

CONFERENCE INFORMATION

Conference Venue

Rooms 201 – 205, 2/F, AsiaWorld-Expo (AWE)

Access to AsiaWorld-Expo (AWE)

Special arrangements have been made for our participants to attend the PoNC 2019:

	Transportation Means	Special Arrangement
1	MTR/AEL	Same day return special fare of the Airport Express Link (AEL) at designated times on 9 & 10 Nov 2019 Hong Kong / Kowloon Station: HK\$60 Tsing Yi Station: HK\$42
2	Airbuses	Shuttle bus service between the Hong Kong International Airport and AWE at designated times on 9 & 10 Nov 2019 (on a first-come, first-served basis)
3	Private cars	Special day parking rate from 8am to 8pm at HK\$90
4	Departure shuttle bus	Shuttle bus service from AWE to Hung Hom MTR station after the end of the program at 17:00 & 17:15 on 9 & 10 Nov 2019 (on a first-come, first-served basis)

Please refer to the Transportation Information posted on the website (<u>click here</u>) for detailed arrangements.

Registration and Information Desk

The Registration and Information Desk will be located at the foyer, 2/F of the AsiaWorld-Expo and will be opened from 09:00 - 17:00 on 9 & 10 November 2019.

Conference Badges

All participants will receive a conference badge upon registration. Name badges are required at all times for identification purposes and admission to the various sessions and exhibition.



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The Conference will be conducted in English, Cantonese or Putonghua. No simultaneous interpretation service will be provided. Please refer to the Conference Program for the sessions that will be conducted in Cantonese or Putonghua.

Unleash your

Excellence

Speakers and Oral Presentation

Speakers and oral presenters are requested to upload your PowerPoint presentation files at the control panel at the meeting room of your sessions, either at Room 201A or Room 201BC, at least 3 hours prior to your session if you have not submitted the presentation file(s) to the Conference Secretariat before the Conference. **Best Oral Presentation Award will be presented at the Closing Ceremony.**

E-program Book

E-program book is available for download from the conference website at www.icc.com.hk/ponc2019. Alternatively, you can scan the QR code printed at the back of your conference badge.

CNE Accreditation

CNE 12 points have been accredited. Daily check-in at the Conference is required to obtain the CNE points.

E-Certificate of Attendance

A certificate of attendance will be emailed to all registered participants after completing the evaluation of the conference.

Coffee / Tea

Coffee and tea will be served at the foyer area of 2/F and Room 204 – 205 at the designated times.

Lunch

Lunch boxes will be distributed at NUVA at the designated times on 9 & 10 November 2019. Delegates may select their preferred menu, which will be subject to availability, in advance at the Registration and Information Desk during the coffee break.

Exhibition

The exhibition is located at the foyer of 2/F and Room 204-205, AWE on 9 & 10 November 2019.



Open of Period Charles

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Poster Presentation

Poster presentation will be located at the foyer area of 2/F and Room 204-205 on 9 & 10 November 2019. Presenters are encouraged to stand by their poster to discuss the contents with the interested delegates during coffee break. **Best Poster Presentation Award will be presented at the Closing Ceremony.**

Simulation Workshops

Industry-organized hands-on simulation workshops will be held at Rooms 202 & 203, from 09:30 to 15:30 on 10 November 2019. Pre-registration is required at the service desk located at the entrance of Rooms 202 and 203 on 10 Nov.

Internet Access

Complimentary Wi-fi access is available at the public area of the AWE. There is a 180-minute usage limit of free Wi-fi service per session upon registration for each user (maximum of one session per day).

International and Mainland China delegates can redeem one 5-day Tourist SIM card (with mobile data service) at the Registration and Information Desk during the registration opening hours on 9 & 10 November 2019. The redemption is while stocks last.

Personal Property

Please take good care of your personal belongings. Do not leave them unattended. The organizer and the conference secretariat will not be responsible for any loss or damage of your personal belongings.

Smoking Policy

AWE is a smoke-free facility. No internal smoking areas will be provided.

Adverse Weather Arrangement

Announcement on the arrangement under adverse weather condition, e.g. torrential rain or typhoon, will be made on the conference website.

Important Disclaimer

Every effort has been made to ensure that the conference program is accurate. However, organizer reserves the right to change the program as circumstances may require.