

## Information Note for participants to the 10th Regional Steering Committee (RSC-10) Meeting

11-14 September 2013

Palm Garden Resort, Hoi An City, Quang Nam Province  
Viet Nam

1. **Dates:** The RSC will be held from 11-14 September, 2013, and the field visit will be on 14 September, 2013. The participants are expected to arrive in Hoi An city, Da Nang province, Viet Nam on 10 September, 2013 and leave Hoi An city on 14 September evening, or 15 September morning.
2. **Venue of the Meeting:** The meeting will be held at Lotus Room of the **Palm Garden Resort & Spa**, Lac Long Quan Street, Cua Dai Beach, Hoi An Town, Quang Nam Province, Viet Nam.  
Tel: 84.510) 3927.927  
Fax: (84.510)3927.928  
E-mail: [info@pgr.com.vn](mailto:info@pgr.com.vn)

Please visit the website ([www.palmgardenresort.com.vn](http://www.palmgardenresort.com.vn)) for more information.

**Resort description:** Set on 5 hectares of landscaped tropical garden in an enviable beach location, Palm Garden Resort offers a green environment with over 400 species of palm trees and plants right along a 220-meter stretch of the famous Cua Dai Beach in the UNESCO-recognized world heritage site of Hoi An Ancient City.

Hoi An's most glamorous and indulgent retreat, Palm Garden Resort has been awarded as the Green Hotel Standard 2010-2011 by ASEAN and since 2006 during five consecutive years for The Excellent Performance by Vietnam Economic Times and The Guide Magazine. The resort takes great pride in serving international events such as APEC Summit in 2006, ASEAN Summit in 2007, Miss Universe in 2008 and Miss Earth in November 2010. This confirms its position as one of the most luxurious and pampering places to stay in Vietnam.

### 3. Transportation

- Flights to Hoi An: The nearest airport is in Da Nang which has domestic connections to Hanoi, Ho Chi Minh City and Hue with Vietnam Airlines and VietJet Air and some international flights to, Singapore, Siem Reap. **Annex 1** gives the details for flights arriving and leaving Da Nang city. Please recheck those with your travel agent.
- Airport pick up and transfer: Organizers will arrange shuttle buses for all participants to meeting venue. These pre-organized shuttle transfers will be available on 10 September for arrivals as well as on 14 and 15 September for departures. **Participants are advised to provide advance notice at least three weeks prior to arrival of the name of carrier, flight**

***number, time of arrival and other related information to MFF Secretariat , to ensure that they are properly met on arrival at the international airport of Da Nang, Viet Nam.***

#### **4. Visa**

Nationals of most ASEAN countries: No visa is required if they plan to stay less than 30 days.

Nationals of South Korea, Japan, Russia, Norway, Sweden, Denmark, and Finland: No visa is required if they plan to stay less than 15 days (applied for both tourist and businessman).

Citizens of other countries are required to get an entry visa for Vietnam before departure or an approval letter for a Visa on Arrival (the visa issued on arrival at Vietnam International Airports).

If the visa is issued at International Airports, you are required to pay USD 45 for single entry visa, USD 65 for 1 month multiple entry visa and USD 95 for 3 month multiple entry visa.

For those who have visa issued in advance, the visa office of each Embassy or Consulate will inform you the visa fee when you applied there.

The time taken to process and decide on the application can be extended **by up to 15 calendar days** if necessary, therefore, visa applicants required to send **scan copy of passports** to Ms. Pham Hong Nhung at IUCN Viet Nam Country Office via [nhung.phamhong@iucn.org](mailto:nhung.phamhong@iucn.org) no later than **10 August 2013**.

#### **5. Accommodation and meal**

- MFF Secretariat will reserve rooms at Palm Garden Resort & Spa for all RSC members who confirm their participants. Internet is accessed in hotel rooms.
- Lunches from 11 September to 14 September will be provided. There will be a reception dinner outdoor within the area of Palm Garden Resort on 11 September 2013, and a joint evening in a traditional restaurant in Hoi An Ancient Town on 13 September 2013.

#### **6. Daily Subsistence Allowance (DSA)**

- All participants will receive lump sum DSA at the first day of meeting .

#### **7. Insurance**

MFF undertakes no responsibility in respect to life, accident, travel, or any related insurance coverage of the participants. The participants are requested to make their own arrangements regarding coverage for these eventualities.

#### **8. Field trip**

MFF Secretariat is organizing a field excursion for all participants on 14 September 2013. MFF Secretariat will provide transport and lunch for the field trip. *(Please see Annex 2 for details information of field visit site)*

## 9. Weather

The temperature in Hoi An is expected to be about 28-30°C and can be dropped lower. Light clothing is recommended. Please come prepared for the field visit (light clothes, hat, sunglasses, comfortable field shoes, rainwear, camera...).

## 10. Currency

The currency is Viet Nam Dong (VND). At the time of going to the Conference, the exchange rate is approximately 1 USD equals 21,000 VND. The United States dollar is widely accepted.

## 11. Electricity

The voltage in Viet Nam is 220 volts AC (50 Hz). Travelers are advised to bring a power converter and a adapter for three-pin square plugs.

**12. Contact** Participants are requested to contact the below for clarification and assistance.

Name	Contact details
Mrs Bui Thi Thu Hien, National Coordinator, MFF Viet Nam	Hien.buithithu@iucn.org
Ms Nathisha Pattrom, Executive Secretary, MFF Secretariat	Nathisha.pattrom@iucn.org
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Ms. Nhung, IUCN Viet Nam officer	nhung.phamhong@iucn.org; (Mobile: +84 1688664439)
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### Annex 1:

Flight time to Hanoi/Ho Chi Minh/Da Nang (see next page)

### Annex 2:

Field Trip Note (see next page)

## Annex 1: Flight Time from 9-15 Sep 2013

Date	Route	Time	Flight	Note
09/09-15/09/2013 ( daily flight)	HANOI(HAN)- DANANG(DAD)	HANDAD 0600 0715 HANDAD 0655 0810 HANDAD 0805 0920 HANDAD 1100 1215 HANDAD 1210 1325 HANDAD 1345 1500 HANDAD 1505 1620 HANDAD 2005 2120	1VN1501 2VN1507 3VN1509 4VN1515 5VN1517 6VN1519 7VN1521 8VN1527	
09/09-15/09/2013 ( daily flight)	DANANG(DAD)- HANOI(HAN)	DADHAN 0600 0710 DADHAN 0805 0915 DADHAN 0900 1010 DADHAN 1010 1120 DADHAN 1305 1415 DADHAN 1415 1525 DADHAN 1550 1700 DADHAN 2110 2220	1VN1500 2VN1504 3VN1508 4VN1510 5VN1514 6VN1516 7VN1520 8VN1528	
09/09-15/09/2013 ( daily flight)	HOCHIMINH(SGN)- DANANG(DAD)	SGNDAD 0915 1025 SGNDAD 1200 1310 SGNDAD 1315 1425 SGNDAD 1400 1510 SGNDAD 1555 1705 SGNDAD 1810 1920 SGNDAD 1900 2010 SGNDAD 1950 2100 SGNDAD 2100 2210	1VN1312 2VN1314 3VN1316 4VN1318 5VN1320 6VN1328 7VN1330 8VN1336 9VN1344	
09/09-15/09/2013 ( daily flight)	DANANG(DAD)- HOCHIMINH(SGN)	DADSGN 0600 0710 DADSGN 0700 0810 DADSGN 1115 1225 DADSGN 1515 1625 DADSGN 1755 1905 DADSGN 1900 2010 DADSGN 2010 2120 DADSGN 2100 2210 DADSGN 2150 2300	1VN1301 2VN1303 3VN1313 4VN1317 5VN1319 6VN1325 7VN1329 8VN1331 9VN133	
09/09-15/09/2013 ( daily flight)	DANANG(DAD)- BANMETHUOT(BMV)	DADBMV 1325 1435	1VN1021	
09/09-15/09/2013 ( daily flight)	BANMETHUOT(BMV)- DANANG(DAD)	BMVDAD 0745 0855	1VN1020	
09/09-14/09/2013 ( daily flight)	DANANG(DAD)- NHATRANG(NHA)	DADNHA 1600 1705	1VN1943	
09/09-15/09/2013 ( daily flight)	NHATRANG(NHA)- DANANG(DAD)	NHADAD 1755 1855	1VN1942	
09/09-15/09/2013 ( daily flight)	DA NANG(DAD)- DA LAT(DLI)	DADDLI 0610 0730	1VN1955	
09/09-15/09/2013 ( daily flight)	DALAT(DLI)- DANANG(DAD)	DLIDAD 0810 0930	1VN1954	
09/09-14/09/2013	DA NANG(DAD) HAI	DADHPH 1010 1145	1VN7670	

Date	Route	Time	Flight	Note
( daily flight)	PHONG(HPH)	DADHPH 1450 1625	2VN1672	
09/09-15/09/2013 ( daily flight)	HAIPHONG(HPH)- DANANG(DAD)	HPHDAD 1225 1410 HPHDAD 1705 1850	1VN7671 2VN1673	
09/09-15/09/2013 ( daily flight)	DA NANG(DAD)- VINH(VII)	DADVII 0935 1050	1VN1020	
09/09-15/09/2013 ( daily flight)	VINH(VII)- DA NANG(DAD)	VIIDAD 1130 1245	1VN1021	
09/09-15/09/2013 ( daily flight)	DA NANG(DAD)- SIEM RIEP(REP)	DADREP 1410 1635	1VN 825	
09/09-15/09/2013 ( daily flight)	SIEM RIEP(REP) -DA NANG(DAD)	REPDAD 1715 1930	1VN 824	
09/09/2013	DA NANG(DAD)- SINGAPORE(SIN)	DADSIN 1830 2215 ( direct flight)	1MI 633	
	SINGAPORE(SIN)- DANANG(DAD)	SINDAD 1435 1750 (Via REP)	1MI 633	
10/09/2013	DA NANG(DAD)- SINGAPORE(SIN)	DADSIN 1620 2135 (via REP)	1MI 636	
	SINGAPORE(SIN)- DANANG(DAD)	SINDAD 1355 1540 (direct flight)	1MI 636	
11/09/2013	DA NANG(DAD) SINGAPORE(SIN)	DADSIN 1620 2135 (via REP)	1MI 636	
	SINGAPORE(SIN)- DANANG(DAD)	SINDAD 1355 1540 (direct flight)	1MI 636	
12/9/2013	No flight			
13/09/2013	DA NANG(DAD)- SINGAPORE(SIN)	DADSIN 1020 1540 ( via REP)	1MI 630	
	SINGAPORE(SIN)- DANANG(DAD)	SINDAD 0755 0940 (direct flight)	1MI 630	
14/09/2013	DA NANG(DAD)- SINGAPORE(SIN)	DADSIN 1830 2215 (direct flight)	1MI 633	
	SINGAPORE(SIN)- DANANG(DAD)	SINDAD 1435 1750 (via REP)	1MI 633	
15/09/2013	DA NANG(DAD)- SINGAPORE(SIN)	DADSIN 1830 2215 (direct flight)	1MI 633	

## Annex 2: Field Trip Note

### Option 1: Cu Lao Cham MPA

Cu Lao Cham is known as a beautiful island with various wild animals and legendary landscapes.

The large island consists of eight islets, 20 Km off the coast from Hoi An Ancient Town in Quang Nam Province. Cu Lao Cham Island has wonderful sand beaches, forested hills and the sea. With primitive landscape, the island is ideal for camping, swimming and scuba diving to enjoy the corals and beautiful marine life.

At the summer, if you reach for the island by normal boat, it takes 2 and half hour, but only 30 minutes by speed boat. There are 10 guesthouses for tourists who don't want to spend the night in a tent on the beach. Transport from the mainland to the islet is quite comfortable.



### History

Humans have inhabited Cu Lao Cham for at least 2,500 years (whereas Hoi An only 2,000 years). These were holy islands to the Cham people. The Cham are a Malayo-Polynesian people who originally settled in Sa Huynh, Central Vietnam, around 200 B.C. The Champa Kingdom was created in Hue region around 200 A.D. and lasted until 1835.

Up to now, Cu Lao Cham has preserved many architectural constructions which date back to the 18<sup>th</sup> and 20<sup>th</sup> century. They include the shrine dedicated to Than Yen Sao, built in 1843 at Bai Huong and Hai Tang Pagoda, built in 1753 on the western hillside of Hon Lao. Still, Cu Lao Cham has more to offer. After a three-hour canoe trip, one may hop over to the famed Well of the Cham people.

### Topography

The island comprises an archipelago of one large island and seven smaller islands. The largest island - Hon Lao, covering 1,317 ha, is circle shape at the high of 500m. There are nice beaches at Bim and Ong beach. The topography of Cu Lao Cham Island is dominated by two peaks: a 517m peak in the centre of the island and a 326m peak at the western end. Natural forest here covers 532 ha of the nature reserve, equivalent to 35% of the total area, while plantation forest covers a further 30 ha.

## **Biodiversity values**

According to the report on marine resources survey conducted by Department of Fisheries, Department of Science, Technology, and Environment of Quang Nam Province and Nha Trang Institute of Oceanography, there are 135 species in 35 genera of corals found around Cu Lao Cham. There are 202 species in 85 genera and 36 families of fish; and 4 species of lobsters and 84 species of mollusks identified.

Vietnamese Government together with Danish Government DANIDA funded the Cu Lao Cham Marine Park Administration which created Vietnam's second marine park. The expected zone for Cu Lao Cham marine protected area (MPA) included eight islands and 5,175 ha of water surface with 165 ha of coral reef, 500 ha of seaweed and sea grass beds, which provide habitat for various valuable fish species.

The water environment around the Cham Islands is an important fishery ground. Several marine products of high economic value, such as lobsters, groupers, snappers, crabs, shrimps, and clams, occur in the area. The islands' coral reefs are an important area for shelter, nursery, and food providing for marine resources.

## **MFF Medium Grant Facility Project sites**

MGF project implemented by MCD with title "Improving the community livelihoods resilience and adaptive management of locally managed marine reserves (LMMA) of Vietnam: from local actions to national network" has received grant from MFF recently have project site in Bai Huong, Cu Lao Cham MPA; Management Board of Bai Huong sub Marine Protected Area was officially established in 2011 in a decision issued by Tan Hiep commune People's Committee. Members of the Board include governmental officers from Tan Hiep commune, and community group. Main objective of this project is: "Network of Locally managed marine reserves in Vietnam is enhanced, contributing to the improved ecosystems and livelihoods of the local community and the national network of MPA", Bai Huong will benefit from the project activities with expected results:

- Capacity of LMMA managers and communities in the project sites is enhanced
- Management Plan is endorsed and shared with Vietnam LMMA network.
- Resilience to CC in community livelihood is improved
- The project is managed effectively.

## Option 2: Explore the Bay Mau Nypa Palm forest

Hoi An one of the city have three major rivers that is Thu Bon river, Truong Giang river and Đe Vong river and with a mangrove forest of coconut water is a wonderful destination.

The Nypa Palm (water coconut) forests named Bay Mau located 5 km to the East of Hoi An city (2 and 3 village, Cam Thanh commune) is surrounded by water. It was a revolutionary base in the resistance and is one of the core zone of Biosphere Reserves Hoi An - Cham Island.



Bay Mau Nypa Palm forest is not only a monument has special historical value, it is also a unique ecological area with water flooded forests charming landscapes. Nowadays it has been narrowed to only 58ha of forest, but Nypa palm is still a rare feature in wetland.

### MFF Medium Grant Facility Project site

CRES recently received the MFF MGF grant for implementing the project with title “Sustainable Use of Cam Thanh Nypa Wetlands, Hoi An City, Quang Nam Province”. Project goal is “Coastal communities in Vietnam manage their natural resources sustainable and maintain a good quality of life due to such management”.

The objective of project over two year “Local communities of Cam Thanh commune use the Nypa wetland in a sustainable way and getting economic benefits from them” with expected results as follow:

- Awareness and capacity on sustainable use of Nypa wetland of stakeholders in Cam Thanh Commune is raised
- A model for community-based ecotourism is created and operated
- The project is properly managed



### Option 3: Hoi An Ancient Town

With the total area of 60km<sup>2</sup>, Hoi An City is located in Quang Nam Province, at the lower section of Thu Bon River, about 50km to the northeast of Tam Ky City (the capital of Quang Nam Province) and 30km to the south of Da Nang City. The city has 13 communes, wards (9 wards, 3 mainland communes and 1 island commune). Tan Hiep Island Commune has the area of 15km<sup>2</sup>, includes 7 islands, of which the largest one is Cham Island (Cu Lao Cham).



The population of Hoi An City is about 88,933 inhabitants (2009). Mostly of which are Viet (Kinh) and Hoa (Chinese) groups.

Hoi An City is located in the region of tropical monsoon climate. Hoi An's annual average temperature is 25°C, air humidity is 82%, rainfall reaches up to 2,066mm.

From the 16<sup>th</sup> to 19<sup>th</sup> century, Hoi An used to be an international trade center on the East - West commercial itinerary and also the busiest trading port in Dang Trong (the South region of Viet Nam). Merchant ships from Japan, China, Portugal, Spain, and Netherlands... often stopped here to exchange and purchase commodities.

In the progresses of establishment and development, Hoi An was known with many difference names as *Faifo*, *Haisfo*, *Hoai pho*, *Ketchem*, *Cotam*... Archaeological and architectural relics prove that Hoi An was an important meeting place of many cultures, such as Champa, Viet Nam, Japan and China...

Until now, a complex of ancient architecture relics in Hoi An has been preserved mostly intact, including many old houses, assembly halls, temples, pagodas, wells, bridges, churches, ports, markets, roads... with mossy ancient color. According to statistics, the relics in Hoi An are classified into 11 categories, including 1,068 ancient houses, 19 pagodas, 43 temples, 23 communal houses, 38 family worship houses, 5 assembly halls, 11 ancient wells, 1 bridge, 44 ancient tombs... The existence of Hoi An Ancient City is the only case in Viet Nam and also rare in the world. Hoi An is considered as a living museum of architecture and urban lifestyle.

Besides diverse architectures, Hoi An also keep quite grandiose intangible culture values. Daily life of the locals with customs, religious activities, folk art, festivals, traditional craft villages, and specialty dishes... have been preserved and promoted.

Hoi An also has 7km-coastline that is favorable for tourism development, of which Cua Dai Beach is one of the nicest and cleanest beaches in Viet Nam.

In December 1999, Hoi An Ancient City was recognized as World Cultural Heritage by UNESCO.