



# BIT's 3<sup>rd</sup> International Biotechnology Congress-2019

Theme: From Disruptive Innovation to Industrial Applications

Date: October 25-27, 2019 Place: Singapore



## Conference Guide

This guide is a practical reference for participants of IBC-2019. It provides information on all conference-related aspects of **logistics, transportation, food and accommodation** and so on.

### Registration

**Time:** October 24, 2019 (09:00-21:00)

**Place:** Registration Desk, Hotel Lobby, 1<sup>st</sup> Floor, Holiday Inn Singapore Atrium

Upon your arrival, please show your **confirmation letter, invitation letter or receipt** to confirm your registration information at the registration desk when you arrive to **Holiday Inn Singapore Atrium**. Please visit the registration desk directly for your conference kits. **Security passes** must be worn at all the time otherwise the conference is not accessible.

### Conference Programs

The final program has been released on the website <http://www.bitcongress.com/IBC2019/scientificprogram.asp>, please carefully check your **speech time, theme name** and other information in case cause some mistakes, please note that there may be **minor adjustments** with the final program before **September 30**, please contact Sophie with [sophie@mol-cell.com](mailto:sophie@mol-cell.com) for any changes on the oral presentation or poster before **September 27**.

#### ■ Presentation Slide

For all speakers, please bring your speech slides to the meeting room and copy it to the computer directly **10 minutes** prior to the session starts. **Memory stick or USB** is recommended. Generally speaking, all of the speakers are requested to use **our computer** unless your file could not be compatible with our projector.

#### ■ Poster and Exhibition



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Poster Presentations and Exhibition have been scheduled from October 25 (09:30) to October 27 (12:00) at 3<sup>rd</sup> Floor.

## Conference Agenda

Date	Activities	Time	Place
October 24, 2019, Thursday	Registration	09:00-21:00	Lobby, 1F, Holiday Inn Singapore Atrium
October 25, 2019, Friday	Opening Ceremony Keynote Forum	09:00-11:50	4F, Atrium Ballroom, Holiday Inn Singapore Atrium
	Welcome Banquet	19:00-21:00	4F, Atrium Ballroom, Holiday Inn Singapore Atrium
October 25~27, 2019	Parallel Sections	09:00-18:00	3F, Holiday Inn Singapore Atrium

The final agenda has been released online, please carefully check it on the conference website: <http://www.bitcongress.com/IBC2019/schedule.asp> .

**Note:** There will be no great change in the conference agenda, but a **minor adjustment** on presentation sequence may be made according to the logical sequence of the speech content. If you cannot open the website, please contact with [sophie@mol-cell.com](mailto:sophie@mol-cell.com) to get the final conference agenda.

## Conference Venue and Hotel



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**Hotel Name: Holiday Inn Singapore Atrium (Package Fee)**

**Address:** 317 Outram Road Singapore 169075

**Tel:** +65 6733 0188

The **conference venue and all activities of the program** will be arranged at this hotel. **There is only one assigned hotel for IBC-2019, it is Holiday Inn Singapore Atrium.**

**Note 1:** All the participants who booked the **package fee** will stay in this hotel, as well as the attendees who booked the hotel via the organizing committees. You can go to the registration desk to finish the registration directly. Anyway, please kindly pay attention to the service time of the registration desk. At your early convenience, all registrants only need take your **passport** to check in and then you will get the **room key and room number**.

**Note 2:** The hotel will charge a **deposit** when you **check in** case your damage of the hotel room or your extra charge in the hotel, however, the amount will be refunded to you when you check out.

**Adaptors:** Please make sure you have brought the proper adaptor for your cell-phone and your laptop in Singapore.

**Note 3:** For those who didn't book the accommodation through the committee organization, please kindly arrange your accommodation and supper by yourself in advance.

**Note 4:** Please note that the **check in** time is normally at the day you arrive at **14:00** and the **check out**



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time is on the day you leave before **12:00(noon)**. For departures after 14:00, half day room rate will be charged. For departures after 18:00, an additional night's stay will be charged. For early morning arrivals, it is recommended that the room be reserved and paid for the night prior to ensure the room is ready upon arrival.

**Note 5:** The hotel reservation will be **cancelled** after **10:00 p.m.** If you can't arrive in time, please send your itinerary with flight information to Sophie at [sophie@mol-cell.com](mailto:sophie@mol-cell.com) in advance.

**Note 6:** Please inform me in advance if you have **accompany person**, normally, the hotel room can only accommodate **one person** except who those have informed me previously for coming two persons.

## Transportation

### By Taxi from Changi Airport to Holiday Inn Singapore Atrium Hotel

The distance is 22.02 km between Changi Airport and **Holiday Inn Singapore Atrium**. It takes about 25-35 minutes by **taxi** and estimated taxi fare would be **S\$25-35** (one way) depending on the time and day of travel. There is a **50% surcharge** on the metered fare if you board a taxi after **midnight**.

**Note:** You don't need to book in advance, just queue at the taxi rank at the airport. All taxis use meter and will issue a machine-printed receipt when requested.

### By Airport Bus from Changi Airport to Holiday Inn Singapore Atrium Hotel

This line provides service between the Singapore Changi Airport and the downtown hotels of the city. Please check if your hotel is included before booking. To book your trip you should approach to Ground Transport Desks at Arrivals Hall of Terminals 1, 2, 3 & 4 at Changi Airport.

**Duration from Airport to Downtown:** normally 25 minutes



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**Departure:** Every 15 – 30 minutes (it differs based on peak hour)

**Location:** All Changi Airport Terminals

**Ticket Cost:** One-way ticket costs \$9 adults and 6\$ children 12 years old and below

**Customer service:** +65 6241 3818 (main booking hotline / 24 hours available)

**Note:** Seats on the shuttle bus are available on a first-come-first-service basis.

**More Information about the Changi Airport to Holiday Inn Singapore Atrium Hotel,** please visit the website <http://www.changiairport.com/en/airport-guide/transport/shuttle-services.html>

## Getting Around

- 5-minute walking distance to Robertson Quay.
- 5-minute drive to Orchard Road and Chinatown.
- 10-minute drive to Central Business District, including Shenton Way, Raffles Place and Marina Bay Financial Centre, Suntec Singapore International Convention Centre and Exhibition Centre.
- 10-minute walk to Outram Park MRT Station.
- Complimentary shuttle service to Orchard Road and Clarke Quay MRT.

**Note:** Please buy **Local Map** in advance if you want to visit some places.

## Dining

You can find all information about meals on the meal pass when you register on-site (**inside the name badge**) and please take care of them.

## Participation Guideline



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- **Visa**

Foreign attendees will need to apply for visa by **themselves** usually, so IBC-2019 recommends applying for visas as early as possible. Visas are required for some nationalities to travel to Singapore for this conference. Please contact your travel agent and/or the Singapore Consulate/Embassy in your country for exact details and visa application procedures as soon as possible. Meanwhile, we strongly advise the foreign attendees to apply for the **Tourist Visa** instead of Business Visa which is more accessible. We apologize for any inconvenience maybe caused to you.

- **Weather**

According to the weather forecasting: the average temperature during the period of conference is 24-30°C.

- **Currency**

The official currency is the **SGD (Singapore Dollar)**. Major credit cards are accepted (VISA, MASTERCARD) and foreign currency can be converted in **airport, hotels, in stores** and in subsidiaries of the Bank of Singapore. The working hour of most foreign exchange centre is: 10:00-15:00. You are advised to exchange some SGD for your bus/taxi fares before your departure. The exchange rate between U.S. dollar and SGD is approximately at 1: 1.363. Please check for further updates. Though major credit cards are accepted at big stores and ATMs, cash is still more widely used.

- **Electricity**

In Singapore the standard voltage is **230 V** and the frequency is 50 Hz. You can use your electric appliances in Singapore, if the standard voltage in your country is in between 220 - 240 V (as is in the UK, Europe, Australia and most of Asia and Africa). Manufacturers take these small deviations into account. If the standard voltage in your country is in the range of 100 V - 127 V (as is in the US, Canada and most South American countries), you need a voltage converter in Singapore. You can



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also consider a combined power plug adapter/voltage converter.

If the frequency in Singapore (50 Hz) differs from the one in your country, it is not advised to use your appliances. But if there is no voltage difference, you could (at your own risk) try to use the appliance for a short time. Be especially careful with moving, rotating and time related appliances like clocks, shavers and electric fan heaters.

To be sure, check the label on the appliance. Some appliances never need a converter. If the label states 'INPUT: 100-240V, 50/60 Hz' the appliance can be used in all countries in the world. This is common for chargers of tablets/laptops, photo cameras, cell phones, toothbrushes, etc.

- **Working Language**

The working language of this conference is **English**, therefore, simultaneous interpretation will not be provided.

Singapore has four official languages listed in its constitution: Malay, Mandarin, Tamil, and English. This mix of linguistic cultures means communication is a cosmopolitan affair.

- **Local Time**

### **Time Difference**

Standard Time Zone: UTC/GMT +8 hours

### **B. Working Hours**

Most business organizations, government departments and banks are open at 08:00am-16:30pm. Working week runs from Monday to Friday. Most shops are open from 10:00 am-22:00 pm, 7 days a week.

- **Emergency Number**

Police: 999

Fire Department: 995



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Emergency Ambulance: 995

Non-emergency Ambulance: 1777

Police Hotline: 1800 255 0000 (Non-emergencies: 65 6255 0000)

Traffic Police: 6547 0000

- **Insurance Policy**

It is advised to have insurance to cover sickness and other possible traveling problems. For hospitalization in Singapore, you may have to pay first and then claim it back from your insurance company. The organizing committee will not take the responsibility for any personal injuries sustained or for loss of, or damage to, property belonging to conference participants or their accompanying persons, either during or as a result of the Conference.

## Conference Contact

**Ms. Sophie Yu**

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