An Access Key will be sent to the nominated DAO to register all members of the delegation at www.g20.org before 17th February 2022. DAO is also requested to upload delegations’ full itinerary, hotel booking confirmation, dietary requirements, and indicate their participation in the excursion/site visit. DAO could also register by filling out a Delegation Registration Form (22. Form Templates) and send it via email to secretariat-edmcswg@g20-indonesia.id.
Please note that each delegation shall not consist of more than five persons including the Head of Delegations (HoD) and two other delegates for G20 Countries. For invitees and international organizations, delegations shall not consist of more than two persons, which are the HoD and one other delegate. Access to the venue and conference room will be limited to only the persons indicated in the table below.

<table>
<thead>
<tr>
<th>Number of delegates to be registered</th>
<th>HoD (1) + 4 additional members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of delegates to enter the main room</td>
<td>HoD (1) + 2 delegates</td>
</tr>
<tr>
<td><strong>Total members for G20 countries</strong></td>
<td><strong>5 persons</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Number of invitees to be registered</th>
<th>HoD (1) + 1 delegate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of the representatives of international organization</td>
<td>2 persons</td>
</tr>
<tr>
<td><strong>Total members for invitees and international organization</strong></td>
<td><strong>2 persons</strong></td>
</tr>
</tbody>
</table>

For members who cannot enter the main conference room, a separate viewing room will be available for delegates to observe the meeting.

### 7. Accommodation

The Ministry of Environment and Forestry has collaborated with Tentrem Hotel Yogyakarta and the Alana Yogyakarta Hotel as the designated hotel and offers special rates for the delegates and participants of the 1st EDM-CSWG Meeting. All designated hotels have met the logistic, health, and security requirements of the G20 Presidency.
**Hotel Name**: Tentrem Hotel Yogyakarta

**Website**: [https://yogyakarta.hoteltentrem.com](https://yogyakarta.hoteltentrem.com)

**G20 Special Link**: [https://ppkl.link/Reservation-Tentrem](https://ppkl.link/Reservation-Tentrem)

**Address**: Jl. P. Mangkubumi 72A, Cokrodiningratan, Kec. Jetis, Kota Yogyakarta, Daerah Istimewa Yogyakarta 55233

**Special Rate**: Rp1,850,000 net/pax

(Approximately USD 129)

(Breakfast and dinner included)

**Access to the Hotel**: Yogyakarta International Airport (YIA) to Tentrem Hotel

**Total distance**: 45 Km / 27.9 Miles

**Estimated time**: 44 Minutes

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**Hotel Name**: The Alana Yogyakarta Hotel & Convention Center

**Website**: [alanahotels.com](http://alanahotels.com)
G20 Special Code : **EDMCSWG-Yogya**

**Address** : Jl. Palagan Tentara Pelajar No.7, Mudal, Sariharjo, Kec. Ngaglik, Kabupaten Sleman, Daerah Istimewa Yogyakarta 55581

**Special Rate** : Rp900,000 - Rp3,954,000 net/pax

(Approximately USD 63 - 275)

(Breakfast and dinner included)

**Access to Venue** : Yogyakarta International Airport (YIA) to The Alana Yogyakarta Hotel & Convention Center

Total distance : 49 Km / 30.4 Miles

Estimated time : 1 hour 18 minutes

The Alana Yogyakarta Hotel to Tentrem Hotel

Total distance : 4.0 Km / 2.4 Miles

Estimated time : 12 minutes

Delegates who are arriving in Jakarta with connecting flights to Yogyakarta scheduled on the next day will be requested to stay at the following dedicated airport transit hotel.

**Hotel Name** : Anara Airport Hotel

**Website** : [https://www.anara.id/](https://www.anara.id/)
Address: Terminal 3 International Soekarno Hatta Airport, Tangerang, Indonesia 15125

Access to the Hotel: Terminal 3 International Soekarno Hatta Airport to Anara Airport Hotel
Total distance: 4.0 Km / 2.48 Miles
Estimated time: 7 minutes

8. Health Protocol and Travel Preparations

8.1 Entering Indonesia

To ensure an optimal level of services and health protocols, delegates are strongly advised to enter Indonesia via Jakarta on 19th – 20th March 2022.

All individuals entering Indonesia from abroad are required to obtain a visa to enter Indonesia. The following information is required to apply:

1) Identification with nationality information (e.g., copy of passport);
2) Reason for the stay in Indonesia, length of stay, and accommodation details;
3) Proof of arrival in Indonesia (e.g., ticket or accommodation booking).

The necessary documents must be submitted in English. As collective safety is our priority, it is mandatory that all meeting participants have their vaccine certificate verified at http://vaksinln dto.kemkes.go.id/ or to present it on arrival.

8.2 Health Measure Preparation Prior to Departure

To ensure utmost health journey, the following are health measures to prepare prior to departure:

1) Verify a valid COVID-19 vaccine certificate.

Participants must verify their vaccine certificate at http://vaksinln dto.kemkes.go.id/ prior to departure to Indonesia. Information of vaccination (e.g., vaccination certificate with details of the holder, administered vaccines, the institution that performed the vaccination, date of last vaccination, number of doses received, existing
certificate if applicable) will be required. It is highly recommended that this procedure is attempted 15 days prior to departure.

In addition to this process, participants will also need to submit a valid negative COVID-19 PCR test result taken 72 hours prior to the departure to Indonesia.

2) Install PeduliLindungi tracing application and register in electronic Health Alert Card (eHAC).

Upon verifying the vaccine certificate, information regarding vaccination history and COVID status will be available at PeduliLindungi account.

3) Secure insurance covering stay in Indonesia.

In the case of a positive testing result and other health unfortunate circumstances, participants’ insurance should be covering health care costs spent in Indonesia.

8.3 G20 Fast Track Facilities

Indonesian G20 Presidency provides accelerated health protocol services and immigration checks and customs to all delegations, including a dedicated hospitality lounge and lane facilities at Soekarno Hatta Airport in Jakarta, as well as Yogyakarta International Airport in Yogyakarta to welcome and assist your delegation during arrival.

Please follow the G20 signage provided at the arrival terminal. The arrival support team will monitor delegations’ arrival through your flight schedules, kindly email your itinerary to secretariat-edmcswg@g20-indonesia.id or to your designated Liaison Officer no later than 5 days prior to arrival.

Assistance and acceleration of customs procedures are also provided for delegates who apply for the Import of Goods for International Agencies, Temporary Imports, and Goods for Passengers and Crew of Transportation Means.

8.4 On-arrival COVID-19 Testing

Following badge pick-up, all participants must take an on-arrival PCR test to activate their badge. Testing will be conveniently available at the Airport. Saliva-based tests will be conducted rapidly and efficiently and the result will be sent online.
The test and its results are automatically connected to the PeduliLindungi App and do not require any further follow-up from participants or their staff. Participants will also receive a test result certificate directly from the test lab.

8.5 Entering the Working Group

To receive a badge to access the meeting, all participants must have their PeduliLindungi App ready and scan the QR code made available at the venues. There will be no requirement to show any paper documents regarding a test result or vaccine certificate as the PeduliLindungi App will have this information verified.

8.6 During the Working Group

The G20 delegation will be released from quarantine as recommended by the government, but must adhere to the "bubble" mechanism, which stipulates that delegates may only conduct business at designated venues, official hotels, or other locations determined by the committee.

During the week of the Working Group, Swab Antigen tests are available for free at the hotel. Results are normally processed within 10 minutes.

The test and its results are automatically connected to PeduliLindungi App and do not require any further follow-up from participants or their staff. Participants will also receive a test result certificate directly from the test lab by email upon request.

8.7 Leaving Indonesia

It is the current practice applied by many countries that prior to leaving Indonesia, travelers are required to take a 72-hour test ahead of traveling, therefore we would suggest the delegates to schedule their departure from Indonesia between 24th – 26th March 2022.

8.8 Pre-departure Testing Availability

Participants may take a PCR test made available at the hotel and use the results of their 72-hour test ahead of travel in case required for their travel outside of Indonesia.
9. Transportation

The Ministry of Environment and Forestry will provide airport transfer services for all delegates attending the meeting at Yogyakarta International Airport, Yogyakarta (YIA). Pick-up services will be provided and should be arranged through the designated Liaison Officer. Delegates should provide information on their flight schedule by emailing it to secretariat-edmcswg@g20-indonesia.id no later than 5 days prior to arrival to ensure an optimal level of services/support.

We strongly advised delegates to only transit in Jakarta and then directly depart to Yogyakarta. Please also note that delegates must transit approximately for 5 hours after arriving at Jakarta to obtain PCR Covid-19 test results that will be taken after your arrival.

For delegates’ information regarding flights Jakarta - Yogyakarta and Yogyakarta - Jakarta, hereby we attach links to access the schedule: https://bit.ly/34Mt49r.

10. Meals

During the 1st EDM-CSWG meeting, meals as well as coffee breaks will be offered as indicated in the agenda. Should you have any specific dietary requirements, please notify the Secretariat via the registration form.

11. Conference Cost

The Ministry of Environment and Forestry will cover the cost of:
- Meeting venue during the meeting; and
- Meals as indicated in the agenda

All other expenses, including accommodation, must be covered by the respective delegation.

12. Working Language

The language of the conference will be English. Any form of media with another language must be provided with an English subtitle.

13. Liaison Officer

Liaisons will be arranged and accompany your delegation during the 1st EDM-CSWG Meeting. Your liaison officer will welcome and assist your delegation during the arrival at Yogyakarta International Airport (YIA) as well as during the course of
the meeting. Details of the liaison officer for each delegation will be provided in due course.

14. Bilateral Meetings

Rooms for bilateral meetings will be available from 21st - 23rd March 2022 during the 1st EDM-CSWG meeting. Meeting rooms will be provided upon request and assigned on a first-come first-served basis. Meeting is allocated in one-hour time slots, with a maximum reservation of two consecutive time slots. Requests can be made by filling out the Bilateral Meeting Booking Form ([22. Form Templates]) prior to the 1st EDM-CSWG and submitting it to the Secretariat prior arrival through secretariat-edmcswg@g20-indonesia.id. For requests made during the day of the 1st EDM-CSWG meeting, please contact your Liaison Officer.

15. Photocopy and Printing Facilities

Photocopying and printing facilities will be available at the meeting venue.

16. Prayer Room

A prayer room will be available at the venue for delegate use during the 1st EDM-CSWG Meeting. Further information and directions to the room will be available at the information desk.

17. Photography and Videography

Delegates may be filmed or photographed by the Indonesian G20 Presidency Secretariat’s official host broadcasters or photographers. In addition, photos and a short video compilation of the 1st EDM-CSWG Meeting may be available on the G20 Indonesia Official Website following the conclusion of the meeting. Pictures may be further distributed through G20 official social media.

18. Important Dates and Process

<table>
<thead>
<tr>
<th>DAO registration</th>
<th>15th February 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participant Registration Submission</td>
<td>17th February 2022</td>
</tr>
<tr>
<td>Hotel Reservation Dates</td>
<td>17th February 2022</td>
</tr>
<tr>
<td>PCR test</td>
<td>72 hours prior to the departure</td>
</tr>
<tr>
<td>Visa application process</td>
<td>5 business days</td>
</tr>
</tbody>
</table>
Vaccination certificate verification process | 3 business days
---|---
1st EDM-CSWG meeting | 21st - 24th March 2022

19. Health Services

A health clinic providing free first aid and basic medical services will be available at the meeting venue. Delegates will also be provided with transfer services from the meeting venue to the nearest hospital for emergency cases during meeting hours. The fees incurred by treatment at designated hospitals or any other hospitals as well as any subsequent treatment will be the responsibility of each delegate themselves. It is highly recommended that each delegate has adequate medical insurance that will be covered internationally. The designated hospitals are as follows:

**Dr. Sardjito General Hospital**

Address: Jl. Kesehatan No.1, Senolowo, Sinduadi, Kec. Mlati, Kabupaten Sleman, Daerah Istimewa Yogyakarta 55284

Emergency Call: (0274) 583613

Contact Center: 1500 705

Fax: (0274) 565639

E-mail: humas@sardjitohospital.co.id

Estimated time: 8 minutes

20. Useful Information

**Climate**

- The climate in Indonesia is mostly tropical throughout the year, with temperatures ranging from **25° – 32° Celsius** or **77° - 89.6° Fahrenheit**.

- During October to April, Yogyakarta is generally forecasted in a rainy season.
Time Zone

- Local time in Yogyakarta is UTC+7 (Western Indonesian Time)

International Dialing Codes

- The country code for Indonesia is +62 and Yogyakarta's local code is 27. Therefore, to call a local number, you can dial +62 followed by 27 and then dial the number you wish. Likewise, to call a mobile number using a foreign number, you should dial +62 followed by the mobile number you want to contact.

Drinking Water

- It is strongly advised to not drink from tap water.

Electricity Supply

- The power plugs in Indonesia are generally Type C, with a standard voltage of 220 V.

Currency-Banking-Credit Cards-ATMs

- The currency in Indonesia is the Indonesian Rupiah (Rp). The government regulates that all transactions done in Indonesia must use Rupiah as a legal tender. Authorized money changers are available at the airport and near the meeting venue. Delegates can also withdraw Rupiah through Automated Teller Machines (ATMs). Major credit cards are widely accepted in most restaurants, shops, convenience stores, and other facilities. Bringing cash is also advised.

- Currency rate as per 09/02/2022 is USD 1 = Rp14,335

Tipping

- Tipping is not mandatory in Indonesia, but delegates may tip if they feel like to do so.

Wireless Internet

- WIFI will be available in the meeting area during the meeting.
Useful Emergency Phone Numbers

- For ambulance call 118 and 119
- For search and rescue call 115
- In the case of natural disasters call 129

Smoking

- Smoking areas are provided in general places and in the venue.

Telephone Services

- Local telecommunication providers can be bought at the airport upon arrival.

21. Virtual Meeting Format

The G20 EDM-CSWG meeting will be held in a hybrid format on 22\textsuperscript{nd} - 23\textsuperscript{rd} March 2022 at 09.30 - 19.30 (UTC+7) and 09.30 - 14.00 (UTC+7) respectively using the Webex platform.

Number of Links

Each delegation will be provided a maximum of two links where one is assigned for the Head of Delegations (HoD), while the other must be in microphone-off and camera-off mode. The unique links will be provided through email at least 10 days in advance.

Setup

Upon logging in to the 1\textsuperscript{st} EDM-CSWG Meeting, the default setup for the HoD should be camera on and microphone off until the Chair passes on the floor. Instructions on how to connect via videoconferencing will be sent separately to IT Points of Contact after completing registration.

Trial Run and Testing

A trial run will be held on Friday, 18\textsuperscript{th} March 2022 at 09.00 (UTC+7). The line will be open until 15.00 (UTC+7).

On the day of the meeting, each delegation is also strongly advised to log in and join the meeting one hour in advance, and test their respective system then.
Contact Points

The IT contact point for the EDM-CSWG Meetings can be reached by email through secretariat-edmcswg@g20-indonesia.id.

Each delegation needs to nominate one IT Point of Contact and communicate it by email through the afore-mentioned email by 17th February 2022 at the latest (22. Form Templates). The IT Point of Contact will be responsible for testing the Webex platform and ensuring the delegation has a successful connection during the trial run and also testing it during the day.
BILATERAL MEETING BOOK FORM
1st EDM – CSWG MEETING

21st – 24th March 2022 & Tentrem Hotel Yogyakarta

Please complete this form and email it to
secretariat-edmcswg@g20-indonesia.id

(Please type or print in block letters)

<table>
<thead>
<tr>
<th>Requesting Delegations</th>
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<tbody>
<tr>
<td>Country</td>
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<tr>
<td>Organization</td>
</tr>
<tr>
<td>Contact Person</td>
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<td>Email</td>
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<td>Phone Number</td>
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</table>

<table>
<thead>
<tr>
<th>Participating Delegations</th>
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<td>Organization</td>
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<th>Bilateral Meeting Room Request Details</th>
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<tr>
<td>Date</td>
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<td>Organization</td>
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<td>To</td>
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<tr>
<td>Number of Attendees</td>
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<td>Special Requests (if any)</td>
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</tbody>
</table>
DELEGATION ACCREDITATION OFFICER

Registration Form

1st EDM-CSWG Meeting
21st – 24th March 2022
Tentrem Hotel Yogyakarta

First Name : 
Last Name : 
Passport Number : 
Mobile Number : 
Email : 
Position : 
Country / International / Regional Organization Name : 
Office Address : 

Please send the filled form to the secretariat-edmcswg@g20-indonesia.id

Before 15th February 2022
DELEGATION REGISTRATION FORM

1st EDM – CSWG MEETING
21st – 24th March 2022

Please complete the form and send it to secretariat-edmcswg@g20-indonesia.id
no later than 17th February 2022

COUNTRY OR INTERNATIONAL / REGIONAL ORGANIZATION NAME:

<table>
<thead>
<tr>
<th></th>
<th>Head of Delegation</th>
<th>Member 1</th>
<th>*Member 2</th>
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<tbody>
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<td>Title</td>
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<td>(Including country code)</td>
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**EXCURSION/FIELD VISIT PARTICIPATION**

Indication to participate in the Site Visit: (Yes / No)
Number of participants: person(s)

**DIETARY REQUIREMENTS**

Please indicate your dietary requirements (if any) :

For any additional clarification, please do not hesitate to contact our team at: secretariat-edmcswg@g20-indonesia.id

*For Invitees and International Organizations, please leave the column blank*
ADDITIONAL MEMBERS OF DELEGATION REGISTRATION FORM  
(FOR G20 COUNTRIES)

1st EDM – CSWG MEETING  
21st – 24th March 2022

Please complete the form and send it to secretariat-edmcswg@g20-indonesia.id  
no later than 17th February 2022

COUNTRY OR INTERNATIONAL / REGIONAL ORGANIZATION NAME:

<table>
<thead>
<tr>
<th>Title</th>
<th>Additional Member 1</th>
<th>Additional Member 2</th>
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<td>First Name</td>
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</tbody>
</table>
| Mobile Number  
(Including country code) |   |                     |

EXCURSION/FIELD VISIT PARTICIPATION
Indication to participate in the Site Visit : (Yes / No)
Number of participants : person(s)

DIETARY REQUIREMENTS
Please indicate your dietary requirements (if any) :

For any additional clarification, please do not hesitate to contact our team at: secretariat-edmcswg@g20-indonesia.id
**IT POINT OF CONTACT FORM**

<table>
<thead>
<tr>
<th>Country</th>
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<td>Name</td>
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<td>Email</td>
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<td>Phone Number</td>
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Please submit the form to the following email:

[secretariat-edmcswg@g20-indonesia.id](mailto:secretariat-edmcswg@g20-indonesia.id) by 17th February 2022
23. Annexes

Flow upon Arrival

- **Arrival Soekarno-Hatta Airport**
- **Flight transfer**
- **Baggage claim**
- **PCR Test**
- **Immigration procedure**
- **Hospitality Lounge Soekarno-Hatta**

**Flight to Yogyakarta International Airport**
Duration: 1 hour 15 minutes

**Arriving Yogyakarta International Airport**

**Please identify yourself to the dedicated staff to assist G20 delegates during arrival**

**Departing to hotels**
Duration: 1 hour

**Hotel Check-In**

**Baggage claim Service**

**Connecting flights at the same day**
Delegates are requested to wait at the hospitality lounge.

**Connecting flights at the next day**
Delegates are encouraged to book their stay at Amara Airports Hotel.

**Positive**
Delegates shall enter the quarantine facility.

**Negative**
Delegates shall proceed to baggage claim service.

**Please identify yourself to the dedicated staff to assist G20 delegates during arrival**

**Once the baggage claim service is completed, delegated proceed to the airport transfer provided by the committee**
Flow prior to Departure

Flight from YIA to Jakarta
Duration: 1 hour 15 minutes

Arrival at Soekarno-Hatta Airport

Please identify yourself to the dedicated staff to assist G20 delegates during arrival

Arriving Yogyakarta International Airport (YIA)

Shuttle bus departing from hotel to Yogyakarta International Airport (YIA) based on delegates flight schedule

Leaving for Jakarta

The committee provides airport transfer for all delegates on 24-25 March 2022

Delegates proceed to Hospitality Lounge

Flight Check In

Baggage claim Service

Departing from Indonesia

Immigration procedure