



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. Ukraine
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)



Jl. AP. Pettarani No. 3 Makassar, South Sulawesi, Indonesia

Fax : (62-411) 833 777

Web: www.claromakassar.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).

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.



11. CONTACT INFORMATION

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

UCLG ASPAC Secretariat

1. **Ms. Desra Hilda Defriana**
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2. **Ms. Sachi Emelin Carissa**
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Kendari City

1. **Ms. Rika Sartika**
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Email: faizal_yusuf@yahoo.com

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