



UCLG ASPAC
**EXECUTIVE BUREAU MEETING
& ASIA-PACIFIC FORUM**
Kendari, Southeast Sulawesi
7 - 9 May 2026



UCLG
ASPAC
United Cities and Local Governments
Asia-Pacific

THE FIRST SESSION OF THE 2026 UCLG ASPAC EXECUTIVE BUREAU AND THE ASIA-PACIFIC FORUM

**“Advancing Sustainable Tourism for a Resilient Future
and Inclusive Economic Growth”**

7-9 May 2026 | Claro Hotel, Kendari, Indonesia

INFORMATION NOTE ON LOGISTICAL ARRANGEMENTS

1. EVENT OVERVIEW

The First Session of the 2026 UCLG ASPAC Executive Bureau and the Asia-Pacific Forum will be held in Kendari City, Southeast Sulawesi Province, Indonesia, hosted by the City Government of Kendari, in collaboration with the Southeast Sulawesi Provincial Government. The Forum will convene UCLG ASPAC leadership, Executive Bureau members, local governments, development partners, and stakeholders across the Asia-Pacific region.

2. MEETING DATE AND VENUE

Dates: 📅 7–9 May 2026

(Arrival: 6 May 2026 | Departure: 10 May 2026)

Venue & Main Hotel:

🏨 **Claro Hotel Kendari**

📍 Kendari City, Southeast Sulawesi, Indonesia

Meeting Mode:

✓ Offline / In-person

Working Language:

English

3. HOW TO GET TO KENDARI

By Air

International Participants

- Fly to **Soekarno–Hatta International Airport (CGK), Jakarta**, or **Juanda International Airport (SUB), Surabaya**
- Continue with a **domestic flight to Haluoleo Airport, Kendari (KDI)**



Domestic Participants

- **Haluoleo Airport (KDI)** is the main airport serving Kendari City.
- Direct domestic flights are available to **Kendari (KDI)** from:
 - Jakarta
 - Makassar
 - Surabaya
 - Bali (Denpasar)

From Airport to Hotel

Travel time from **Haluoleo Airport (KDI)** to **Claro Hotel Kendari** is approximately **30–45 minutes** by car, depending on traffic.

4. VISA REQUIREMENTS

- International delegates are responsible for arranging their own **Indonesian entry visa**, in accordance with nationality requirements.
- Participants are advised to check the official Indonesian immigration website: <https://www.imigrasi.go.id>

• **Visa on Arrival:**

The Minister of Law and Human Rights of the Republic of Indonesia, through Kepmenkumham Number M.HH-02.GR.01.06 Th 2024 dated 9 January 2024, has issued the latest Visa on Arrival (VoA) List of Visit Visa Recipients, which contains a list of 97 (ninety-seven) countries.

Foreigners whose countries are included in the VoA list (attached) can obtain the visa at Immigration Checkpoints that issue VoA, and/or can also apply for e-VoA through the official website of the Directorate General of Immigration, i.e.: <https://evisa.imigrasi.go.id/>

97 nationalities may now enter Indonesia using the Visa on Arrival (VOA) and E-VOA. These nationalities are:

- | | | |
|------------------------|----------------------|----------------------------------|
| 1. Albania | 35. Ireland | 69. Russia |
| 2. Andorra | 36. Italy | 70. Rwanda |
| 3. Argentina | 37. Japan | 71. San Marino |
| 4. Armenia | 38. Jordan | 72. Saudi Arabia |
| 5. Australia | 39. Kazakhstan | 73. Serbia |
| 6. Austria | 40. Kenya | 74. Seychelles |
| 7. Bahrain | 41. Kuwait | 75. Singapore |
| 8. Belarus | 42. Laos | 76. Slovakia |
| 9. Belgium | 43. Latvia | 77. Slovenia |
| 10. Bosnia Herzegovina | 44. Liechtenstein | 78. South Africa |
| 11. Brazil | 45. Lithuania | 79. South Korea |
| 12. Brunei Darussalam | 46. Luxembourg | 80. Spain |
| 13. Bulgaria | 47. Macau | 81. Suriname |
| 14. Cambodia | 48. Malaysia | 82. Sweden |
| 15. Canada | 49. Maldives | 83. Switzerland |
| 16. Chile | 50. Malta | 84. Taiwan |
| 17. China | 51. Mexico | 85. Tanzania |
| 18. Columbia | 52. Monaco | 86. Thailand |
| 19. Croatia | 53. Morocco | 87. The United Arab Emirates |
| 20. Cyprus | 54. Mozambique | 88. The United Kingdom |
| 21. Czech | 55. Myanmar | 89. The United States of America |
| 22. Denmark | 56. Netherland | 90. Timor Leste |
| 23. Ecuador | 57. New Zealand | 91. Tunisia |
| 24. Egypt | 58. Norway | 92. Turkey |
| 25. Estonia | 59. Oman | 93. Ukraina |
| 26. Finland | 60. Papua New Guinea | 94. Uzbekistan |
| 27. France | 61. Palestine | 95. Vatican |
| 28. Germany | 62. Panama | 96. Venezuela |
| 29. Greece | 63. Peru | 97. Vietnam |
| 30. Guatemala | 64. Philippines | |
| 31. Hongkong | 65. Poland | |
| 32. Hungary | 66. Portugal | |
| 33. Iceland | 67. Qatar | |
| 34. India | 68. Romania | |



- **Visa-Free Entry:**

Citizens of the following countries are eligible to enter Indonesia **without a visa for short stays (typically up to 30 days)** for purposes such as tourism, business meetings, or attending events (subject to immigration control at the port of entry) — based on the official list from the Directorate General of Immigration of Indonesia:

- Brunei Darussalam
- Malaysia
- Thailand
- Vietnam
- Philippines
- Cambodia
- Singapore
- Myanmar
- Laos
- Timor Leste

Invitation Letter

- If you require an invitation letter from the host city as part of the visa application process, please contact UCLG ASPAC Secretariat at: secretariat@uclg-aspac.org.
- Kindly submit a copy of passport and travel information well in advance.

5. ACCOMMODATION

Official Meeting Hotel:

Claro Hotel Kendari (Meeting Venue & Main Hotel)



Jalan Edy Sabara No.89, Kendari

Fax : 0401 3111 777

Web: <https://www.clarokendari.com/>



Room	Rate in IDR (include the tax)	Rate in USD based 19 February 2026 in wise.com (include the tax)	Remarks
Superior King / Twin 	Rp 1.050.000,-	\$62,07	<ul style="list-style-type: none"> - 28 sqm - King / Twin size bed - City View - Free breakfast for 2 person - Free 2 bottles mineral waters in the room
Deluxe King / Twin 	Rp 1.325.000,-	\$78,33	<ul style="list-style-type: none"> - 35 sqm - King / Twin size bed - City View - Free breakfast for 2 person - Free 2 bottles mineral waters in the room
Deluxe Terrace Pool 	Rp 2.200.000,-	\$130,06	<ul style="list-style-type: none"> - 35 sqm - King /Twin bed - Pool View - Free breakfast for 2 person - Free bottled mineral water
Junior Suite 	Rp 3.200.000,-	\$189,18	<ul style="list-style-type: none"> - 56 sqm - King bed - City & Pool View - Free breakfast for 2 person - Bathtub - Living Room - Free mineral water

* Additional note for the extra bed: IDR 650,000 (approximately USD 38.44).

- Check-in: 14:00 (GMT+7)
- Check-out: 12:00 (GMT+7)

For room reservation, please contact:

1. **Ms. Ayu Samad**
 Director of Sales & Marketing
 Phone: +62 811 4450 207
 Email: dosm@clarokendari.com
2. **Reservation Desk**
 Phone: +62 821 8999 3838
 Email: reservation@clarokendari.com



6. LOCAL TRANSPORTATION

Airport Transfers

- **Airport–Hotel–Airport shuttle services** will be provided by the host city for registered participants.
- To arrange pick-up and drop-off services, participants are kindly requested to submit:
 - Flight itinerary
 - Arrival and departure details

Details on submission procedures will be shared closer to the event.

7. REGISTRATION

- All participants are required to register online through: www.uclgaspac-connect.org
- On-site registration desks will be available at the venue during the event days.

8. PROGRAMME HIGHLIGHTS

- Executive Bureau and Committee Meetings
- Asia-Pacific Forum on Sustainable Tourism
- High-Level Opening and Closing Ceremonies
- Panel Discussions & Sub-Forums
- Side Events and Learning Sessions
- Tree Plantation Activity
- Site Visits to Local Sustainable Tourism Initiatives
(Refer to the Tentative Programme for full details.)

9. WEATHER & DRESS CODE

- **Weather:** Tropical climate, warm and humid
- **Temperature:** Approx. 24–32°C
- **Dress Code:**
 - Business or smart casual for meetings
 - Comfortable attire for site visits and outdoor activities

10. IMPORTANT NOTES

- Participants are advised to arrange travel and visa applications early.
- Further logistical updates will be communicated by the Secretariat.
- The organisers reserve the right to make adjustments to logistical arrangements if necessary.



UCLG ASPAC
**EXECUTIVE BUREAU MEETING
& ASIA-PACIFIC FORUM**
Kendari, Southeast Sulawesi
7 - 9 May 2026



UCLG
ASPAC
United Cities and Local Governments
Asia-Pacific

11. CONTACT INFORMATION

For any inquiries and questions related to the event, you can contact:

UCLG ASPAC Secretariat

- 1. Ms. Desra Hilda Defriana**
MS and Admin Manager
Email: desra.defriana@uclg-aspac.org
- 2. Ms. Sachi Emelin Carissa**
Member Services Officer
Phone: +62 0811 8047002
Email: sachi.emelin@uclg-aspac.org

Kendari City

- 1. Ms. Rika Sartika**
Environmental Agency Staff
Phone: 082117355888
Email: rikawaliullah@gmail.com
- 2. Mr. Alfian**
Regional Planning Agency Staff
Mobile Phone: +62 0811406674
Email: fiancaver@gmail.com
- 3. Mr. Faizal Jusuf**
Regional Planning Agency Staff
Mobile Phone: +62 08114042288
Email: faizal_yusuf@yahoo.com

For room reservation, please contact:

- 1. Ms. Happy Lutjikha**
Corporate Director of Sales & Marketing - Phinisi Hospitality
(in charge for DOSM - Claro Kendari)
Phone: +6281337655986
Email: dosmcorp@phinisihospitality.com; dosm@clarokendari.com
- 2. Reservation Desk**
Phone: +62 821 8999 3838
Email: reservation@clarokendari.com