



HONIARA SUMMIT 2025
— 24TH - 27TH FEBRUARY —
***IUMI TUGEDA* DELIVERING ON SDG 14.4:
ACHIEVING SUSTAINABLE FISHERIES.**

INFORMATION NOTE
FOR
DELEGATES AND PARTICIPANTS

24-27 February 2025

Honiara

SOLOMON ISLANDS



CONTENTS

		PAGE
1.	INTRODUCTION	4
2.	THE SUMMIT	4
	<i>Venue and Access</i>	4
	<i>Screening</i>	5
	<i>Restricted Access</i>	6
	<i>Seating</i>	6
	<i>Other Information</i>	6
	6	
3.	REGISTRATION AND ACCREDITATION	6
	<i>Confirmation of Delegates</i>	7
	<i>Meeting Badges</i>	7
4.	ACCOMMODATION AND TRAVEL	8
	<i>Funded Delegates</i>	8
	<i>Self-funded Delegates</i>	8
5.	ARRIVAL AND DEPARTURE	9
	<i>Airport</i>	9
	<i>Transportation</i>	10
	<i>Immigration entry requirements</i>	10
	<i>Customs</i>	11
	<i>Biosecurity</i>	11
	<i>Fights and carriers</i>	11
6.	TRANSPORTATION	12
7.	SIDE EVENTS	13
8.	MEDIA ARRANGEMENTS & SERVICES	13
	<i>Accreditation</i>	13
	<i>Accommodation</i>	14
	<i>Other arrangements</i>	14
	<i>Media coverage</i>	15
9.	SECURITY	15
	<i>Summit Venue</i>	15
	<i>VVIPs and VIPs</i>	15
10.	REQUIREMENTS FOR THE MEETING	15
	<i>Dress etiquette</i>	15
	<i>Laptops</i>	16

11.	CODE OF CONDUCT	16
12.	SECRETARIAT	16
13.	STATEMENTS	16
14.	LANGUAGE	16
15.	BILATERAL ROOMS RESERVATIONS	17
16.	MEDICAL AND TRAVEL INSURANCE	17
17.	WEATHER	18
18.	TIME ZONE	18
19.	ELECTRICITY	18
20.	LOCAL CURRENCY	19
21.	USE OF CREDIT/VISA CARDS	19
22.	CAUTION WITH VALUABLES	19
23.	COMMUNICATIONS	20
24.	TOURISM	20
25.	TIPPING	20
26.	UPDATES	21

APPENDICES

Annex 1: Participant Registration Form (online application)

Annex 2: Media Accreditation (online application)



1. INTRODUCTION

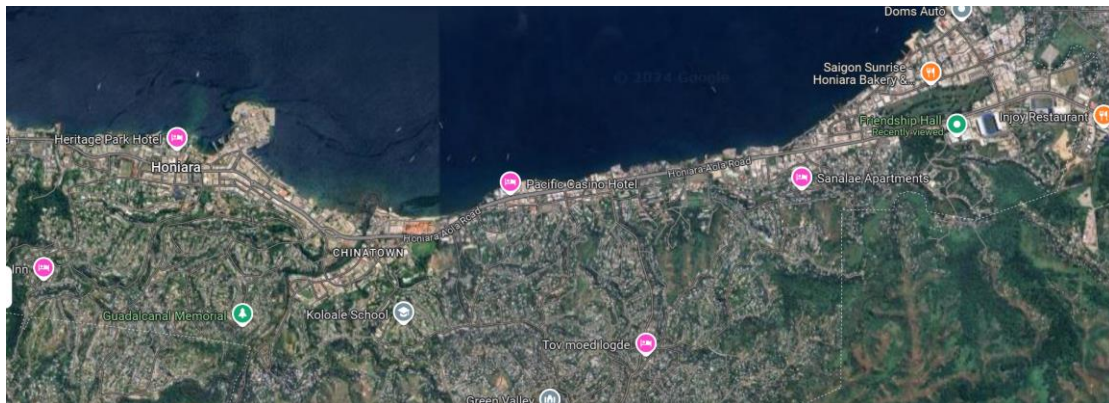
This Information Note provides practical information for all delegates and participants attending the first ever hosted Honiara Summit on the **Sustainable Development Goal (SDG) 14.4** that states “*By 2020 (extended to 2030), effectively regulate harvesting and end overfishing, illegal, unreported and unregulated fishing and destructive fishing practices.*”


The Host

The Honiara Summit (HS) is jointly hosted by the Government of Solomon Islands and the Pacific Islands Forum Fisheries Agency (FFA) in close collaboration with the United Nations Food and Agriculture Organization of the (FAO) and the UN Secretary General’s Special Envoy for the Ocean, Ambassador Peter Thomson. The Summit will be held in Honiara, capital of Solomon Islands, from **24 to 27 February, 2025.**

2. THE SUMMIT

The Honiara Summit will take place at the **Friendship Hall** and the **Aquatic Centre Conference facilities**, located in the Eastern side of Honiara. Overview of Honiara City to the Meeting Venue can be seen below: <https://www.google.com/maps/search/friendship+hall+honiara+location+map>



The Venue Friendship Hall is indicated on the map  in the far east (*right hand-side of map*).

All Delegates and Participants will travel to the Venue and from their Hotels by designated transportation as arranged by the Host.



Venue and Access

The Plenary for the Summit will be held at the Friendship Hall. There is a designated enclosure for VIPs (*Tok Stori Lounge*) in the immediate rear of the Plenary room restricted to Heads of International Inter-Government Organisations (IGO), Heads of International Organisations (IO), Heads of Regional Fisheries Bodies (RFB), Heads of Council of Regional Organisations of the Pacific (CROP) and Heads of Non-Government Organisations.

There is a Leaders Lounge for all Leaders located on the top floor to the Friendship Hall restricted to only the Heads of Governments represented at the Summit. This is accessed by a lift next to the VVIPs arrivals to the Friendship hall and a short staircase opposite the lift.

In the event that Heads of States and Governments do not attend the Summit and are represented at respective Minister level, such representatives will access the Leaders' Lounge in their capacity as designated Heads of Delegations.

The Aquatic Centre facility will host two Side Events per day during lunch hour breaks. Further information on the Side Events can be seen at www.honiarasummit.gov.sb

Bilateral meeting rooms are located within the Aquatic Centre on the ground floor as well as on the top floor and arrangements can be made for bookings with the Honiara Summit Secretariat through contacting HS-Generalinfo@sig.gov.sb.

Screening

There will be screening for all Delegates and Participants to the Summit. This designated screening location can be seen on Summit website. This will start from the dates for registration and continue all throughout the Summit days.

Holders of VVIPs will be the Heads of State and Governments and they are exempted from screening.

In the event, there are delegated Ministerial Heads of Delegations representing their Heads of States and Governments, they will be holders of VVIP and will be equally exempt from screening..

All VVIPs entry and exit to the Venues is at the Friendship Hall drive in at the West end of the Venue as shown on the map of the Venue at the Summit website.

Other Ministers, Heads of CROP, Heads of Inter-government Organisations, Heads of International Organisations) will be exempt from screening of their



VIPs passes but will access the Venues from the East side of the Aquatic Centre.

A floor layout of both the Friendship Hall and the Aquatic Centre are accessible on the website <https://solomons.gov.sb/honiara-summit-2025/>.

Restricted Areas

Access to certain meetings apart from the Plenary Hall for the opening on 24 February 2025 and the Summit days may be restricted where meetings are 'closed' for Heads of States and Governments only.

Closed meetings will be announced by the Secretariat.

Seating

Each government delegation will be assigned with one (1) seat at the main table in the Plenary Hall with two (2) seats for accompanying officials immediately behind.

Designated seating will be provided for regional organisations (RO), inter-government organisations (IO), RFBs, partners, non-government organisations and private sector representatives.

Seating is limited and additional seating may be provided depending on availability of space.

Other information

The Venues are non-smoking zones. Smoking will only be allowed at the designated smoking areas marked for smoking and not in the plenary or other meeting rooms.

To minimise any forms of negative impacts on the environment, the Summit will be held **paperless** and **plastic free**. All meeting documents will be distributed to member delegations through the Summit website and on issued USBs in the Solomon Islands for Delegates.

Delegates and Participants are encouraged to bring their own drinking bottles for use as a way of lessening the impact of *single use plastic* in Honiara, a campaign that the Solomon Islands Government launched in the previous year and is continuing to progressively implement across its communities. Water dispensers will be provided throughout the Venues.

For noting, Solomon Islands phased out plastic water bottles less than 1 litre from all its shops and outlets and only has 1 Litre water bottles sold in shops.



3. REGISTRATION

All Delegates and Participants must be registered online prior to the meeting by 7 February 2024 on the Summit website <https://solomons.gov.sb/honiara-summit-2025/> using the 'Registration' tab. If registration cannot be accessed online, alternatively complete the form in Annex 2 and send by email to HS-registration@sig.gov.sb by 7 February 2025.

On approval of registration by the Secretariat, Delegates and Participants will receive a letter of entry from the Host Government that must be presented at the immigration counter on arrival in Honiara.

As part of the registration, note that passport-size colour photographs (with white background) of delegates and participants must be uploaded in the registration forms. To ensure photographs are clear, recently taken photos of not more than 6 months prior to the Summit is preferred.

Registration will open on 1 January 2025

Confirmation of Governments' attendance

For Heads of Governments who are confirmed to attend, Governments must advise the Solomon Islands Ministry of Foreign Affairs and External Trade through an official letter or Note Verbale from the relevant Ministry or an equivalent office such as an Embassy or Permanent Mission accredited to Solomon Islands.

These are to be addressed to the Permanent Secretary of the Ministry of Foreign Affairs and External Trade of the Solomon Islands Government **by 7 February 2025**.

Should you have any further questions related to registration please contact HS-registration@sig.gov.sb.

Meeting Badges or Identification Cards

All registered delegates and participants will be issued with meeting badges or identification cards in Honiara at the Registration Centre that will be set up at the Friendship Hall on the following days and times:

Date	Morning	Afternoon	Venue
Sat, 22 Feb	8 to 12nn	1 to 3 (ALL)	Friendship Hall (lobby)



		3 to 5 (Media)	
Sun, 23 Feb	8 to 12nn	1 to 3 (ALL) 3 to 5 (Media)	Friendship Hall (lobby)
Mon, 24 Feb	8 to 12nn	1 to 3 (ALL) 3 to 5 (Media)	Friendship Hall (lobby)

Heads of States and Governments and delegated Ministerial Heads of Delegations will be provided with **VVIP pass without a photograph.**

Other Delegates such as Ministers or Deputy Ministers of the Crown and other VIPs will be provided with **VIP passes with photographs.**

Meeting badges will be processed in person at the Registration Centre except for VVIPs for whom designated Protocol services can collect for Delegations.

To facilitate all Meeting Badges efficiently, all personal information as required on the Registration Form must be completed accurately and in accordance with information provided in your valid passport.

All delegates and participants must ensure they have **valid passports of not less than six(6)** months.

4. ACCOMMODATION AND TRAVEL

Funded Delegates

Accommodation will be secured for funded Delegates and will be advised of their designated accommodation or hotel prior to arrival.

Charges for the use of telephone and mini-bars and other services incurring costs will be the own responsibility of delegates to clear before check out.

Any changes to flights must be advised to HS-Travel@sig.gov.sb as soon as is practicable for information and further assistance by the Secretariat.

Should you have further questions on travels, please contact HS-Travel@sig.gov.sb.

Self-Funded Delegates



A list of hotels is provided **below** with contact details for those making their own arrangements.

Once accommodation is secured, please advise the organisers on HS-Accommodation@sig.gov.sb on your accommodation details to avoid double block bookings.

Hotel	Contact Name	Contact Details (email and phone number)	Distance from Meeting Venue (kms)
Heritage Park Hotel	Ms Joy	reservations@heritageparkhotel.com.sb +677 24007	8 km
Mendana Hotel	Mr Willington	frontoffice.mgr@mendana.com.sb +677 20071	7.9km
Pacific Crown	Ms Patricia	reservation@thepch.com +677 45000	5km
Coral Sea Resort	Ms Lenora	Reception@coral-sea-resort.com +677 26288	8.5 km
King Solomon Hotel	Ms Florence	reservations@kingsolomon.com.sb +677 21205	8 km
Honiara Hotel	Ms Hellen	Events@honiarahotel.com.sb +677 21737	7.2 km

Alternatively, should Delegates and Participants require assistance with accommodation, please contact HS-Accommodation@sig.gov.sb.

The settlement of the hotel bills and for personal use of telephone, the mini-bars and other services will be the delegate's own responsibility before check outs.

5. ARRIVAL AND DEPARTURE

Airport

All arrivals and departures will be at Henderson International Airport.



The Protocol Division of the Ministry of Foreign Affairs & External Trade will facilitate all necessary arrangements for the arrival and departure of Heads of States/Government, Ministers and accompanying officials for the dignitaries.

Delegations led by Heads of State/Government will be designated with appropriate Liaison Officers. On arrival at the airport, the Liaison Officers will assist a designated accompanying official with delegation luggage and facilitate necessary arrival (and departure) clearances through Immigration and Customs where applicable.

Immigration, Customs and Biosecurity advice are provided below to guide all Delegates and Participants on getting clearance at the arrivals.

For expediting a smooth entry, all Delegates and Participants are required to provide their final travel details on the registration link as well as to HS-Travel@sig.gov.sb. This will ensure there is appropriate assistance at the airport for expediting a smooth entry into (and out of Honiara).

Transportation

Heads of State/Governments or VVIPs will be provided with a vehicle from the Airport on arrival to their Hotels.

Transport will equally be available to VIPs and other participants from the Airport to their Hotels as designated by the Host Government.

Incoming and Departure Cards

To facilitate arrival and departures of all travelling Delegates and Participants incoming and departure passenger cards are required to be filled out on the flights arriving in Honiara and through Immigration on departure at the airport after check-ins.

Immigration entry requirements

To facilitate the smooth entry of Delegates and Participants, the Host Government will issue a Letter to assist with entry of all registered Delegates and Participants.

The Letter will inform the Immigration on arrival that Delegates and Participants for the Summit will be granted appropriate permits and conditions on arrival for purposes of attending the Summit.



The Letter will be issued to Delegates and Participants upon an **'approval'** granted to applications received online from each delegate and participant who have completed the registration process. **Each Letter is for an individual entry only.**

PLEASE ENSURE A COPY OF THIS LETTER IS ACCESSIBLE OR HAND-CARRIED TO EASE CLEARANCE PROCESS.

Transit Visa arrangements will be the responsibility of all Delegates and Participants.

Customs

Border currency reporting

Visitors who arrive into Solomon Islands carrying more than SBD\$50,000 or foreign currency equivalent to or more than SBD\$50,000 will be required to declare the currency in the passenger arrival declaration form and complete a border currency report (BCR) form on arrival that is integral to the Incoming Passenger Card.

Biosecurity

Solomon Islands Biosecurity requires that declaration must be made on items that may post any form of risks through the Incoming Passenger Card you are given on your flight arriving into Honiara. As the Card is a legal document, once you fail to declare anything requiring declaration in the Card, once caught, you could be prosecuted and fined up to SBD1,000,000 and risk up to 5 years jail and have a criminal record in Solomon Islands. All risk items as enlisted on www.biosecurity.gov.sb must be declared, even when unsure. Other additional information on entry biosecurity requirements can be seen also at www.biosecurity.gov.sb.

Further particulars on items for importation can be found also on www.biosecurity.gov.sb.

For more information:

Biosecurity Contact Information:

Email: Enquiries@biosecurity.gov.sb

Phone: +677 24657

Flights and Carriers into Honiara



Solomon Islands is serviced regularly by the following International commercial airlines, Fiji Airways, Air New Zealand and Qantas on a daily to weekly basis, connecting to Solomon Islands through Nadi (Fiji), Auckland (NZ), Port Vila (Vanuatu) or Brisbane (Australia).

Air Niugini flights also come through Nadi (Fiji) during the week to Honiara and equally so from Port Moresby (Papua New Guinea) to Honiara.

For information on connecting flights to Solomon Islands you may contact HS-Travels@sig.gov.sb.

A provisional schedule of the available flights to Solomon Islands from Brisbane, Nadi, Port Vila and Port Moresby can be found on Solomon Airlines website www.flysolomons.com, Fiji Airways website www.fijiairways.com and Air Niugini website www.airniugini.com.pg as final ports to Honiara.

All international flights require a three (3) hours check-in time prior to departure of flights.

6. TRANSPORTATION

Ground transport will be made available to facilitate arrival of Delegates and Participants at the Summit.

Designated vehicles will be provided to Heads of States and Governments and delegated Ministerial Heads of Delegations for morning pick ups as well as drop offs.

Liaison Officers designated to each delegation will be at hand to assist and facilitate ease of movement throughout the Summit.

Buses will be provided for all other Delegates and Participants. There will be central pick up points from Hotels and other accommodations at the appropriate scheduled times as follows (unless changes are made by the Secretariat):

Transport	Allocations	Hotel Pick Up	Hotel Drop Off
Designated VVIP vehicles	Heads of Governments, VIPS	8am	5:00pm
Buses (Central Pick up)	All Delegates	7.30am	5:00pm



Taxi services

There are several taxi pool services available in Honiara. Two taxi services that are recommended can be contacted directly if Participants wish to have transportation to move around. The rate applicable for taxi fare is SBD10.00 per km. If taxis are used for more than an hour, a standard rate of SBD100/hr may apply.

Two contacts are provided below (*although Hotels may have contacts for other taxi fleet services they use for their guests*):

Prince Taxi Service - 29800

Classic Taxi Service - 28200

7. SIDE EVENTS

Side Events will be held in the margins of the Summit. There will be two Side Events per day. Delegates and Participants note that each session will be on different thematic areas relevant to SDG14.4 and the sessions will be held in designated rooms at the Aquatic Centre.

These sessions are scheduled to be held for one hour over lunch breaks over the three (3 days).

A separate program on Side Events will be made available on the Summit website and a floormap will show locations of where the Side Events will take place. All other relevant information and updates on attendance to the Side Events will be further provided on the website.

Leads for the sessions can provide presentations on power-points ahead to HS-Media@sig.gov.sb to set up prior to the event.

8. MEDIA ARRANGEMENTS AND SERVICES

Arrangements for media services will be made directly with the Media Communications team focal point on email HS-Media@sig.gov.sb.

Press releases, official documents, statements and other information materials approved can be provided on the Summit webpage with appropriate clearance for other websites by consulting the Summit Media Communications team.

Accreditation



Accreditation is reserved for the members of the press (applicable to local, regional and international) that may include official delegation photographers, videographers, print, radio, television, film, news agencies and online media who represent a bona fide media organisation.

Media registration will close on **7 February 2025**.

Any enquiries about media accreditation, registration and approval of registration can be directed to the Media and Communications team at HS-Media@sig.gov.sb.

Delegations may register media representatives from recognised organisations in their delegations by confirming their names, functional roles and media organisations by a nomination letter from their organisation.

This information of the media personnel can be included in the Delegations List of Confirmed Participants sent by a diplomatic note through official channels to the Ministry of Foreign Affairs and External Trade of Solomon Islands. .

An official photo will also be required to be uploaded by all media or press when registering online besides a valid passport biodata page. The photo must be recently taken and with a white background.

Accommodation

Requests for accommodation for visiting media or press personals can be requested on the registration form or alternatively direct contacts can be made to the Hotels provided in the List of Accommodations provided or alternatively to HS-Media@sig.gov.sb for assistance.

Available accommodation may be limited and early arrangements are encouraged once media or press personals confirm their registration and these registrations are approved by the Media Communications team.

Other arrangements

To facilitate setting up of regional and international members of the media and press at a designated Media Centre at the Summit Venue, full and accurate information must be provided at registration. *The registration form is Annex 4.*

Further particulars on arrangements on working facilities and media equipment capabilities, email HS-Media@sig.gov.sb.

Plans to access and host press conferences and briefing opportunities for leaders will be led by the Media Communications team leads.



The Media Communications team will be the focal point with an overall role in coordinating the designated official broadcaster, TV and news crew and media technicians for the three days coverage of the Honiara Summit.

At the in-person Registration Centre, media and press personnel (journalist, tv crew and those accredited with government delegations will be badged as “Technicians”.

Media Coverage

There will be streaming of the Summit arranged by the Host Government through its Media Communications team covering the plenary sessions and the side events. This will all be done in English.

9. SECURITY

Security at Summit Venues

The access to the Summit Venue premises and surrounding areas will be strictly limited only to registered Delegates and Participants of the Summit.

Meeting Badges and passes provided by the Registration Centre **must be worn visibly at all times** in and around the Summit Venues. Persons and their luggages or bags who exit the premises and return on site must undergo screening at the entrance provided on the site map at <https://solomons.gov.sb/honiara-summit-2025>.

The Royal Solomon Islands Police Force (RSIPF) and engaged security services will be provided for the entire Friendship Hall to the Aquatic Centre.

Security for VVIPs and VIPs accommodations

Adequate security measures will be at the Hotels where VVIPs and VIPs are accommodated.

There will be limited access to these Hotels and only authorised Delegates from respective governments may be allowed to the venues after hours for official purposes only.

10. REQUIREMENTS FOR THE MEETING

Dress Etiquette



Leaders' will be provided with shirts for the three days of the meeting. A jacket is required for all the meeting days.

In the registration forms or links, there is a requirement for shirt sizes to be provided to ensure shirts are of appropriate sizes for Leaders and other designated registered participants.

Others are encouraged to be in business casual including the media personnels.

All Delegates can choose to have comfortable footwear such as sandals or closed shoes equally fitting for the Honiara weather.

Laptops

There will be no distribution of meeting papers and all Delegates and Participants must bring their own laptops or devices for use at the Summit.

11. CODE OF CONDUCT

All persons attending the Summit are expected to be acquainted with the **Code of Conduct** with integrity and respect towards all other participants at the Summit.

12. SECRETARIAT

A Secretariat will be located at the Summit venue on the top-floor of the Friendship Hall as indicated on the Venue floormap at the link - <https://solomons.gov.sb/honiara-summit-2025/>

A designated printer will be set up on the ground floor of the Plenary Hall for Delegates wishing to access for printing. This booth will be manned by a designated officer.

13. STATEMENTS

All interventions can be sent to HS-GenerallInfo@sig.gov.sb. The statements will be embargoed until they are being delivered after which these can be shared on the Summit website.

Statements should have the following information sent with it in the format:



Country Statement - [Name of Country] in the email subject.

14. LANGUAGE

The official language at the Summit is English and there are no interpretation services available at the Summit.

Delegations may wish to provide their own interpreters for non-official language and this needs to be communicated to the Secretariat on HS-Generalinfo@sig.gov.sb.

15. BILATERAL MEETINGS ROOM RESERVATIONS

There will be limited small meeting rooms on offer to delegations for bilateral meetings upon request to the Secretariat on email HS-GeneralInfo@sig.gov.sb where the booking of such rooms will be allocated on a *first come first serve basis*.

Requests to book a room with preferable dates between **24th to 27th February 2025** and the number of Delegates attending so a suitable sized room could be considered. Email requests should be titled in subject matter as **'Bilateral meeting room request.'** For planning purposes, early bird bookings are invited during registration and can reach the Secretariat before **25 February 2024.**

To avoid double booking, only one delegation should book on behalf of the other Delegates to be meeting with. There will be reservations made and the delegation will be advised and confirmed at the start of the Summit. Late requests for bilaterals are subject to availability of space.

Alternatively, the *'Tok Stori'* Lounge available for VIPs use can be utilised for out of session discussions or side meetings during. This is restricted area to VVIPs and VIPs only.

16. MEDICAL AND TRAVEL INSURANCE

There will be three rooms allocated with a rostered medical team for emergencies arising during the Summit or simple checks with a Doctor on standby and registered nurses at the Summit Venue. The designated rooms for medical are seen on the floormap of both Friendship Hall and the Aquatic Centre on the website <https://solomon.gov.sb/honiara-summit-2025/>



A designated room will also be at Mendana Kitano Hotel where there is a stand by on-call Doctor and a nurse on site that can be accessed by Heads of States/Ministers accommodated at the Heritage Park Hotel and the Mendana Kitano Hotel for emergencies or any medical attention.

The official in-charge Doctor for the Summit is Dr Janelle Solomon on the email JSolomon@nrh.gov.sb and contact numbers as follows:

- i) Solomon Telekom services - 74 21628**
- ii) Bmobile services - 8483631**

Delegates and Participants are not covered by insurance for any illness and or injury. It is the responsibility of all participants to ensure they have appropriate medical insurance before they travel to Honiara, for the duration of the Summit that covers both for health and accident or any injury during their travel to and from Honiara to their country of residence.

Emergencies

The Ministry of Health and Medical Services, St. John Ambulance and the Royal Solomon Islands Police Force Fire Emergency Services will be on stand-by for any medical and emergency services. The Medical Team on site will assist with access for ambulances when an emergency arises.

OTHER USEFUL INFORMATION

17. WEATHER

Solomon Islands is a tropical country with a warm climate following rainy months from December into the first quarter of the year.

Delegates and Participants are encouraged to bring clothing that is suitable for warm climate and a cardigan or a light jacket will suffice for cool evening breezes in Honiara.

Given the month of the Summit is a wet rainy season in Honiara, it is best that water to drink is purchased from shops and not out of water taps in accommodations or hotels.

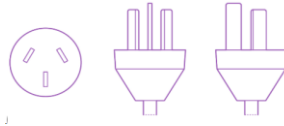
18. TIME ZONE

Honiara is located in the Solomon Islands Time Zone of UTC+11hrs. There is no daylight saving in Solomon Islands.



19. ELECTRICITY

The current standard voltage is 220V with the standard frequency at 50Hz. The power plugs and outlets in Solomon Islands are predominantly type I with few hotels using type G.



All are encouraged to bring their own multi or universal adapters if cords or cables of your laptops or other gadgets do not have a type I plug.

20. LOCAL CURRENCY

Solomon Islands Dollars is the currency used throughout Solomon Islands and these are in notes of \$100, \$50, \$20, \$10, \$5, and in coins of \$2, \$1, 50c, 20c and 10c.

There are few foreign currency exchanges in town, in particular the No.1 Currency Exchange at a walking distance from Mendana Kitano Hotel in Point Cruz. Their business hours are from 8:30am to 4:30pm (Mondays to Fridays) and from 9:00am to 12:00 noon on Saturdays only.

Other outlets are located on the way towards the Honiara Summit venues and arrangements can be made with respective Liaison Officers designated to delegations wishing to access these services.

Commercial Banks

There are four commercial Banks in town that may also offer currency exchange services. They are the Australia and New Zealand Banking Corporation (ANZ), Bank of South Pacific (BSP), the Bred Bank and the PanPacific Ocean Bank (POB).

ANZ and BSP banking services will be available at the meeting Venue on designated days and times for those needing foreign currency exchange in cash.

Those wishing to use the automatic teller machines (atms), there are machines at the Heritage Park Hotel and the Solomon Kitano Mendana Hotel. Some atms are located in other spots through town that can be accessed with assistance from Liaison Officers for directions.

21. USE OF CREDIT/VISA CARDS



Hotels, Cafes, accept credit/visa cards but not all shops or outlets in Honiara. Many shops including the fresh food markets still use mainly cash. Note there may be surcharges that apply when using credit or visa debit cards in hotels or few shops that provide this service.

22. CAUTION WITH VALUABLES

At the meeting venues, all Delegates and Participants must not leave valuables such as phones, laptops or other gadgets unattended at any time.

It is important that caution be also taken to conceal mobile phones or other valuables in hand and close with you at all times when walking through the town or through areas where crowds are like in shops or the markets as such to avoid pickpocketing.

23. COMMUNICATIONS

Wifi services will be available at the Summit meeting venues.

Those who are interested to acquire sim cards for personal use may do so from service booths belonging to the Solomon Telekom Company Limited (Telekom) at the Summit meeting venues during the meeting days.

Data plans and packages for the duration of the meeting can be accessed at these booths by Telekom and these will be provided also on the website.

Booths will be set up at the Heritage Park Hotel, the Mendana Kitano Hotel and Pacific Crown Hotel for Delegates as follows on the designated days prior to the Summit meeting days to acquire sim cards.

Friday 21 Feb 2025	Saturday 22 Feb 2025	Sunday 23 Feb 2025
AM 10:00 -12:00 noon	AM 10:00 - 12:00 noon	AM 10:00 - 12:00 noon

24. TOURISM

Solomon Islands is a rich country of multidiverse cultures of people. It is a society that has its population made up of three main ethnic groups of Melanesia, Polynesia and Micronesia. Over the years, due to social integration and economic activities, many from Asia, Europe and beyond the



region have worked, married and settled in the Solomon Islands adding to its already rich diverse society.

More information on tourism and what is on offer can be found on the link www.visitsolomons.com.sb.

During the Honiara Summit, a designated area at the vicinity will be set up for vendors exhibiting their work and these will be from local craftsmen and women.

Local talents and artists will display their canvass paintings for sale and also hand made local jewelry, crafts, from across Solomon Islands at a designated enclosure at the Summit Venue.

25. TIPPING

There is no tipping in Solomon Islands.

26. UPDATES

There may potentially be updated information about the Summit and all Delegates and Participants must regularly check for this on the Summit website.



APPENDICES

ANNEX 1	Participant Registration Form
ANNEX 2	Media Accreditation Form



ANNEX 1 - PARTICIPANT REGISTRATION FORM

**24 - 27 February 2025
Honiara Summit
Honiara**

Country :

Delegation Details :

(i) Leader of Delegation

Name and credentials :

.....
.....

Designation :

.....

Accompanied
by spouse : YES/NO

Spouse's full name :

.....

Arrival/ Departure dates

ETA (date, flight, time) :

.....

ETD (date, flight, time) :

.....

Baggage Coordinator:

.....



ANNEX 1 (cont.)

(ii) Other Delegates (Please complete in order of precedence with full titles) :

Name	Designation	ETA Honiara (date, flight, time)	ETD Honiara (date, flight, time)



**Shirt/Blouse Size Measurements
Head of Forum Delegation**

Neck Around	
Sleeve Length	
Shoulder Width	
Chest Around	
Waist Around	
Shirt Length	
Bicep Around	



Online Registration Form:

ANNEX 2 - MEDIA ACCREDITATION FORM

MEDIA ACCREDITATION FORM

Please return by 31 January 2025 to: gherming@pmc.gov.sb and HS-Media@sig.gov.sb.

with a copy to: ernest.ta'asi@ffa.int

1. Country (Region) _____

2. Your Personal Data:

Name (Mr/Ms) _____
(please underline family/last name)

Position: _____

Employer: _____

Postal Address: _____

Phone: _____ Fax: _____

E-Mail _____

3. TYPE OF PARTICIPATION (Please Check)

Official (With Government Delegation)	()
Radio	()
Newspaper	()
Magazine	()
Television	()
Other (Specify) _____	()



4. NAMES & POSITIONS OF ACCOMPANYING PERSONS
(Researchers/Technicians etc.)

Mr/Ms _____

5. FLIGHT INFORMATION

Date	Time	Flight No.	From
Arrival: _____	_____	_____	_____
Departure: _____	_____	_____	To: _____

6. ACCOMMODATION
Type of room preferred

Single/Twin/Double _____

For how many people _____

7. METHOD OF PAYMENT: Please specify.

VISA AMEX BANK CARD DINERS OTHERS

8. Please send a **signed letter from your employer/media organisation stating your responsibilities/duties, and two passport-size photos with this accreditation request.** Alternatively, the **application form may be emailed with digitised passport photos.**

9. Please advise the value in SBD of the equipment you will be bringing with you for your use if the total exceeds SBD \$10,000. Please note the type of major equipment you will be bringing with you for your use. Will you be selling any of them here in **Solomon Islands** during or after the meetings? If so, please identify any equipment you will be selling during your stay.

10. Please note that you will be expected to comply with any other entry formalities required by the host country, in addition to the details you have provided for Forum media accreditation.

