



International Conference on Corporate Governance & Sustainability
“Enhancing Effectiveness of Boards through Corporate Governance Best Practices”

CONFERENCE PARTICIPANT'S BRIEF

ORGANISERS:

The conference is being organised by the Mauritius Institute of Directors (www.miod.mu) and the Asian Centre for Corporate Governance and Sustainability (www.asiancentre.org), based in Mumbai, in collaboration with the Mauritius National Committee on Corporate Governance (www.nccg.mu).

CONFERENCE HOTEL:

Sugar Beach Resort Hotel.
Wolmar, Flic en Flac, Mauritius
Tel : +230 403 3300
Fax : +230 403 3600
Email : info@sugarbeachresort.mu
Website : <http://www.sugarbeachresort.com>

HOTEL CHECK IN TIME: 1400hrs

HOTEL CHECK OUT TIME: 1200hrs

ROOM RATES: quoted and payable in Euros

Applicable Accommodation Rates for Half Board (Breakfast and Dinner)

Double standard room: € 200 per room per night on half board basis, inclusive of all taxes.

Single standard room: € 150 per room per night on half board basis, inclusive of all taxes.

Applicable Accommodation Rates for Bed and Breakfast

Double standard room: € 175 per room per night, inclusive of all taxes.

Single standard room: € 125 per room per night, inclusive of all taxes.

HOTEL BOOKINGS:

Please contact the Reservations Department – Sugar Beach Resort- REF MIOD

Name Eric Pavillon Tel +230 402 0000 Email: eric.pavillon@sunresorts.mu

Fax: +230 402 0153

Rooms cannot be guaranteed after 31st July 2011 and will be allocated on a first come first serve basis.

PAYMENT AND EXTRAS:

Payment for the room, breakfast and all meals which are not included in the conference programme, and for all extras, will be for the participants's personal account and should be paid in full at the time of departure by credit card.

HOTEL REGISTRATION:

Please complete the enclosed Hotel Registration Form and return it to the Hotel by email to shirley.fareedun@sugarbeachresort.mu or by fax +230-4033600 before arrival.

FLIGHTS

Air Mauritius are offering special fares for delegates and for more information, please contact: Air Mauritius Reservations Department on +230 - 2077575 or AirMauritiusReservations@airmauritius.com

CONFERENCE REGISTRATION:

Please complete the enclosed Conference Registration Form and return it to the Conference Secretariat by email: conference@miod.mu or by fax +230-4681017 by 31st August 2011 latest.

PAYMENT INSTRUCTIONS

Payment for the Conference must be made in advance either by:

-Mauritius Rupee Cheque payable to Mauritius Institute of Directors OR

-Mauritius Rupee bank transfer to: MAURITIUS INSTITUTE OF DIRECTORS

Account number - 001-365055-016 Address: HSBC Centre, 18 Cybercity, Ebene.

Swift Code: HSBCMUMU IBAN number : MU72HSBC0701001365055016000MU

CANCELLATION POLICY

The organisers will at any stage permit a change in the nominated delegate. However, cancellations within 15 days of the event will be non-refundable. Earlier cancellation will incur a 15% penalty.

MAURITIUS QUALIFICATIONS AUTHORITY (MQA)

The Conference is registered with the MQA and Mauritian participants will be eligible for an HRDC refund.

FLIGHTS – ARRIVALS AND DEPARTURES:

Please indicate your arrival date and time of arrival in Mauritius and your arrival flight number on the Conference Registration Form. Please also provide your flight departure date, time and flight number.

VISAS:

If you require a visa, please make arrangements in advance. Only in exceptional cases, may we try to arrange a visa on arrival.

AIRPORT TRANSFERS:

We recommend that you pre-book airport transfers through the hotel. Please book through the Reservations Department – Sugar Beach Resort - REF MIOD

Name Eric Pavillon Tel +230 402 0000 Email: eric.pavillon@sunresorts.mu Fax: +230 402 0153.

The drive from the airport to the hotel will take approximately 1½ hours.

ON ARRIVAL AT THE HOTEL:

On arrival at the hotel, please proceed to Reception to register at the hotel. Then proceed to the special Conference Registration and Hospitality Desk which will be set up for you near the Conference Centre.

CONFERENCE PROGRAMME:

The conference will take place in the Sugar Beach Conference Centre. Please find enclosed the provisional Conference Programme. A final programme will be sent to you shortly.

Please indicate on your Registration Form which workshops and events you will be attending.

CONFERENCE REGISTRATION DESK:

The Conference Registration and Hospitality Desk will be located near the Conference Centre and will be open from 14 -17 September 2011 from 0800-1730hrs. Please collect your conference pack and badge in advance from this desk.

LANGUAGE:

The conference and all documentation will be in English. Please note that translation services will not be available.

DRESS CODE:

The dress code for the conference will be business dress.

WEATHER:

Mauritius has a tropical oceanic climate with moderately high temperatures and humidity throughout the year. Generally during the winter months of June to September, the weather is quite cool, dry and windy. During September, the average daytime maximum temperatures sit around 23-26°C. At night, the minimum temperature hovers around 15-17°C.

DIETARY REQUIREMENTS OR SPECIAL ARRANGEMENTS:

Please specify if you are vegetarian or have any special dietary or other requirements on the Conference Registration Form.

BREAKFAST:

Breakfast is served in the main restaurant, Mon Plaisir, from 0700hrs until 1030hrs every day.

INTERNET ACCESS:

The Hotel has a PC available with internet facilities in the Manor Lounge and at the Sport Centre. You will also have a WIFI access in your room and in the public areas of the hotel. The internet connection is charged at Rs 450 per hour.

KEY CONTACTS:

Conference Secretariat: Tel +230-4681015

Email: conference@miod.mu Fax +230-4681017 Website www.miod.mu

Hotel: Shirley Farreedun-Wick, Sales Manager Tel +230- 4033300

Email shirley.fareedun@sugarbeachresort.mu Fax +230-4033600