

# PRACTICAL INFORMATION FOR PARTICIPANTS

Version as of 01/11/2014

Prepared by
UNESCO ESD Youth Conference Secretariat
@The Goi Peace Foundation

This booklet contains practical information you might need when attending the UNESCO ESD Youth Conference in Okayama. Preliminary information about the World Conference on ESD in Aichi-Nagoya is also contained, but more details will be provided by UNESCO separately.

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# 1. Schedule and Venues

Date	Agenda	Venue
5 November	Arrival at Kansai International Airport, Osaka	
	* Participants will be met by the Logistics Support Team	
	at the airport, and transfer to hotel by shuttle bus or	
	train.	
	Check in at hotel	Best Western Hotel
	Dinner - meal coupon provide (if dinner is not served on	Kansai Airport
	flight)	,
6 November	Breakfast (Open from 06:30)	Hotel (1st floor)
	07:15	
	Meet at hotel lobby	
	* Please check out of your room in advance and settle	
	any personal charges.	
	Transfer to Okayama by chartered bus (approx. 4	
	hours)	
	11:30	
	Arrive at Hotel Granvia Okayama to temporary check in	
	baggage.	
	Transfer to restaurant (by bus)	
	12:00-13:00	Restaurant Purity
	Lunch at restaurant	Makibi
	Transfer to conference venue (by foot)	Manio
	13:30-14:00	Okayama
	Registration	International Center
		Thermational ochici
	14:00-16:30 UNESCO ESD Youth Conference	
	Pre-conference session  Transfer to Opening Coremony venue (by bug/feet)	
	Transfer to Opening Ceremony venue (by bus/foot)	Okovomo
	18:00-21:00	Okayama
	Opening Ceremony hosted by Okayama Committee	Symphony Hall
	for UNESCO World Conference on ESD	
	(Light meal served at reception)	
	21:00 Manda at the planting standard at a second	
	Meet at the designated place	
	Transfer to hotel after collecting baggage at Hotel	
	Granvia Okayama (by bus/foot)	
	21:30	Hotel Via Inn
	Check in at hotel	Okayama
	Snack provide	
7 November	Breakfast (Open 06:30∼)	Hotel (lobby floor)
	08:30	
	Meet at hotel lobby	
	*Remember to bring your conference material from	
	yesterday	
	09:00-17:30	Okayama
	UNESCO ESD Youth Conference	International Center
	(Lunch provided at venue)	international ocinion
	18:00-20:30	Hotel Granvia
	Farewell party hosted by Okayama Committee for UNESCO World Conference on ESD	Okayama
	(Buffet dinner included)	

8 November	Breakfast (Open from 06:30)	Hotel (lobby floor)
	Excursion hosted by Okayama City (All day)  * Departure time depends on the course. Course A: Meet at lobby at 08:15 Course B: Meet at lobby at 08:15 Course C: Meet at lobby at 08:15 Course D: Meet at lobby at 07:20 (Lunch provide during excursion) Excursions finish at Ishiyama Park around 17:00-18:00.  Dinner - Free time at the World Kitchen Fair at Ishiyama Park	4 options (See next section.)
	* Please use meal allowance provided in advance.  Return to hotel on your own using tram to Okayama station.	
	For drafting committee members:  Meet at hotel lobby at 08:45  Drafting committee meeting (All day)	Okayama International Center 3rd floor
9 November	Breakfast (Open from 06:30)	Hotel (lobby floor)
	O7:45  Meet at hotel lobby  * Please check out of your room in advance and settle any personal charges.  Transfer to Nagoya by chartered bus (approx. 6 hours) (Lunch box provided on bus)	
	15:00 Check in at hotel in Nagoya	Hotel Route-Inn Nagoya Sakae
	Evening (time to be determined)  Meet at hotel lobby  * Please bring your passport for registration!  Transfer to reception venue (by bus)	
	19:00-21:00 Registration to receive conference badges Welcome reception hosted by Government of Japan (Buffet dinner included)	Westin Nagoya Castle
	21:00 Meet at the designated place Transfer to hotel (by bus)	
10 November	Breakfast (Open from 06:30)  07:15  Meet at hotel lobby  Transfer to conference venue (by train/foot)	Hotel (1st floor)
	08:30 Arrival at venue and receive conference material	Nagoya Congress Center
	09:15-18:45 UNESCO World Conference on ESD (Lunch provided at venue) 19:00-21:00 Welcome reception hosted by Aichi-Nagoya Committee (Buffet dinner included)	

	21:00 Meet at the designated place	
11 November	Transfer to hotel (by train/foot)	Hotel (1st floor)
i i November	Breakfast (Open from 06:30)	notel (1st 11001)
	07:30	
	Meet at hotel lobby  Transfer to conference venue (by train/foot)	
	08:30	Nagoya Congress
	Arrival at venue	Center
	09:00-17:30	
	UNESCO World Conference on ESD	
	(Lunch provided at venue)	4 antions
	18:00-22:00  Excursion hosted by Aichi-Nagoya	4 options
	(Dinner provided during excursion)	
	Return to hotel from tour finishing point on your own	
12 November	Breakfast (Open from 06:30)	Hotel (1st floor)
	07:30	
	Meet at hotel lobby	
	Transfer to conference venue (by train/foot)	
	08:30	Nagoya Congress
	Arrival at venue	Center
	09:00-17:15	
	UNESCO World Conference on ESD (Lunch provided at venue)	
	13:30-14:30	Nagoya Congress
	Closed meeting of Youth Conference participants	Center
		(3rd floor,
		Room 231B) *to be confirmed
	18:00-22:00	4 options
	Excursion hosted by Aichi-Nagoya	•
	(Dinner provided during excursion)	
	Return to hotel from tour finishing point on your own	
13 November	Departure from Central Japan International Airport	
	(Chubu Centrair), Nagoya to home (unless otherwise arranged with Logistics Support Team)	
	*Logistic Support Team will inform meeting time/place	
	for each participant and provide guidance for transfer to	
	airport.	

### 2. Excursion

On 8 November, participants (other than the drafting committee members) will join one of the four excursion courses hosted by Okayama City. Please remember to bring your conference badge, tram ticket, and *Okayama Omotenashi Guide Book*.

### **Course A** 09:00-17:30 / Meet at lobby at 08:15

Trees Turn Into Energy! Experience the Life in Satoyama (community forests) for the Next Generation

Phillip Egessa	Irina Fedorenko
Kerstin Forsberg	Abbas Hassan
Alexandr Iscenco	Matcha Phorn-in

# Course B 09:00-17:00 / Meet at lobby at 08:15

Tour in Collaboration of Kagamino-cho Town Office and Yamada Bee Farm Environmental Class Tour: "The Largest Group of Potholes in the East and the Tunnel of Red Colored Autumn Leaves" Version

Tariq Al Olaimy	Nuhaila Al Sulaimani
Taichiro Fujino	Eman Hamdan
Marcello Hernandez	Surya Karki
Stefan Knights	David Montero Jalil
Pham Thuy Trang	Ingrid Moum Rieser

# Course C 09:00-17:00 / Meet at lobby at 08:15

Thinking of the Historical Romance! Leisurely Walk around the Castle in the Sky and Castle Town Japanese Black Tea Made from the Nature of Takahashi for Everyone in the World! A Project to Resurrect the Ruined Tea Gardens

Nami Akinaga	Davaajargal Batdorj
Hajar Benmazhar	Sophy Buinimasi
Zahnela Claxton	Mahmoud El-Refai
Hussain Haider	Hussam Hussein
Ahamed Kishor	Stefan Manevski
Jodykay Maxwell	Manus McCaffery
Oluwafunmilayo Oyatogun	Narayan Silva
Madison Vorva	Souha Werghy
Daniela Zallocco	

# Course D 08:00-18:00 / Meet at lobby at 07:20

Experience the New Urban Development Opened Up with Environment and Art

Mohammed Almaqri	Zo Hanitry Ny Ala Andriambalohery
Alhagie Haruna Cham	Leah Davidson
Yuri Nakao	Nickson Otieno
Umeda Qodirqulova	Anna Vickerstaff
Mawuse Hor Vormawor	

<sup>\*</sup> For excursions on 11 November and 12 November in Aichi-Nagoya, please join the courses you registered online.

### 3. Hotel Accommodation

Osaka (5 November) Best Western Hotel Kansai Airport

4066 Hineno, Izumisano, Osaka

TEL: +81 (72) 460-1900

Okayama (6-8 November) Hotel Via Inn Okayama

1-25 Ekimoto-cho, Kita-ku, Okayama, Okayama

TEL: +81 (86) 251-5489

Nagoya (9-12 November) <u>Hotel Route-Inn Nagoya Sakae</u>

4-7-12 Sakae, Naka-ku, Nagoya, Aichi

TEL: +81 (52) 259-7300

Each hotel room has amenities such as bath towels, shampoo & conditioner, body soap, toothbrush, toothpaste, razor and hair dryer.

### 4. Meals

All meals during your stay in Japan (from dinner on 5 November to your last meal before your departure on 13 November) will be provided by the organizers. For dinner on 8 November and any other meals that are not provided, an allowance will be provided instead.

Please note that participants' special dietary requirements are being considered but we may not be able to meet all requests for every meal. Please check the labels on food that is served, inquire if you have questions and be responsible for what you eat.

# 5. On-site registration

For security reasons, both in Okayama and Nagoya, conference badge is mandatory at all times to gain access to the venues of the conference and related events.

# **UNESCO ESD Youth Conference:**

On 6 November, all participants will arrive at the Okayama International Center by bus for registration and receive a conference badge. This badge is valid for the events in Okayama only.

# World Conference on ESD:

On 9 November, conference badges will be issued at the evening reception venue. **IMPORTANT:** All participants must have their passport with them in order to register.

On 10 November, you will need to present your conference badge in order to receive your conference material and a free subway pass.

# 6. Programme of the UNESCO ESD Youth Conference

(See separate document)

# 7. Provisional Timetable for the World Conference on ESD

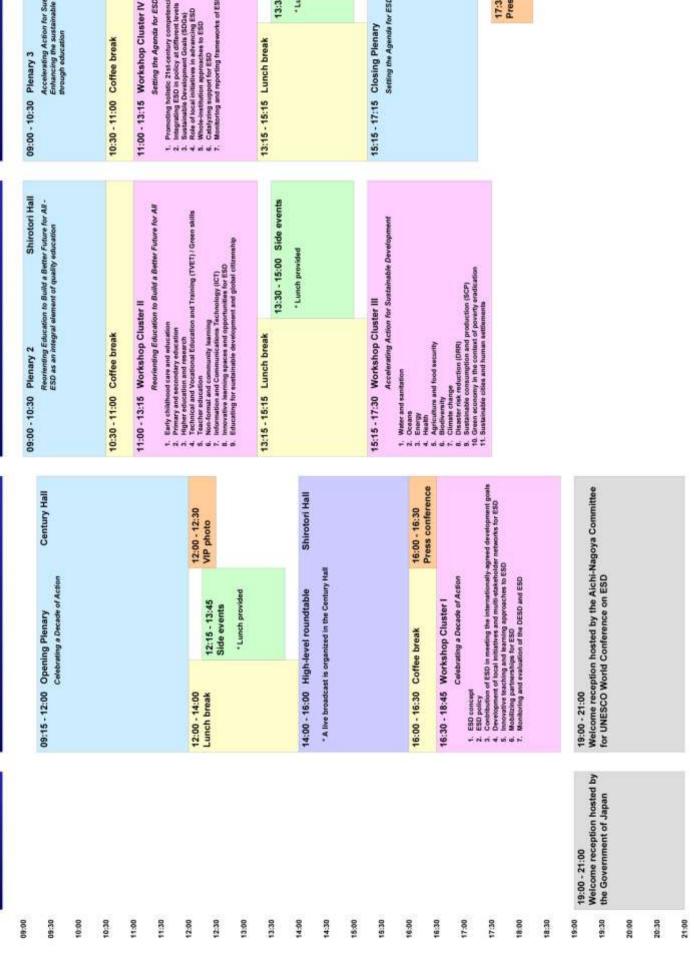
(See next page.)

# **Provisional Timetable** . UNESCO World Conference on Education for Sustainable Development

11 November

10 November

9 November



Shirotori Hall Accelerating Action for Sustainable Development -Enhancing the sustainable development agenda through education 10:30 - 11:00 Coffee break

12 November

Promoting hotistic 21st-century competencies
Integrating ESD in policy at different levels
Sustainable Development Goals (SDGs)
Role of local initiatives in advancing ESD
Role of local initiatives in advancing ESD
Catalyzing support for ISD
Catalyzing support for ISD
Monitoring and reporting frameworks of ESD beyond 2014 Setting the Agenda for ESD beyond 2014

13:30 - 15:00 Side events · Lunch provided

Century Hall Setting the Agenda for ESD beyond 2014

Press conference 17:30 - 18:15

# 8. General Information about Japan

### **Time Zone**

All of Japan is in the same time zone, GMT/UTC + 9 hours, which is usually referred to as Japan Standard Time (JST). There is no daylight savings time system.

### Weather

Average temperatures in Okayama and Nagoya in November range between 7.5°C (45°F) and 17°C (63°F). A jacket, sweater, or similar items are appropriate. A coat may be needed on some days. We recommend that you also bring an umbrella.

### Official Language

The official language in Japan is Japanese. English is spoken and understood in some hotels and restaurants.

### **Currency, Traveler Checks, Credit Cards and Exchange Rates**

The Japanese currency is called the yen (JPY: Japanese Yen). The current exchange rate (as of October 2014) is approximately 1 Euro = 140 JPY and 1 USD = 110 JPY.

Cash is the most widely accepted method of payment, and you can pay for a 99 yen product with a 10,000 yen note. You can exchange money at the airport, foreign exchange banks, larger post offices, a limited number of hotels, and other authorized exchanges upon presentation of your passport. Bank counters are open 9 am to 3 pm, post office financial services from 9 am to 4 pm. We encourage you to exchange your money at the airport upon arrival. There is not much difference in exchange rates and commissions between banks in the city and at the airport.

You can draw cash on your credit card or debit card at ATM cash machines at all post offices (found in every neighborhood; not 24 hrs) and in all 7-Eleven stores (usually open 24 hrs). These ATMs accept most overseas debit cards and credit cards with PINs. Other bank ATMs in Japan generally do not accept overseas cards.

Major credit cards such as Visa, Mater Card, American Express, Diners Club and JCB are widely accepted at hotels, department stores, shops and restaurants. Many smaller business accept only cash. Bank cards or debit cards cannot be used for payment in Japan.

Traveler's checks are only accepted for exchange in banks and post offices, and, in general, cannot be used to purchase goods and services.

### Consumption/Sales Tax

There is a flat rate 8% consumption tax (sales tax) on all purchases. For visitors with temporary stay status, some products including food, medicines and cosmetics are tax-exempt at participating stores.

\*See the Japan Tax-free Shopping Guide at <a href="http://tax-freeshop.jnto.go.jp/eng/index.php">http://tax-freeshop.jnto.go.jp/eng/index.php</a> for further details.

### Tipping

Tipping is not practiced in Japan for any services.

### **Electricity**

The voltage used throughout Japan is uniformly 100 volts, AC, with frequency of 60Hz in Okayama and Nagoya. All outlets accept only Type A plug (2-flat-pin plugs). It is therefore advised to purchase a plug adapter beforehand if needed.

Type A plug

### Water

Tap water is safe for drinking in Japan. Mineral water and other beverages can be purchased at supermarkets, convenience stores, vending machines, etc. A 500 ml bottle of mineral water costs about JPY150.

# **Mobile Phones & Telephones**

### Mobile phones:

While most newer mobile phone models can be used in Japan, many older phones may not work due to different technologies. Most importantly, there is no GSM network in Japan, so GSM-only phones do not work. The following are needed for a handset to work in Japan:

The handset must be compatible with a Japanese mobile phone network (typically 3G UMTS 2100 MHz, 3G CDMA2000 800 MHz, or LTE band 1). Most modern 3G and 4G phones are compatible with one or more of these networks. Compatible handsets may be used via international roaming (check with your home provider for details) or a rental or prepaid SIM card from a Japanese carrier (unlocked handsets only). Alternatively, phones with WiFi connectivity can use internet-based (VoIP) telephone services, such as Skype, when connected to a WiFi network.

Mobile phones are available for rental at international airports. It is possible to pick up a phone at Kansai International Airport and return it at Chubu Centrair or another international airport.

### Public telephones:

Public telephones can be found in hotels, the conference venue, and throughout the city. International calls can be made from NTT grey public telephones and others that are marked as such. Telephone cards are sold at convenience stores, kiosks and vending machines.

### In-room telephones at hotels:

Both international and domestic calls can be made from in-room telephones, although the telephone charges are rather high. The charges can be settled at the time of check out. Optionally, prepaid cards for international calls can be purchased upon arrival at the airport to use in the hotel rooms.

### **Internet Access**

### At hotels:

In Osaka and Nagoya, WiFi is available in the rooms.

In Okayama, LAN cable access is available in the rooms while WiFi is available in the lobby.

### At conference venues:

In Okayama, WiFi is likely to be available, but this is still to be confirmed.

In Nagoya, WiFi is available at conference venue.

### SIM cards

SIM cards can be purchased at the JAL/ABC arrival counter on the first floor of Kansai Airport.

OCN <a href="http://service.ocn.ne.jp/mobile/one/visitor/en/">http://service.ocn.ne.jp/mobile/one/visitor/en/</a>

So-net http://www.so-net.ne.jp/prepaid/en/

### WiFi router rentals

Online reservation is required prior to arrival. On-the-day rentals are possible without prior reservation only when in stock.

JAL/ABC <a href="http://www.jalabc.com/english/index.html">http://www.jalabc.com/english/index.html</a> <a href="https://www.worldke-tai.com/en/index.jsp">https://www.jalabc.com/english/index.html</a> <a href="https://www.worldke-tai.com/en/index.jsp">https://www.jalabc.com/english/index.html</a> <a href="https://www.worldke-tai.com/en/index.jsp">https://www.worldke-tai.com/en/index.html</a>

SoftBank <a href="http://www.softbank-rental.jp/e">http://www.softbank-rental.jp/e</a>

### **Prayer Rooms**

### In Okayama:

Prayer Room is located on the 2<sup>nd</sup> floor of the Okayama Convention Center.

### In Nagova:

Prayer Room is located on the ground floor of the Nagoya Congress Center.

### **Smoking**

Smoking is not permitted inside the conference venues, except for designated smoking areas. Most of the public spaces in Japan are smoke-free.

### 9. Tourist Information

Useful websites for visitors:

Japan National Tourist Organization japan-guide.com <a href="http://www.jnto.go.jp/eng/">http://www.jnto.go.jp/eng/</a>
<a href="http://www.jnto.go.jp/eng/">http://www.jnto.go.jp/eng/</a>
Osaka Government Tourism Bureau <a href="http://www.japan-guide.com/">http://www.japan-guide.com/</a>

Okayama Visitors & Convention Association <a href="http://okayama-kanko.net/sightseeing/index.php?lg=en">http://okayama-kanko.net/sightseeing/index.php?lg=en</a>

Nagoya Convention & Visitors Bureau <a href="http://www.nagoya-info.jp/en/">http://www.nagoya-info.jp/en/</a>

# 10. Emergency Contacts

### In Osaka

Logistics Support Team Mobile: 070-6513-8389

### In Okayama and Nagoya

The Goi Peace Foundation Tatsuru Nakayma Mobile: 070-6475-1748

The Japan National Tourism Organization also gives detailed emergency information <a href="http://www.jnto.go.jp/eng/arrange/essential/emergency/index.html">http://www.jnto.go.jp/eng/arrange/essential/emergency/index.html</a>

A nurse will be stationed at the conference venue in Okayama. Emergency first aid and a medical unit is available at the venue in Nagoya.

# 11. Disclaimer

The Secretariat of the UNESCO ESD Youth Conference and the World Conference on ESD disclaim all responsibility for medical, accident and travel insurance, for compensation for death or disability, for loss of or damage to personal property and for any other loss that may be incurred during travel time or the period of participation. In this context, it is strongly recommended that participants secure prior to departure international medical insurance and travel insurance for the period of participation.

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# 12. Embassies in Japan

AFRICA	
	Embassy of Ethionia
Embassy of Cameroon	Embassy of Ethiopia
Tel. +81-(0)3-5430-4985	Tel. +81-(0)3-5420-6860/1
Embassy of Ghana	Embassy of Kenya
Tel. +81-(0)3-5410-8631/3	Tel. +81-(0)3-3723-4006/7
Embassy of Madagascar	Embassy of Nigeria in Japan
Tel. +81-(0)3-3446-7252/4	Tel. +81-(0)3-5425-8011
Honorary Consulate-General of Sierra Leone	Honorary Consul-General of the Gambia (in
Tel. +81-(0)3-6895-8555	the Philippines)
	Ms. Huibon Hoa Maria Agnes
	Tel: +63-918-916-1904
Embassy of Uganda	Embassy of the Zimbabwe
Tel. +81-(0)3-3462-7107	Tel. +81-(0)3-3280-0331/2
ARAB STATES	
Embassy of Bahrain	Embassy of Egypt
Tel. +81-(0)3-3584-8001	Tel. +81-(0)3-3770-8022/3
Embassy of Iraq	Embassy of Jordan
· ·	Tel. +81-(0)3-5478-7177
Tel. +81-(0)3-5790-5311	
Embassy of Lebanon	Embassy of Morocco
Tel. +81-(0)3-5114-9950	Tel. +81-(0)3-5485-7171
Embassy of Oman	General Mission of Palestine
Tel. +81-(0)3-5468-1088	Tel. +81-(0)3-5215-8700
Embassy of Tunisia	Embassy of Yemen
Tel. +81-(0)3-3511-6622/5	Tel. +81-(0)3-3499-7151/2
ASIA AND THE PACIFIC	, ,
Australian Embassy	Embassy of Fiji
Tel. +81-(0)3-5232-4111	Tel. +81-(0)3-3587-2038
Embassy of India	Embassy of Mongolia
Tel. +81-(0)3-3262-2391/7	Tel. +81-(0)3-3469-2088
Embassy of Nepal	Embassy of Pakistan
Tel. +81-(0)3-3713-6241/2	Tel. +81-(0)3-5421-7741
Embassy of Sri Lanka	Royal Thai Embassy
Tel. +81-(0)3-3440-6911/2	Tel. +81-(0)3-5789-2433
Embassy of Viet Nam	
Tel. +81-(0)3-3466-3311/3313/3314	
EUROPE AND NORTH AMERICA	Ţ
Embassy of Canada	Embassy of Germany
Tel. +81-(0)3-5412-6200	Tel. +81-(0)3-5791-7700
Embassy of Italy	Embassy of Macedonia
Tel. +81-(0)3-3453-5291	Tel. +81-(0)3-5212-1977
Embassy of Moldova (in China)	Embassy of the Netherlands
Tel. +86-(0)10-6532-5494	Tel. +81-(0)3-5776-5400
Royal Norwegian Embassy	Embassy of Russia
Tel. +81-(0)3-6408-8100	Tel. +81-(0)3-3583-4224
Embassy of Tajikistan	British Embassy
Tel. +81-(0)3-6427-2625	Tel. +81-(0)3-5211-1100
Embassy of the United States of America	
Tel. +81-(0)3-3224-5000	
LATIN AMERICA AND THE CARIBBEAN	1
Embassy of Argentina	Embassy of Brazil
Tel. +81-(0)3-5420-7101/5	Tel. +81-(0)3-3404-5211
Embassy of Colombia	Embassy of Costa Rica
Tel. +81-(0)3-3440-6451	Tel. +81-(0)3-3486-1812

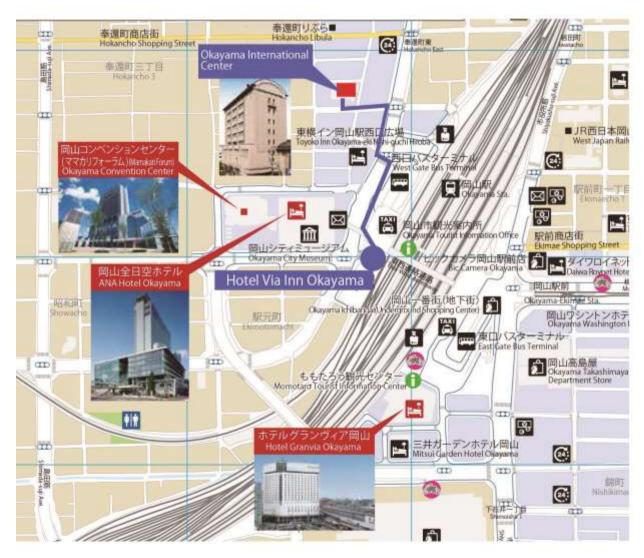
Embassy of Ecuador	Embassy of Guyana (in China)
Tel. +81-(0)3-3499-2800	Tel. +86-(0)10-6532-1337
Embassy of Honduras	Embassy of Jamaica
Tel. +81-(0)3-3409-1150	Tel. +81-(0)3-3435-1861
Embassy of Peru	Embassy of Saint Christopher and Nevis
Tel. +81-(0)3-3406-4243/4249	Tel. +1-869-465-6783

# 13. Access to Conference Venues

UNESCO ESD Youth Conference (Okayama International Center)

Directions from hotel to venue:

The Okayama International Center is a 5-minute walk from the Hotel Via Inn Okayama. (See map below.)



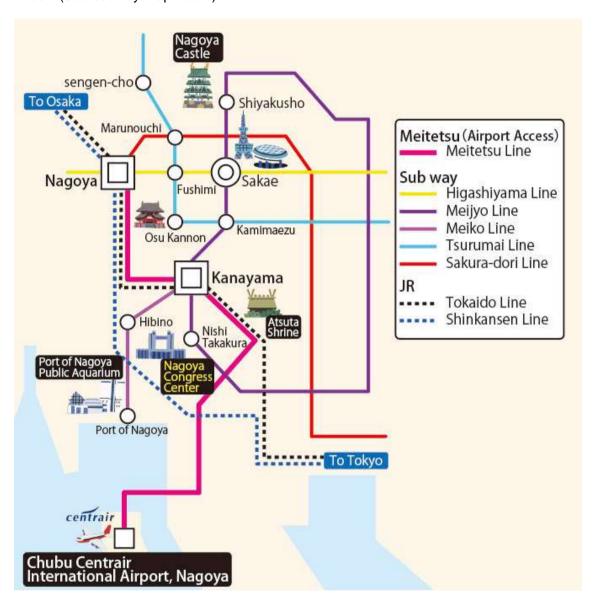
# <u>UNESCO World Conference on ESD (Nagoya Congress Center)</u>

### Directions from hotel to venue:

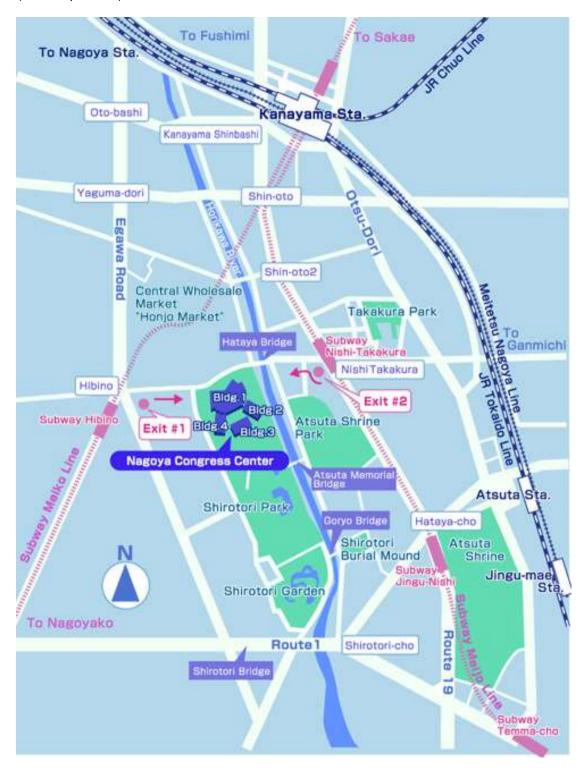
1) Take subway train from Sakae Station, which is an 8-minute walk from Hotel Route Inn Nagoya Sakae. (See area map below)



2) From Sakae Station, take Meijo Line departing from Track No. 3, and get off at Nishi Takakura Station. Do not take the Meiko Line (bound for Nagoyako) departing from the same track. (See subway map below)



3) Nagoya Congress Center is a 5-minute walk from Nishi Takakura Station (Exit 2) (See map below)

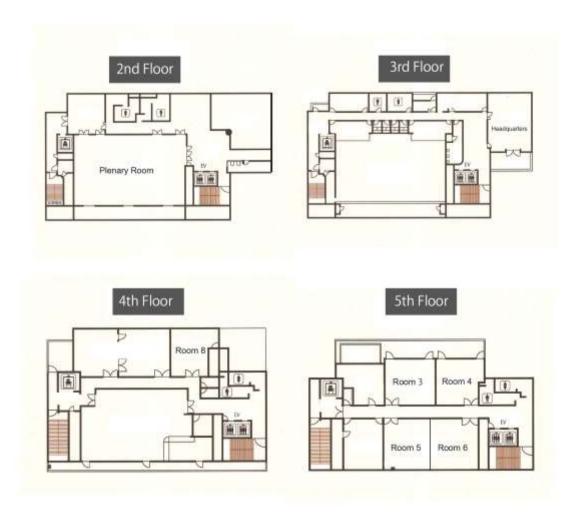


NOTE: A free subway pass valid within Nagoya City will be provided to participants on 10 November at the conference venue. The pass is valid until the final day of the conference.

# 14. Location of the Conference Rooms

During the conferences, several rooms will be used for plenary sessions, for the parallel sessions and for other events. Please check the programme and the announcement to know where each sesson and event will take place.

# Okayama International Center





# Nagoya Congress Center

