

DEVELOPMENT CENTER FOR ASIA AFRICA PACIFIC

Center of Excellence in Human Development Management

USEFUL INFORMATION FOR PARTICIPANTS

WELCOME TO THE PEARL OF THE ORIENT SEAS!

➤ Land and People:

The Philippines is an archipelago of 7,107 islands with a total land area of 300,000 square kilometers sandwiched between the Pacific Ocean and the China Sea.

1. It is a beautiful tropical country with two types of climate: rainy and dry
2. Rainy season is from June to October; mild dry from November to February; and hot dry from March to May
3. Highly democratic and transparent form of government
4. Filipinos are multi-racial – a happy mixture of Malay, Chinese, Spanish and American blood; but Malay predominates
5. Filipino is the national language; but English is used in school, widely spoken and understood
6. Most (85%) are Roman Catholic, the rest are Muslim, Protestant, Buddhist, etc.
7. Population is estimated at 76 million with very high literacy rate (95%)
8. Very fun-loving and hospitable people to foreigners
9. Happy blending of Eastern and Western culture
10. Rich in natural and man-made tourist attractions
11. Popularly known as the entertainment center in Asia
12. The whole stretch of the country is about 1,800 km.; Mindanao is about 1,000 km. from Manila

➤ Training Venue

DCAAP conducts its global workshops in the human and environment-friendly campus of the renowned University of the Philippines (UP) in Diliman, Quezon City, one of the nine cities and four municipalities comprising Metro Manila. The green and

clean campus of UP has the following awesome features:

1. Premiere state university of the country
2. 500 hectares sprawling land almost totally covered with big and small trees and colorful ornamental plants and a well-maintained lagoon
3. 30,000 local and foreign students from many countries all over the world
4. Centers of religious worships for Catholics, Protestants and Muslims
5. Five hostels inside and more hotels around the campus
6. Several banking and health facilities within and around the area
7. Many transportation and communication facilities
8. Highly respected and peaceful community that is conducive to learning
9. Surrounded by the biggest shopping malls in the Philippines, if not in Asia
10. Near cultural centers and tourist attractions

➤ DCAAP fee covers:

DCAAP charges lower fee but offers better quality training than other global training institutions offering similar courses. The fee covers:

1. Two snacks daily
2. Transportation costs on field and office visits
3. Large class photograph
4. Packaging of outputs
5. Certificate of completion
6. Facilitators'/resource persons' fee
7. Taxi fare from airport to hostel
8. Handouts and guidebook
9. Supplies and materials
10. Bound outputs of the participants
11. Training kit
12. First aid medical assistance

➤ Trainee daily allowance covers:

1. Food
2. Accommodation

3. Transportation if staying outside the campus
4. Laundry, etc.

➤ Bank to send fee

Account : **Development Consultants for Asia Africa Pacific**
Savings Acct. No.: **226-700018-5**
Currency : **US Dollars**
Bank : **Philippine National Bank Commonwealth Branch, Quezon City, Philippines**
Telephone : **(632) 932-1959**
Fax : **(632) 932-5301**

(Please send by telegraphic transfer. Kindly do not take transfer cost from the DCAAP fee.)

TIPS FOR ARRIVALS

➤ Reminders

1. Please arrive on schedule otherwise we will put in your Certificate of Completion the dates of your arrival and departure instead of the original schedule of the course.
2. Please do not buy or bring in any taxable luggage before coming to the country. Customs requires these to be left at the airport.
3. Kindly confirm your roundtrip flights/tickets and acquire the appropriate number of days of visa.
4. Bring your purchase slip of travelers' cheques to facilitate change in currency from banks.
5. Always send DCAAP your name and flight details at least five (5) days before arrival to ensure airport pickup.
6. Please send us a copy of the telegraphic advise if you sent the course fee by telegraphic transfer.

➤ Arrival

Outsiders are not allowed to enter the exit area of the Ninoy Aquino International Airport (NAIA). Thus, we

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have asked the assistance of the Department of Tourism (DOT) staff to meet you at the exit area.

1. Look for DOT staff (very likely ladies) near the Duty Free shop beside the transit area. You may ask some airport authorities for these staff.
2. They will help you change dollar currency to Philippine pesos and guide you to the NISSAN taxi counter near Gate 1 at NAIA. We have made arrangement with NISSAN taxi.

➤ Taxi

We have received isolated reports from some participants that they were not met by the DOT staff for some reasons or another. Shown below is a list of things that you should do to reach your destination in Manila, even without the assistance of the DOT staff.

1. If no DOT staff is around, get out of the customs area and proceed to the taxi counters just before the exit door No. 1 of the airport.
2. Look for the NISSAN taxi counter with which we have made previous arrangements to bring our participants to their hotel.
3. Ask the NISSAN taxi counter to call Mr. Raymund Mercado or Dr. Cesar Mercado at tel. 932-8190 or 428-2776 to get additional advice regarding the travel to the hotel.
4. Don't get other taxi without calling us at tel. no. 932-8190 or 428-2776.
5. Pay the taxi with the agreed rate (about PHP 540). You may give a tip of P20 - P50 to the driver; but do not pay extra to the driver even if he insists. Get the receipt for reimbursement upon reaching the destination. List down the name and the plate number of taxi for verification. Submit receipt to DCAAP for reimbursement.

➤ Hotel

DCAAP books its participants in any of the seven hotels throughout the duration of the workshop. Transfer to another hotel is now extremely difficult because of heavy booking almost throughout the year.

Some hotels may allow occupants to transfer 4-5 days after notice to give them time to accept new occupants of your vacated room.

All arrangements and expenses for transfer to another hotel is the responsibility of the participants. DCAAP can only provide a guide. Please make hotel confirmation through DCAAP at least a month before your scheduled training. It is very difficult now to get an available room if we make last minute arrangements with a hotel. Shown below are the hotels within the vicinity of the workshop venue.

1. **Benitez Hostel**, Ylanan St. University of the Philippines Campus, Diliman Quezon City, Tel. (632) 926-1426, (Nearest DCAAP new office); no hot shower; single room - \$10 with private toilet and bath; no cooking).
2. **Fersal Apartelle**, 130 Kalayaan Ave. Quezon City, Tel. (632) 924-2298, (Outside but near the University of the Philippines Campus; with hot shower; single room - \$33 double room- \$33 or \$16.25 per person, if shared with another person; with private toilet and bath; needs taxi, \$2 per day; can cook).
3. **SEAMEO – INNOTECH**, Commonwealth Ave., Diliman, Quezon City, Tel. (632) 924-7681-84 loc.105/106, 925-7650, (Outside but near the University of the Philippines Campus; with hot shower; standard room - \$20; deluxe room \$28.57, with private toilet and bath; needs taxi, \$2 per day; no cooking).
4. **U.P. Alumni Hostel**, Alumni Center Diliman, Quezon City, Tel. (632) 926-9835, (Near training venue; no hot shower; single room - \$18; with private toilet and bath; no cooking).
5. **U.P. ISMED**, Quirino Ave., Diliman, Quezon City, Tel. (632) 928-2621 to 24, (No hot shower; near training venue, single room-\$20, common bath and toilet; double room - \$31 or \$15.50 per person,

if shared with another; with private bath and toilet; no cooking)

6. **U.P. Balay Internasyonal**, University of the Philippines Campus, Diliman, Quezon City, Tel. (632) 920-4843, (Very near venue of the workshop; with hot shower; single room - \$20; double room - \$25 with private toilet and bath; can cook).



Room rates may change without prior notice

For further information, please contact:

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