



**PERMANENT SECRETARIAT**  
**ASEAN INSURANCE COUNCIL**

33rdAIC Meeting  
14 – 16 November 2007  
Kuala Lumpur, MALAYSIA

**PROGRAMME**

**Wednesday, 14 November 2007**

<b>Time</b>		<b>Venue</b>
0800 – 0850	Registration	Foyer
0900 – 1040	<i>Concurrent sessions:</i> <ul style="list-style-type: none"><li>• AITRI Management Committee Meeting</li><li>• 8<sup>th</sup> ASEAN Council of Bureau Meeting</li></ul>	Prince 4 & 5 Prince 3
1040 – 1100	<i>Tea break</i>	
1100 – 1230	<i>Concurrent sessions:</i> <ul style="list-style-type: none"><li>• AITRI Management Committee Meeting (continuation)</li><li>• 8<sup>th</sup> ASEAN Council of Bureau Meeting (continuation)</li></ul>	Prince 4 & 5 Prince 3
1230 – 1400	<i>Lunch</i>	
1400 – 1530	<i>Concurrent sessions:</i> <ul style="list-style-type: none"><li>• 5<sup>th</sup> ASEAN Insurance Education Committee Meeting</li></ul>	Prince 4 & 5
1530 – 1600	<i>Tea break</i>	
1600 – 1730	<i>Concurrent sessions:</i> <ul style="list-style-type: none"><li>• 6<sup>th</sup> ASEAN Reinsurance Exchange Scheme Meeting</li></ul>	Prince 4 & 5
1830 – 1930	Young ASEAN Insurance Managers Award (YAMA) : Presentation by Candidates and Judges' Deliberation	Prince 5
2000 – 2200	<i>Cocktail hosted by the Life Insurance Association of Malaysia (LIAM) and General Insurance Association of Malaysia (PIAM)</i>	Ballroom

**Thursday, 15 November 2007**

<b>Time</b>		<b>Venue</b>
0800 – 0850	Registration	Foyer
0900 – 0945	Opening Ceremony	Ballroom
0945 – 1030	Photograph session <i>Tea break</i>	Ballroom
1030 – 1230	<i>Concurrent sessions:</i> <ul style="list-style-type: none"> <li>• 10<sup>th</sup> ASEAN Insurance Regulators' Meeting</li> <li>• 33<sup>rd</sup> ASEAN Insurance Council Meeting</li> </ul>	Prince 3 & 4 Prince 5 & 6
1230 – 1400	<i>Lunch</i>	
1400 – 1540	<i>Concurrent sessions:</i> <ul style="list-style-type: none"> <li>• 10<sup>th</sup> ASEAN Insurance Regulators Meeting (continuation)</li> <li>• 33<sup>rd</sup> ASEAN Insurance Council Meeting – Life sector breakout</li> <li>• 33<sup>rd</sup> ASEAN Insurance Council Meeting – Non-life sector breakout</li> </ul>	Prince 3 & 4 Prince 7 Prince 5 & 6
1540 – 1600	<i>Tea break</i>	
1600 – 1730	<i>Concurrent sessions:</i> <ul style="list-style-type: none"> <li>• 10<sup>th</sup> ASEAN Insurance Regulators Meeting (continuation)</li> <li>• 33<sup>rd</sup> ASEAN Insurance Council Meeting (continuation)</li> </ul>	Prince 3 & 4 Prince 5 & 6
2000 – 2200	<i>Welcoming dinner – hosted by Bank Negara Malaysia</i> <ul style="list-style-type: none"> <li>• Presentation of Young ASEAN Insurance Managers Award (YAMA)</li> </ul>	Ballroom

**Friday, 16 November 2007**

<b>Time</b>	<b>Particulars</b>	<b>Venue</b>
0900 – 1015	Joint Plenary Meeting: <ul style="list-style-type: none"> <li>• ASEAN Insurance Regulators</li> <li>• ASEAN Insurance Council</li> <li>• ASEAN Council of Bureau</li> <li>• ASEAN Reinsurance Exchange Scheme</li> <li>• ASEAN Insurance Education Committee</li> </ul>	Ballroom
1015 – 1045	<i>Tea break</i>	
1045 – 1200	Joint Plenary Meeting (continuation)	Ballroom
1200 – 1430	<i>Lunch</i> <i>Friday prayers (for Muslim participants)</i>	
1430 – 1530	<ul style="list-style-type: none"> <li>• 10<sup>th</sup> ASEAN Insurance Regulators' Meeting – report finalisation</li> </ul>	Prince 3 & 4
1530 – 1600	<i>Tea break</i>	
1600 – 1700	<ul style="list-style-type: none"> <li>• 10<sup>th</sup> ASEAN Insurance Regulators' Meeting – report finalisation (continuation)</li> </ul>	Prince 3 & 4
2000 – 2200	<i>Closing dinner – hosted by Bank Negara Malaysia</i>	TBC

**Saturday, 17 November 2007**

<b>Time</b>	<b>Particulars</b>
TBC	City Tour (optional)

## **REGISTRATION**

Each participant is requested to submit the following by **18 October 2007**. Kindly submit the completed form to:

**Life Insurance Association of Malaysia**  
**No. 4, Lorong Medan Tuanku Satu,**  
**Medan Tuanku**  
**50300 Kuala Lumpur**  
**MALAYSIA**  
**(Attn: 33rdAIC Secretariat)**  
**E-mail: [aic33@liam.org.my](mailto:aic33@liam.org.my)**  
**Tel No: +60 (3) 26916168**  
**Fax No: +60 (3) 26917978**

## **DURING THE MEETING**

### **Identification**

For security purposes, each participant is required to clearly display their identification badge during the course of the meeting as well as when attending social functions.

### **Meeting Venue**

Kindly refer to the complete event schedule for venue details.

### **Language**

The meeting will be conducted in English. Interpreter assistance will not be available.

### **Dress Code**

Participants are advised that the dress code is business attire for the meetings and opening ceremony and welcoming dinner. Smart casual for all other social functions.

### **Meeting Secretariat**

The Meeting Secretariat will be located in room Prince 9 (3<sup>rd</sup> floor), Prince Hotel and Residence Kuala Lumpur and will be available to provide necessary assistance to participants.

## **ACCOMMODATION**

Accommodation reservation **should be made directly with your preferred choice of hotel.** We have negotiated special accommodation rate with the Prince Hotel & Residence, Kuala Lumpur as follows:

### **Room type**

### **Room rate**

- Deluxe room MYR260.00++ per night with breakfast for 1 person
- Deluxe twin room MYR310.00++ per night with breakfast for 2 person
- Grand deluxe MYR350.00++ per night with breakfast for 1 person
- Premier executive MYR430.00++ per night with Club Privileges

For further information on the hotel, visit <http://princehotelkl.com> or contact:

Tel : +60(3) 2170 8888 Fax : +60(3) 2170 8999

It is recommended that accommodation is booked prior to 9 November 2007 as rooms may be released by the hotel from this date.

Booking form for accommodation at the Prince Hotel & Residence, Kuala Lumpur is attached and should be submitted directly to the hotel reservation services.

E-mail: [reservations@princehotelkl.com.my](mailto:reservations@princehotelkl.com.my) or Fax: (603) 2170 8999

*Note: In the event of accommodation being cancelled after confirmation of expected check-in or “no shows”, participants will incur a cancellation fee for the total number of accommodation nights booked.*

The hotels listed below are located in the vicinity of the event venue. No special rates were negotiated with these hotels and participants are advised to make accommodation reservation directly with their hotel of choice.

<p><b>The Regent Kuala Lumpur</b>            160 Jalan Bukit Bintang            55100, Kuala Lumpur, Malaysia.            Phone: +60 (3) 2117 4888            Fax: +60 (3) 2142 1441  <a href="http://www.regenthotels.com">www.regenthotels.com</a></p>	<p><b>The Westin Kuala Lumpur</b>            199, Jalan Bukit Bintang,            55100, Kuala Lumpur, Malaysia.            Phone: +60 (3) 2731 833            Fax: +60 (3) 2731 8000  <a href="http://www.starwoodhotels.com/westin">www.starwoodhotels.com/westin</a></p>	<p><b>JW Marriot Hotel Kuala Lumpur</b>            183, Jalan Bukit Bintang,            55100, Kuala Lumpur, Malaysia.            Phone: +60 (3) 2715 9000            Fax: +60 (3) 2715 7000  <a href="http://marriott.com/hotels/propertypage/kuldt">http://marriott.com/hotels/propertypage/kuldt</a></p>
<p><b>Traders Hotel</b>            Kuala Lumpur City Centre            50088, Kuala Lumpur, Malaysia            Phone: +60 (3) 2332 9888            Fax: +60 (3) 2332 2672  <a href="http://www.tradershotels.com">www.tradershotels.com</a></p>	<p><b>Mandarin Oriental Kuala Lumpur</b>            Kuala Lumpur City Centre            50088, Kuala Lumpur, Malaysia            Phone: +60 (3) 2380 8888            Fax: +60 (3) 2179 8658  <a href="http://www.mandarinoriental.com">www.mandarinoriental.com</a></p>	<p><b>Impiana KLCC Hotel &amp; Spa</b>            13, Jalan Pinang            50450, Kuala Lumpur, Malaysia            Phone: +60 (3) 2147 1111            Fax: +60 (3) 2147 1100  <a href="http://www.kl-hotels.com/impianaklcc">www.kl-hotels.com/impianaklcc</a></p>

## ARRIVAL IN KUALA LUMPUR

## **Travel Time**

The travel time from Kuala Lumpur International Airport (KLIA) to the venue hotel is approximately 45 minutes and the distance is 77 km (48 miles). Participants have the option to travel to the event venue by train, taxi or by hotel limo.

### **By KLIA Express:**

- Participant may take the KLIA Express from the airport to KL Sentral Station.
- Approximate travel time from KLIA to KL Sentral: **28 minutes**
- KLIA Express cost (subject to change without notice): **MYR35 (approximately US\$10) - one way**
- To final destination:
  - From KL Sentral, participant may take a taxi from the taxi stand outside the arrival area. You will need to purchase a voucher from the ticket counter.
  - Approximate travel time from KL Sentral to Prince Hotel and Residence : **20 minutes**

### **By Taxi:**

- Approximate travel time from KLIA to the venue hotel: **45 minutes**
- Approximate cost (subject to change without notice): **MYR80 (approximately US\$22) - one way**
- Instructions: Taxi stands are located outside of Gate 3 International Terminal, Arrival Level. Upon exiting the baggage claim area, participants are advised to purchase taxi vouchers from the taxi counter near the exit of the arrival hall .Guests should indicate the name of their hotel when purchasing the taxi voucher.
- Surcharge on service between 0000 to 0600: **MYR86 (approximately US\$25)**

### **By Hotel Limousine (For Prince Hotel and Residence Kuala Lumpur only):**

- Travel time from KLIA to the hotel: **45 minutes**
- Approximate cost (subject to change without notice): **MYR220 (US\$60) - one way**. A fifty-percent surcharge applies during the hours of 2330 – 0600.
- The hotel limousine service is available daily (subject to change without notice). However, guests must contact the hotel and make a booking at least 48 hours prior to arrival. (Tel: +60(3) 2170 8888)

Rental cars are not recommended for travelers who are unfamiliar with the city.

\* Participants who choose not to stay at Prince Hotel and Residence Kuala Lumpur are advised to check directly with the hotel on the mode of transportation from their hotel to Prince Hotel and Residence Kuala Lumpur.

## **PLANNING YOUR TRIP**

### **Travel Regulations for Entry into Malaysia**

Visitors to Malaysia must be in possession of valid passport/travel documents with a minimum validity of six months beyond the period of intended stay. In the case of a national passport not recognized by the Malaysian Government, the holder must be in possession of a document in lieu of passport obtainable at the nearest Malaysian Mission abroad. The national passport must also ensure his re-entry into the country of his citizenship.

Every visitor to Malaysia has to fill in a Disembarkation Card (IMM. 26). The card has to be handed over to the Immigration Officer on arrival together with the national passport or other internationally recognized travel document endorsed for travel into Malaysia. A passport/travel document is also necessary for travel between Sabah and Sarawak.

Visitor passes issued for entry into Peninsular Malaysia are not valid for entry into Sarawak. Fresh visit passes must be obtained on arrival at the point of entry in Sarawak. However, subject to conditions stipulated, visit passes issued by the Immigration Authorities in Sabah and Sarawak is valid for any part of Malaysia.

#### **Visa Requirements:**

- Commonwealth Citizens (except Bangladesh/India, Pakistan and Sri Lanka), British Protected Persons or Citizens of the Republic of Ireland and Citizens of Switzerland, Netherlands, San Marino and Liechtenstein do not need a visa to enter Malaysia.
- Citizens of Albania, Austria, Algeria, Belgium, Czech Republic, Republic of Slovakia, Denmark, Finland, Germany, Hungary, Iceland, Japan, South Korea, Luxembourg, Norway, Sweden, Italy, United States of America, Bahrain, Jordan, Kuwait, Lebanon, Egypt, Morocco, North Yemen, Oman, Saudi Arabia, Qatar United Arab Emirates, Turkey and Tunisia do not require a visa for a Social and Business visit not exceeding three months.
- **Nationals of ASEAN Countries do not require a visa for a Social and Business visit not exceeding one month.**
- Citizens of Afghanistan, Iran, Iraq, Libya, Syria, and South Yemen do not require visa for a Social and Business visit not exceeding 14 days.
- Citizens of Bulgaria, Romania and Russia do not require a visa for a Social and Business visit not exceeding one week.
- Nationals of the Republic of China, Bangladesh, Bhutan, Cuba, India, Pakistan, Sri Lanka, North Korea, Nepal, Myanmar, Taiwan, Vietnam and all Certificate of Identity (CI) holders must obtain a visa before entering Malaysia.
- Citizens of nations other than those stated above (except Serbia Montenegro and Israel) are allowed to enter Malaysia for a Social and Business visit not exceeding one month without having a Visa.
- A visitor intending to visit any part of Malaysia is required to be in possession of only one visa to travel direct from one part of the nation to another.

*Visas are issued by Malaysian Diplomatic Missions abroad or British Consulates which act for Malaysia in countries where no diplomatic representation of Malaysia is established. All visitors to Malaysia should inquire at the nearest Malaysian Diplomatic Mission for the latest entry procedures and requirements.*

### **New Security Regulation on Hand Luggage for International Bound Passengers**

Effective from 21 May 2007, there are new rules for taking liquids, aerosols and gels on flight into and out of Malaysia. All liquids, gels or aerosols containers of not more than 100ml each taken from home shall be required to be carried in one standard re-sealable plastic bag with a maximum capacity not exceeding 1 liter. The plastic bag must be presented separately from your hand luggage and other items such as coats, jackets or lap tops at the security x-ray checkpoint. Passengers must carry only small quantities of liquids, gels or aerosols items that they want to bring into the aircraft cabin using a small size, transparent and re-sealable plastic bag measuring, 20.5 cm by 20.5 cm, 25 cm by 15 cm or 21 cm by 17.5 cm or get one at the airport which is issued free for a period of six months. Other extra liquids, gels or aerosols should be kept in their checked in baggage. Medicines, baby food/milk and special dietary requirement required on board during the flight, are allowed (must be verified by airport security) and do not need to be carried in the transparent, re-sealable plastic bag. Passengers may take extra liquids, gels or aerosols on board aircraft which are bought from Air Shops/Duty Free outlets located in the security restricted areas of the airport. For more information, go to [http://www.klia.com.my/?tpl\\_id=311/](http://www.klia.com.my/?tpl_id=311/).

### **USEFUL INFORMATION ABOUT MALAYSIA**

#### **Currency**

The Malaysian Ringgit (RM) is issued in notes of denominations of RM100, RM50, RM20, RM10, RM5, RM2 and RM1. There are coins of 50, 20, 10, 5 and 1 sen (cents). Major credit cards are accepted in almost all major merchant establishments in urban and suburban centers. All commercial banks are authorized foreign exchange dealers. Most of these banks, through their branches, buy and sell major foreign currency notes.

Licensed foreign money-changers are found in urban centers, key entry exit points and shopping complexes.

All major hotels are licensed to buy, but not sell, foreign currencies in the form of notes and travelers cheques. Most major hotels charge a nominal fee for currency conversion.

#### **Climate**

Malaysia has an equatorial climate with fairly uniform temperatures throughout the year. With a temperature that fluctuates little throughout the year, travel in Malaysia is a pleasure. Average temperature is between 21°C and 32°C. Humidity is high.

#### **Clothing**

As Malaysia's climate is sunny almost year round, light clothing is ideal. It is advisable for ladies and men, when entering mosques and temples, to wear long sleeves and loose pants or long skirts (for ladies).

**Time**

Malaysia is 8 hours ahead of Greenwich Mean Time (GMT).

**Health Services**

In the event you need medical care, your hotel concierge can advise you on the nearest available medical care centres (e.g. clinics, hospitals). It is a good idea to take out a medical insurance before you travel as Malaysia does not have reciprocal health service agreements with other nations. For over-the-counter prescriptions, pharmacies are widely available (please consult the hotel concierge).

**Electricity**

Electric supply is on a 240-volt 50-cycle system and three flat-pin plugs is used