

## **The 30<sup>th</sup> SSEAYP International General Assembly (SIGA) 20 – 23 April 2018, Bandung – Indonesia “Spirit of Art, Heritage, and Youthpreneurship”**

*Apa kabar?* Greetings from Wonderful Indonesia!

This year, Indonesia is honored to host the 30<sup>th</sup> SSEAYP International General Assembly (SIGA). The event will take place in Bandung, the very heart of Asia Africa Conference back in 1955, a vibrant city where modernity standing side by side with the elegance of the past and bursting with the spirit of youth.

With the purpose of enhancing never-ending friendship and lifelong cooperation among ex participants of SSEAYP participants, families, and friends, we invite you to SIGA Bandung 2018 and **experience the excitements!**

### **1. Time and Venue:**

Time: 20 – 23 April, 2018

Hotel Venue: él Royale (Panghegar) Hotel Bandung, Jl. Merdeka No.2, Braga, Sumur Bandung, Kota Bandung, Jawa Barat 40111, Indonesia. <http://bandung.el-hotels.com/>

### **2. Participants:**

Participants who are eligible to join:

1. Ex-PYs / Ex-NLs / Ex-Facilitators of SSEAYP / Admin Staff
2. Family members and friends of Ex-PYs/ Ex-NLs/ Ex-Facilitators of SSEAYP / Admin Staff
3. Host Parents of SSEAYP and their family members
4. Ex-PYs of SWY, INDEX and other members of the different SI and AAs, their family and friends
5. General public.

### **3. Registration Form:**

1. Participants are requested to fill out all fields in the Registration Form. Registration Form is accessible online here:  
<http://www.sseaypindonesia.org/sigabandung2018/registration-siga-bandung-2018/>
2. Participants are requested to submit the completed Registration Form with their passport scan/copy and make payment upon confirmation.
3. Contact Person: Mr. Piyan Noviyanto. Phone : +62 859 4615 3197. Email:  
[info@sseaypindonesia.org](mailto:info@sseaypindonesia.org)

#### 4. Registration fee:

The participation fees for **Indonesian Participants** are as follows:

Package	Fee	Cover
Twin Sharing	IDR 3.550.000,00	All in
Single	IDR 4.750.000,00	All in
Program Only	IDR 2.750.000,00	Exclude Breakfast, Accommodation, and transportation to hotel

Open Registration: 20 February 2018

Deadline for Regular Registration: 5 April 2018

Registration fee for children: Free for children under 3 years old, same rates apply for children above 3 years old.

#### Cancellation policy:

- Before March 25th : no charge
- March 26th - April 10th : 50% participation fee
- After April 10th : full participation fee

SIGA fees covers the following:

- Accommodations during the SIGA 2018 from April 20 to 23, 2018, three (3) nights
- Participant Kit
- Meals
  - Day 1 – Lunch box upon arrival, Dinner
  - Day 2 – Breakfast, Lunch and Dinner
  - Day 3 – Breakfast, Lunch and Dinner
  - Day 4 – Breakfast
- Transfers
  - Arrival – on 20 April only, Husein Sastranegara International Airport (BDO) and Bandung Train Station at designated time (please specify on the registration form)
  - Departure – on 23 April only, Husein Sastranegara International Airport (BDO) and Bandung Train Station at designated time (please specify on the registration form)
  - Participants who arrive via other than BDO and Bandung Train Station please refer to annex V for “How to get there”.
- Local Transport during the program.

#### 5. Transportation

**Arrival** – All participants are expected to arrive in Bandung either at BDO or Bandung Train Station no later than 16.00 on 20 April 2018. Opening Ceremony and Welcome Dinner will start at 18.30 on the same day;

**Departure** – airport transfer will be provided to BDO and Bandung Train Station at designated time on 23 April 2018.

**AA Presidents or Heads of Delegation** are requested to arrive at BDO or Bandung Train Station no later than 12:00 noon on 20 April 2017 to attend the COP meeting at 14:00.

**Flight Options** – please see Annex I - Flight Options.

**6. Participants are responsible for the personal expenses:**

- Visa fees, bank charges or transfer fees for the registration fee payments to your respective Alumni Association.
- Transfer fees for the registration fees from the different Alumni Association to SI Indonesia, Inc. will be borne by the respective AAs.
- Medical and surgical treatment (if needed)
- Travel Insurance
- During the stay in the Hotels in SIGA 2018 - telephone calls, laundry charges, room services, transportation other than what the committee provide and other incidents that the participants make.
- Optional Tours after SIGA, please refer to Annex II - Extend the Stay.

**7. Others:**

1. Accommodation (including homestay) before and after the program should be arranged by participants themselves. If you require assistance, please indicate in your registration forms.
2. Those who arrive earlier, extend their stay, or arrived/departed not via BDO or Bandung Train Station should arrange transportation to/from the airports on their own.
3. AAs are requested to prepare 10 items for the SI Raffle.
4. All batches are asked to REFRAIN from conducting batch activities and exclusive reunions during the dates of SIGA 2018.
5. SIGA 2018 committee will not entertain partial participation during the SIGA.

**8. General Information about Bandung:**

**About Bandung:** Bandung is the capital city of West Java, and the third largest city in Indonesia after Jakarta and Surabaya. Nicknamed *Parijs van Java* (Paris of Java) by the Dutch for its resemblance to Paris and European atmosphere back in colonial times, Bandung also earned another nickname as Kota Kembang, literally meaning the Flower City since Bandung used to have a lot of flowers.

Bandung attracts large numbers of tourists, weekend sightseers and migrants from other parts of Indonesia. The city has won a regional environmental sustainability award for having the cleanest air among other major cities in ASEAN countries in 2017.

The first Asian-African Conference, known as the Bandung Conference was hosted in Bandung by President Sukarno in 1955. Bandung will also be supporting as one of the host cities of the 2018 Asian Games.

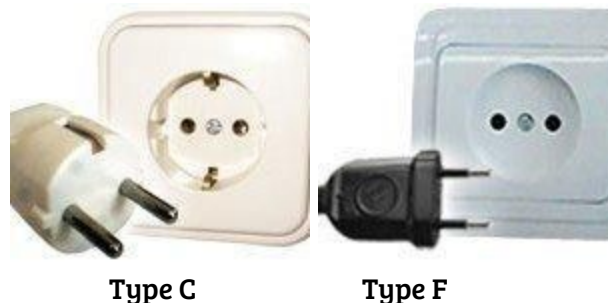
**Weather:** Bandung is situated on a plateau 768 meters above sea level with a cool climate throughout the year. Normally the raining season in Indonesia is from October till May, the peak of the raining season is in January. The average temperature in Bandung is 22 degrees Celsius; the weather is pleasant all year round.

**Time:** The Standard Time is 7 hours ahead of GMT.

**Currency:** Indonesia's unit of currency is the Indonesian Rupiah (IDR). Major foreign currencies are exchangeable at banks. The exchange rate (as of January 2018) is US\$ 1 ~ IDR13,401.

**Credit Cards and ATMs:** Visa, MasterCard, American Express, JCB, Diners Club, Discover and other major international credit cards are accepted at most establishments or can be used to retrieve cash from ATMs throughout the city, although some small shops and restaurants may only accept cash payments.

**Electricity and Water Supply:** The standard electricity supply in Indonesia is 230 Volts, 50 Hz. Most of the power sockets are of type C and F.



Drinking tap water and un-boiled water is not recommended.

**Telecommunication Services:** Local phone services are reliable. SIM cards are readily available for GSM mobile phones and can be bought in any convenience stores (registration with ID/passport may be required).

Local calls from a prepaid mobile phone cost about 1,000 IDR or 0.1 USD/minute. Three major telecommunication service providers in Indonesia are Telkomsel, Indosat Ooredoo, and XL. Broadband and wireless internet services are available in the hotel.

**Tipping:** Tipping in Indonesia is not customary but is a welcome gesture for restaurant waiters and taxi drivers.

## PROGRAMME

DATE	TIME	AGENDA	VENUE	REMARKS
DAY 1 FRI 20 April 2018	Till 18.00	Arrival & Check in <i>Council of President (CoP) members strongly advised to arrive before 12.00 at BDO/Bandung Train Station</i> <i>All participants are expected to arrive before 16.00 at BDO/Bandung Train Station</i>	el Royale Panghegar Hotel	Participants advised to wear red themed color. Lunch at restaurant
	13.30 – 16.30	General Briefing of all Participants upon arrival	Hotel	Will be conducted on 13.30, 14.30, 15.30 and 16.30
	12.00	Friday Prayer	Futsal Arena, Hotel	
	14.00 – 17.00	SI CoP Meeting	Parahu Room, Hotel	
	15.00 – 17.00	Parallel Optional Activities for non CoP participants 1. Hop on Hop off City Tour with double-decker bus Bandros (Bandung Tour on Bus - Bandung unique transportation) 2. Free Time	Gedung Sate, Gedung Merdeka, Shopping Area	Specify on registration form  Fee Rp50.000/pax
			Braga Street	Specify on registration form
	17.30	Return to the hotel, preparation for Welcome Dinner	Hotel	
	19.00 – 21.00	Welcome Dinner <ul style="list-style-type: none"> <li>• Speech by the Guest of Honor</li> <li>• Speech by the representative of the COP</li> <li>• Keynote Speech</li> <li>• Cultural Performance</li> <li>• Gift Exchange</li> <li>• Photo Session by Contingent</li> </ul>	Hotel	Attire: National Costume Gift 1
	21.00	Return to the Hotel		
DAY 2 SAT 21 April 2018	08.30 – 10.00	SSEAYP International General Assembly begins <ul style="list-style-type: none"> <li>• Speech by Guest of Honor</li> <li>• Speech by Representative of SSEAYP International</li> <li>• Speech by Representative of Cabinet Office of Japan</li> </ul>	Hotel Ballroom	Attire: C with sport shoes

		<ul style="list-style-type: none"> <li>Report by SSEAYP International - Country reports by AAs: Each report is no longer than 05 minutes</li> </ul>		
	10.00 – 10.20	Coffee Break	Foyer	Hotel staff divide the ballroom to 3 break out rooms
	10.20 – 11.20	Group Discussion <ul style="list-style-type: none"> <li>Art</li> <li>Heritage</li> <li>Youthpreneurship</li> </ul>	Break out room	Parallel session in 3 meeting rooms
	11.20 – 11.30	Discussion Finalizing	Break out room	
	11.30 – 12.00	Wrap up	Ballroom	Presentation by each group @ 5 min
	11.30 – 13.00	Lunch	Restaurant	el Royale Panghegar Hotel
	13.00	Depart to Youthpreneurship Activity		Parallel by bus
	14.00 – 17.00	<b>Youthpreneurship Activity</b> Workshop with Entrepreneur <i>Visiting and sharing with youthpreneur at their workshop and getting hands on experience on the production</i>	Workshop	Participants will be assigned to 5 to 6 different workshops activity Choose preference on registration form
	17.00 – 17.30	Dinner	Workshop venue	
	17.30	Depart to Cihampelas Shopping Area		
	18.00 - 21.00	Free Time	Cihampelas Walk	Optional
	21.00	Return to the hotel		
DAY 3 SUN, 22 April 2018	06.00 - 08.00	Breakfast	Hotel	Attire: C with SIGA T-Shirt provided  Participant advised to prepare hats for outdoor activities
	08.00	Depart to Heritage Activity venue		
	08.30 – 11.30	<b>Heritage Activity</b> Bandung Historical Walk and SIGA Group Picture	Downtown Bandung, Bandung City Hall	Walking tour with Amazing race format By team @10 - 15 participant  For participants who cannot join the walking tour due to health reason, please specify on registration form.

				Alternative tour will be arranged.
	11.30-12.30	Lunch	Bandung City Hall	
	12.30-13.00	Depart for SCA venue		
	13.00-15.00	<b>Social Contribution Activity:</b> <i>waste education, recycling activities, making 'Biopori', create a mural with SSEAYP message, and cooking Sundanese traditional snacks</i>	Cibunut Village	Participants to prepare small gifts/ snacks to share with local residents  Choose preference on registration form
	15.00-16.30	Depart to the hotel, change of clothes.	Hotel	
	16.30	Depart for Art Activity venue		
	18.00 – 22.30	Dinner <ul style="list-style-type: none"> <li>• SI Raffle</li> </ul> <b>Art Activity</b> Angklung Workshop Angklung Interactive Farewell <ul style="list-style-type: none"> <li>• Speech by the representative of the CoP</li> <li>• Hand over the next SIGA host</li> <li>• Marketing by the next host</li> <li>• Photo Session by Contingent</li> </ul>	Saung Angklung Mang Udjo	Attire: C with blue theme  Next SIGA host will prepare presentation
DAY 4 MON, 23 April 2018	Starts 06.00	Check out & Departure		

### **Annex I - Flight Options**

All delegates coming from their respective countries are **encouraged to fly in to Bandung City (BDO)**.

To get to Bandung, delegates may get connecting flights from their country preferably via Denpasar (Bali), Surabaya, Singapore or Kuala Lumpur. Please note that flights from Jakarta to Bandung are only from Halim Perdana Kusuma (HLP) airport, not from Soekarno-Hatta International Airport (CGK).

However If you arrive in Soekarno-Hatta International Airport (CGK), please refer to **Annex V - Alternative Transportation**.

Here are some flight / route options in going to Bandung. Kindly note that these are suggested routes by the committees, participants may wish to choose their own their preference for their convenience.

The Committee will provide pick-up services in Bandung Husein Sastranegara International Airport (BDO) and Bandung Train Station at the designated time.

From	Transit	To
Brunei Darussalam (BWN)	Denpasar/Bali (DPS) Surabaya (SUB) Kuala Lumpur (KUL)	Bandung (BDO)
Cambodia (PNH/REP)	Denpasar/Bali (DPS) Bangkok (DMK) Kuala Lumpur (KUL) Singapore (SIN)	Bandung (BDO)
Japan (NRT/HND)	Denpasar/Bali (DPS) Surabaya (SUB) Singapore (SIN)	Bandung (BDO)
Lao PDR	Bangkok (DMK) Kuala Lumpur (KUL) Singapore (SIN)	Bandung (BDO)
Malaysia	Direct flights available Surabaya (SUB) Medan (KNO) Singapore (SIN)	Bandung (BDO)
Myanmar	Kuala Lumpur (KUL) Singapore (SIN) Bangkok (DMK)	Bandung (BDO)
Philippines	Denpasar/Bali (DPS) Kuala Lumpur (KUL)	Bandung (BDO)
Singapore	Direct flights available Surabaya (SUB) Denpasar/Bali (DPS) Kuala Lumpur (KUL)	Bandung (BDO)
Thailand	Kuala Lumpur (KUL)	Bandung (BDO)
Viet Nam	Bangkok (DMK) Kuala Lumpur (KUL) Singapore (SIN)	Bandung (BDO)



## **Annex II - Extend the Stay**

Participants wishing to extend their stay in Bandung are welcomed to join the Optional Tours after SIGA. The programs will be available for a fee.

Click this link: [“Bandung One Day Tour”](#) for the alternative tour information.

## **Annex IIIa - Information on Workshop with Entrepreneur**

Youthpreneurship derived from business who built and powered by youth, but not necessarily only dedicated for youth. Youthpreneurship define a trend created by Bandung youth to show their strong passion to make a change and empower the community.

Workshop with Entrepreneur is a follow up of Youthpreneurship theme. The workshop activity will consist of sharing knowledge, product presentation, and hands on experience. Through this experience participants are expected to be inspired and motivated to practice their knowledge about entrepreneurship, have strong connection to the product, and helps the business to get more exposure in social media.

Participants will be divided into groups of 35 to 75 people and visit workshop based on their preference. The line of business that will be visited products varies starting from craft, clothing, culinary, leather, etc. As follows:

1. **Coffee bean processing:** learn how to roast and make coffee
2. **Leather products making:** learn how to create products from leather
3. **Clothing productions:** learn how to make clothing
4. **Creative food industry:** learn how to make attractive food and gastronomy products
5. **Crafting:** learn how to make various crafts



*(for illustrative purposes only)*

Each participant will join only one of those six activities. On the Registration Form you must give your preference from 1 to 5. 1 for the most preferred and 5 for the less preferred. **For example:**

Coffee bean processing	4
Leather product making	1
Clothing production	3
Creative Food Industry	5
Crafting	2

For those who fill the Registration Form through Google Form provided, simply choose the preference by clicking the number on every point.

The committee will then decide which activity each participant will join, based on their preference.

### **Annex IIIb - Information on Bandung Historical Walk**

This activity will be co-coordinated with Bandung Heritage community. The community study and support the act of perseverance of historical building in Bandung. One of their campaign is to spread awareness about the importance of historical sites and share the knowledge through an activity called **Bandung Historical Walk**. Thus adapted to be the follow up activity for Heritage theme.



*(for illustrative purposes only, pictures by Bandung Trails)*

Participants will be divided into groups of 10 - 15 people. Groups will walk following several routes. Groups will given missions to complete and at posts will be given explanation about the historical sites.

Total distance around 3 kms and will take 1,5 to 2 hours walking time. For participants who are unable to join the walking tour because of health reason, there will be alternative tour using Bandros (Bandung touristic bus) which will take participants to be able to experience of Bandung Historical Walk as well.

All participant will gather up at finish point to take SIGA formation picture. After taking picture participants will enjoy lunch in the park and take a prayer at Al Ukhuwah Mosque nearby.

### **Annex IIIc - Information on Social Contribution Activities in Colorful Cibunut Village**

During Social Contribution Activity, participants are expected to take on active role in resolving issues faced by communities and society as whole and do our part to build vibrant kampong or 'Cibunut Berwarna'. The activities carried out by developing local culture, waste management campaign, and raising people awareness about environment.



The activities are

1. Mural Painting with SSEAYP Message,
2. Waste Recycling Activities,
3. Making 'Biopori',
4. Cooking Sundanese Traditional Snacks, and
5. Planting and Waste Management Education.

Each participant will join only one of those five activities. On the Registration Form you must give your preference from 1 to 5. 1 for the most preferred and 5 for the less preferred. For example:

Mural Painting with SSEAYP Message	2
Waste Recycling Activities	3
Making 'Biopori'	1
Cooking Sundanese Snacks	5
Planting and Waste Management Education	4

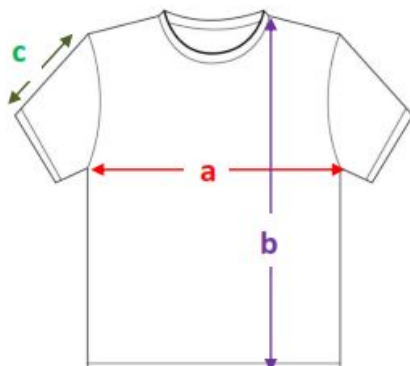
For those who fill the Registration Form through Google Form provided, simply choose the preference by clicking the number on every point.

The committee will then decide which activity each participant will join, based on their preference.



#### Annex IV – Measurement for T-Shirt size

##### ❖ T- Shirt & Polo Shirt



Size	Width in cm (a)	Length in cm (b)	Sleeve Length (c)
XS	46	65	18,5
S	48	67	20
M	50	69	21,5
L	52	71	23
XL	54	73	24,5
XXL	56	75	26
XXXL	58	77	27,5

Note: ± 1 cm tolerance

#### Annex V – Alternative Transportation

We highly recommend all the participants to **take direct transportation to Bandung**, as listed in **Annex I - Flight Options**.

The committee will only accommodate all the participants to El Royale Panghegar Hotel in two arrival spots, which are Husein Sastranegara Airport and Bandung Train Station. You may wish to indicate your itinerary through the registration form.

However, if you cannot get the flights to Bandung, you may wish to consider these alternatives to go to the venue.

1. **How to get to Bandung from Soekarno Hatta International Airport (CGK), Jakarta:**
  - a. After you arrive at CGK Airport you can take direct travel service to Bandung from the Airport (travel agent lists will be enclosed). Normally it will take 5-6 hours from CGK to Bandung depend on the traffic.
  - b. You can also get travel service to Bandung from outside of the airport. However, firstly you need to go from CGK to the pick up spots provided by the travel agents (the contact person will be enclosed).
  - c. You can use shuttle bus (DAMRI), it cost IDR 40.000, from the CGK airport to Gambir Station and then take another direct train to Bandung. The route is *CGK Airport – Gambir Station – Bandung Station* ( the bus and train price list will be enclosed).
  - d. You can take another flight from Jakarta to Bandung directly, but first you must go to Halim Perdana Kusuma Airport (HLP) which take around 1 hour from Soekarno Hatta Int. Airport (CGK) by bus or taxi.
2. **How to get to Bandung from Jakarta by train:**

- a. If you will arrive at Gambir Station (GMR) Jakarta, you can use direct route from Gambir to Bandung Station (BD). You can take executive, bussiness, and economic class from Gambir station (price lists will be enclosed).

### ALTERNATIVE TRANSPORTATION LIST

#### A. Travel Service List from CGK to Bandung

No.	Travel Agent	Price List	Counter Location	Contact Person
1.	Dianka Amerta Production	For Indonesian artipicants Rp 300.000 nett/one way  For International Participants USD 30 nett/one way JPY 3.000 nett/one way SGD 38 nett/one way	Pick up Location: Terminal 1 A/B/C Terminal 2 E/F Terminal 3  Also available for Bandung - CGK	Booking no later than 15 April 2018  Atmi Sulastri Phone +62811 1017 867 Email atmisulastri@dian kaproduction.com
2.	Primajasa	IDR 115.000	Terminal 1B Terminal 2F Terminal 3	Phone : (021) 55915555 SMS : 0853 194326336
3.	Xtrans	IDR 150.000 – IDR 250.000	Terminal 1 A/B/C Terminal 2 E/F Terminal 3	(021) 0815 1703 5555

#### B. Travel Agent List From Outside of CGK to Bandung

No.	Travel Agent	Price List	Pick Up Location	Contact Person
1.	Daytrans	± IDR 125.000	<ul style="list-style-type: none"> <li>• Atrium Senen</li> <li>• Thamrin City</li> <li>• Senayan City</li> </ul>	+622130296767

#### C. Train from Gambir Station Jakarta (GMR) → Bandung Station (BD)

No.	Train	Class	Price	Departure	Arrival	Durati on
1.	Argo Parahyangan	Economic (C)	IDR 80.000	08.45 10.30 15.30 18.45 20.00	12.01 13.39 18.39 21.54 23.14	± 3 hr 20m
2.	Argo Parahyangan	Executive (J)	IDR 100.000	08.45 10.30 12.35 15.30 18.45 20.00	12.01 13.39 16.00 18.39 21.54 23.14	
3.	Argo Parahyangan	Executive (I)	IDR 105.000	08.45 10.30	12.01 13.39	

				12.35 15.30 18.45 20.00	16.00 18.39 21.54 23.14	
4.	Argo Parahyangan	Executive (H)	IDR 115.000	08.45 10.30 12.35 15.30 18.45 20.00	12.01 13.39 16.00 18.39 21.54 23.14	
5.	Argo Parahyangan	Executive (A)	IDR 120.000	08.45 10.30 12.35 15.30 18.45 20.00	12.01 13.39 16.00 18.39 21.54 23.14	