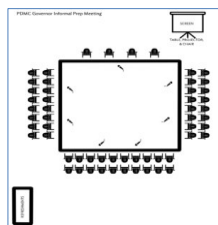
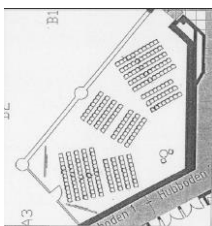
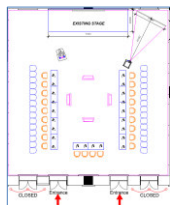
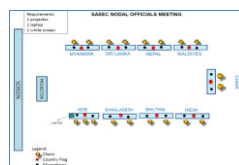
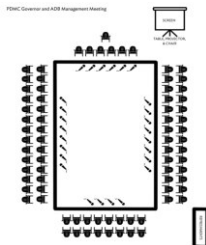
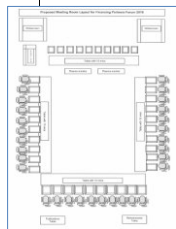
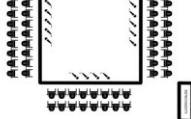
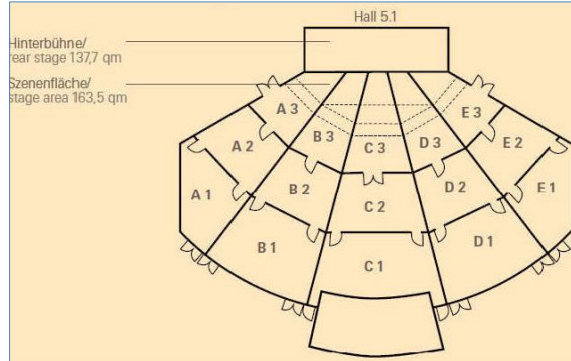
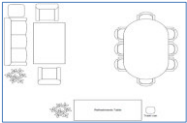


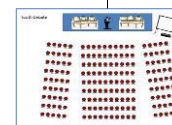
Asian Development Bank
49th Annual Meeting (FRANKFURT 2016)
Meeting and Function Rooms Utilization

ADB Room Managers (GOC names to be provided)	Room	sq.m.	1 May (Sunday)	2-May (Monday)	3-May (Tuesday)	4-May (Wednesday)	5-May (Thursday)																										
CYNTHIA MARTINEZ / ROMMEL SAMIA	Congress Center, Harmonie Hall, Rooms A1 & A2 (112 + 94.8 = 206.8 m2)	For PDMC meetings: use same layout for morning and afternoon meeting but less chairs in the morning meeting	8:30-12:00 Pacific DMC Governors Informal Preparatory Meeting (50) Refreshment hollow square setup 7 table microphones amplifier and speaker system water jugs and glasses or bottled water for each governor seated near the table 	9:00 - 10:00 Civil Society Organizations and ADB Management Meeting (230) (c/o Civil Society Center) Refreshment 230 chairs arranged in semi-circular manner with 9 chairs in front for members of the ADB Management and Head, NGOC 3 floor/standing microphones; 4 wireless hand-held mikes digital audio recording photographer at 10am 	10:00-12:00 South Asian Association for Regional Cooperation Finance Ministers' Meeting (40) refreshment hollow rectangle for 40 pax; lectern with microphone 1 floor standing microphone 15 table microphones digital recording Powerpoint setup with clicker and laser pointer photographer needed by 10am 10:30-11:00 Morning Tea Reception for the SAARC Finance Ministers (40) - tea reception - 1 standing microphone 	2:30-4:00 South Asia Subregional Economic Cooperation (SASEC) Nodal Officials Meeting (25) hollow rectangle for 19 pax + 6 additional chairs lectern with microphone 9 table mikes 4 wireless hand-held mikes Powerpoint setup digital recording facility photographer at 230Pm 																											
			2:00-4:00 Pacific DMC Governors and ADB Management Meeting (70) Refreshment hollow rectangle for 42 lectern with microphone 26 table mikes digital recording Powerpoint setup water jugs and glasses or bottled water; registration table 	2:00-4:00 Financing Partners Forum (70) refreshment table inside room hollow rectangle for 48 pax; (10 chairs at head table); additional chairs for 22 pax registration table outside room lectern with microphone 2 lapel mikes; 3 floor/standing mikes; 40 table mikes; 3 wireless mikes digital recording photographer Powerpoint setup 2 LCD screens for presenters 	5:00-6:00 Regional Infrastructure for the Development of Afghanistan: Preparation for the Brussels Conference on Afghanistan 2016 (75) Refreshment hollow rectangle for 48 pax; (10 chairs at head table); additional chairs for 22 pax lectern with microphone 2 lapel mikes; 3 floor/standing mikes; 40 table mikes; 3 wireless mikes digital recording photographer Powerpoint setup 2 LCD screens for presenters 	 <p>Hinterbühne/ rear stage 137,7 qm Szenenfläche/ stage area 163,5 qm</p> <table><tr><td>A 1:</td><td>112,0 qm</td></tr><tr><td>A 2:</td><td>94,8 qm</td></tr><tr><td>A 3:</td><td>72,8 qm</td></tr><tr><td>B 1:</td><td>173,0 qm</td></tr><tr><td>B 2:</td><td>97,2 qm</td></tr><tr><td>B 3:</td><td>84,5 qm</td></tr><tr><td>C 1:</td><td>170,5 qm</td></tr><tr><td>C 2:</td><td>117,2 qm</td></tr><tr><td>C 3:</td><td>104,2 qm</td></tr><tr><td>D 1:</td><td>173,0 qm</td></tr><tr><td>D 2:</td><td>97,2 qm</td></tr><tr><td>D 3:</td><td>84,6 qm</td></tr><tr><td>E 1:</td><td>111,5 qm</td></tr><tr><td>E 2:</td><td>94,7 qm</td></tr><tr><td>E 3:</td><td>72,8 qm</td></tr></table>	A 1:	112,0 qm	A 2:	94,8 qm	A 3:	72,8 qm	B 1:	173,0 qm	B 2:	97,2 qm	B 3:	84,5 qm	C 1:	170,5 qm	C 2:	117,2 qm	C 3:	104,2 qm	D 1:	173,0 qm	D 2:	97,2 qm	D 3:	84,6 qm	E 1:	111,5 qm	E 2:
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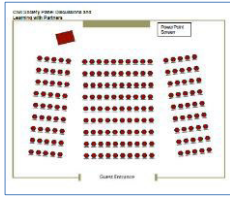
ADB Room Managers (GOC names to be provided)	Room	sq.m.	1 May (Sunday)	2-May (Monday)	3-May (Tuesday)	4-May (Wednesday)	5-May (Thursday)
ALBERT ARRUBIO	Congress Center, Harmonie Hall, Room A3	72.8 m2	 <p>SEMINAR SPEAKERS ROOM meeting table for 8 persons; one 3-seater sofa; 2 armchairs; 1 table; 1 refreshment table</p>				
					1:00 - 2:00 Governors' Seminar speakers holding room		
RINO PAEZ / ALBERT ARRUBIO	SEMINAR ROOM	Congress Center, Harmonie Hall Rooms B1+B2 (173 + 97.2 = 270.2 m2 250 pax) 1 cocktail table and stool for Seminar Moderator	seminars - with digital backdrop and simultaneous interpretation booths	2:00-3:30 ADB SEMINAR: Asia-Europe Economic Cooperation: Fostering Greater Trade and Investment theater style (for 200 pax) 8 chairs for podium 3 handheld mics, 8 table mics, 1 projector and screen, 1 laptop, 1 laser pointer and clicker, 1 LCD screen (in front of panelists), digital recording refreshment plants (1 each side of the podium)	9:00-10:30 Host Country Seminar New Asian-European Approaches on Finance and Infrastructure		
				4:00-5:30 ADB SEMINAR: Quality Employment and a Better Workplace theater style (for 200 pax) 8 chairs for podium 3 handheld mics, 8 table mics, 1 projector and screen, 1 laptop, 1 laser pointer and clicker, 1 LCD screen (in front of panelists), digital recording refreshment plants (1 each side of the podium) (with SI for German language for Minister Muller)	11:00-12:30 Host Country Seminar Empowerment through Technical and Vocational Education and Training - Innovative Financing Approaches	3:30-5:00 ADB SEMINAR: Advancing Clean and Climate Resilient Development in Asia and the Pacific live webcast theater style (for 200 pax) 8 chairs for podium 1 lectern, 1 lectern mic, 3 handheld mics, 8 table mics, 1 projector and screen, 1 laptop, 1 laser pointer and clicker, 1 LCD screen (in front of panelists), digital recording refreshment plants (1 each side of the podium)	1:30-2:30 Future Annual Meeting Host Country Event (Yokohama 2017) 20 cocktail tables / stage projection screen / projector sound system buffet tables at side walls 2 standing mikes (details to be determined by organizer)

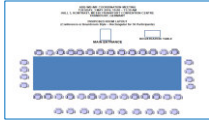
ADB Room Managers (GOC names to be provided)	Room	sq.m.	1 May (Sunday)	2-May (Monday)	3-May (Tuesday)	4-May (Wednesday)	5-May (Thursday)
RIA CARLOS	Congress Center, Harmonie Hall, Room C1 & C2 (170.5 + 117.2 = 287.7 m2 250 pax theater) PRESS CONFERENCE ROOM 1 cocktail table and stool for Seminar Moderator			11:00 - 12:00 President's Opening Press Conference (250 pax) - live webcast - refreshment - theater-style for 250 pax; head table for 2 - 2 table mikes and 4 wireless hand-held mikes; - digital recording - registration table - digital backdrop - raised platform for media - Powerpoint setup (clicker/laser pointer) - 2 SI Booths - photographer	9:00-10:30 ADB SEMINAR: Moving Towards Cities of the Future - Delivered, Driven or Demanded? theater style (for 200 pax) 8 chairs for podium 1 lectern, 1 lectern mic, 3 handheld mics, 8 table mics, 1 projector and screen, 1 laptop, 1 laser pointer and clicker, 1 LCD screen (in front of panelists), digital recording refreshment plants (1 each side of the podium) SI booth (Japanese)	10:30-12:00 Host Country Seminar Mobilising Private Capital for Green Finance in Asia and in Europe	2:30 - 3:30 President's Closing Press Conference (250 pax) - live webcast - refreshment - theater-style for 250 pax; head table for 2 - 2 table mikes and 4 wireless hand-held mikes; - digital recording - registration table - digital backdrop - raised platform for media - 2 SI Booths - photographer
				11:00-12:30 ADB SEMINAR: Asia-Europe Macro Links: Opportunities and Spillovers (jointly with IMF) live webcast theater style (for 200 pax) 8 chairs for podium 1 lectern, 1 lectern mic, 3 handheld mics, 8 table mics, 1 projector and screen, 1 laptop, 1 laser pointer and clicker, 1 LCD screen (in front of panelists), digital recording refreshment plants (1 each side of the podium)	4:30-5:30 CNBC Debate - Asia's Economic Outlook: 60% and Counting refreshment theater style for 250 pax; head table for 6 backdrop 4 floor/standing microphones 6 wireless handheld mikes digital audio recording Photographer		
			MEDIA BRIEFING ROOM				
CYNTHIA MARTINEZ / ROMMEL SAMIA	Congress Center, Harmonie Hall, Room C2 117.2 m2			2:00-5:00 AFE-ADB 30th Annual General Meeting (50) Refreshment theater-style for 50 pax; head table for 4 4 table microphones; 2 wireless handheld mikes digital recording Powerpoint setup photographer at 3:00pm			

ADB Room Managers (GOC names to be provided)	Room	sq.m.	1 May (Sunday)	2-May (Monday)	3-May (Tuesday)	4-May (Wednesday)	5-May (Thursday)
RINO PAEZ / ALBERT ARRUBIO / JAY CASTELO	Congress Center, Harmonie Hall, Rooms D&E 637.8 m2 Rooms D1/D2/E1/E2 480.4 m2 1 cocktail table and stool for Seminar Moderator			10:00 - 12:30 Host Country Event (500) Germany's Energy Transition - A Model for Asia?	9:00-11:00 Learning with Partners 2: Youth for Global Goals: Mobilizing Youth to Contribute to Achieving the Sustainable Development Goals (SDGs) (AIESEC) (400) (c/o Civil Society Center) Refreshment Theater-style for 400 persons; 2 head tables for 3 each side lectern with microphone 6 wireless microphones; 4 floor/standing microphones digital audio recording Powerpoint setup w/ videolink to Resident Missions		
				4:00 - 5:30 ADB SEMINAR: The Future of Financial Markets: A Changing View of Asia theater style (for 200 pax) 8 chairs for podium 3 handheld mics, 8 table mics, 1 projector and screen, 1 laptop, 1 laser pointer and clicker, 1 LCD screen (in front of panelists), digital recording refreshment plants (1 each side of the podium)	2:00-3:30 Governors' Seminar: Structural Reforms: Pathways to Sustained Growth live webcast SI booths; backdrop theater style for 500 pax) 1 lectern, 1 lectern mic, 4 handheld mics, 8 long gooseneck mics, 1 lapel mic, 2 projector and screens, 2 laptops, 4 laser pointer, 1 wireless mouse, 2 LCD screens, 1 digital recording languages: Japanese, Chinese, Korean (to be determined)		
						2:00-3:30 Governors' Roundtable (91 seats) (closed-door session) - with simultaneous interpretation (5 languages - Korean, Chinese, Japanese, Mongolian, German) (to be determined); - 14 microphones - SI headsets - Refreshments (coffee, tea, cookies)	9:00 - 10:30 Governors' Plenary (40) - refreshment tables - armchairs - 20 handheld mics - 2 lapel mikes - simultaneous interpretation (Japanese, Chinese, German, Mongolian) (td) - 2 concentric circles




ADB Room Managers (GOC names to be provided)	Room	sq.m.	1 May (Sunday)	2-May (Monday)	3-May (Tuesday)	4-May (Wednesday)	5-May (Thursday)
RINO PAEZ / ALBERT ARRUBIO	SPONSORED SEMINAR ROOMS	Congress Center, Fantasie, Level C3 (255 m2 120 pax round tables)	catering, set-up and equipment to be paid by sponsors	8:00-9:30 Sponsored Breakfast Seminar: Sustainable Solutions for Micro, Small and Medium-sized Enterprises (MSMEs) (Commerzbank) (PSOD) - round tables - plated lunch - stage and technical set-up		8:00-11:00 Introducing European Investors to the Opportunities in Asia (organized by Emerging Markets) (c/o DER) - round tables - stage and technical set-up	12:00-1:30 Sponsored Seminar: Urban Innovations - Smart, Secure and Sustainable Cities (KPMG) - round tables - plated lunch - stage and technical set-up
				12:30-2:00 Sponsored Seminar: 2015 ADB Private Sector-CNBC Awards and Panel on the Bottom Line and the Bottom of the Pyramid: How Innovative Business Practices are Improving the Lives of the Poor (Credit Suisse) - round tables - plated lunch - stage and technical set-up	12:30-2:00 Sponsored Seminar: Who Wins and Loses from Asia Pacific Rebalancing? A Macro-Credit Analysis (Standard & Poors) - round tables - plated lunch - stage and technical set-up	12:00-1:30 Sponsored Seminar: Quality Education and Skills - Enablers for Decent Work (PricewaterhouseCoopers) - round tables - plated lunch - stage and technical set-up	
				4:00-5:30 Host Country Seminar Promoting Renewable Energies in Asia – The Quality Challenge			
		Congress Center, Spektrum, Level C2 (247 m2 120 pax round tables)	catering, set-up and equipment to be paid by sponsors	12:30-2:00 Sponsored Seminar: Inclusive and Sustainable Growth through Affordable Access and Smart Financing of Information Technology (Microsoft) - round tables - plated lunch - stage and technical set-up		12:00-1:30 Sponsored Seminar: Role of Innovative ICT Solutions for Financial Inclusion (NEC Corporation) - round tables - plated lunch - stage and technical set-up	
					12:30-2:00 Sponsored Seminar: Internationalizing Asia's Capital Markets - The Role of Governments and Multilateral Institutions in Connecting East and West (International Financing Review - Thomson Reuters with Fitch Ratings, State Bank of India and HSBC) - round tables - plated lunch - stage and technical set-up	2:30-4:30 Host Country Seminar Promoting Decent Work in Global Value Chains: Multi-Stakeholder-Initiatives and Vision Zero Fund	

ADB Room Managers (GOC names to be provided)	Room	sq.m.	1 May (Sunday)	2-May (Monday)	3-May (Tuesday)	4-May (Wednesday)	5-May (Thursday)
SUZANNE NAZAL (for CSPs & LwPs) JAY CASTELO (for IEs)	CIVIL SOCIETY PROGRAM	Congress Center, Conclutio, Level C2 (156 m2) 150 pax theater style		<p>12:30-2:00 Civil Society Panel 1: Institutional Reforms to Improve Implementation of ADB's Safeguards Policy (NGO Forum on ADB) (130)</p> <p>Refreshment Theater-style for 130 persons; head table for 8 lectern with microphone 3 floor/standing microphones 4 wireless hand-held mikes digital audio recording photographer Powerpoint setup</p>	<p>11:00-12:30 Civil Society Panel 2: A Grassroots Perspective on Integrating Core Labor Standards in ADB: (NGO Forum on ADB & Public Services International) (130)</p> <p>Refreshment Theater-style for 130 persons; head table for 8 lectern with microphone 3 floor/standing microphones 4 wireless hand-held mikes digital audio recording photographer Powerpoint setup</p>	<p>9:00-10:30 Civil Society Panel 3: Infrastructure-Driven Growth Model of Multilateral Development Banks in the Context of Planetary Limits (NGO Forum on ADB and Oxfam) (130)</p> <p>Refreshment Theater-style for 130 persons; head table for 8 lectern with microphone 3 floor/standing microphones 4 wireless hand-held mikes digital audio recording photographer Powerpoint setup</p>	
			 <p>2:30-4:00 Learning with Partners 1: Space for Civil Society Engagement in SDGs Implementation: Will it Shrink or Expand? (Partnership for Transparency Fund) (130)</p> <p>Refreshment Theater-style for 130 persons; head table for 8 lectern with microphone 3 floor/standing microphones 4 wireless hand-held mikes digital audio recording photographer Powerpoint setup</p>			<p>10:30-12:00 Learning with Partners 3: Safeguarding Climate Change Finance in Asia and the Pacific (Transparency International) (130)</p> <p>Refreshment Theater-style for 130 persons; head table for 8 lectern with microphone 3 floor/standing microphones 4 wireless hand-held mikes digital audio recording photographer Powerpoint setup</p>	
				<p>4:30-6:00 Institutional Event (OSFMD) Procurement Opportunities in ADB-Financed Projects</p> <p>100 pax theater style refreshment head table for 3 persons; 2 floor/standing mikes; 3 table mikes; 1 wireless mike; digital recording; photographer</p>		<p>1:30-2:30 Institutional Event (OCRP/OSPF) Lessons Learned in Implementing ADB's Accountability Mechanism</p> <p>120 pax theater style refreshment head table for 5 persons; lectern with microphone; 2 floor/standing microphones 5 table microphones; 1 wireless microphone; digital recording</p>	
						<p>4:00-5:00 Institutional Event (SPD) How Did ADB Perform? The 2015 Scorecard</p> <p>100 pax theater style refreshment head table for 2 persons; lectern with microphone; 2 floor/standing mikes; 2 table mikes; 1 wireless mike; digital recording</p>	
						<p>5:30-6:30 Institutional Event (IED) Innovating for Economic and Environmental Sustainability in Asia and the Pacific</p> <p>100 pax theater style refreshment head table for 4 persons; lectern with microphone; 2 floor/standing mikes; 4 table mikes; 1 wireless mike; digital recording</p>	


ADB Room Managers (GOC names to be provided)	Room	sq.m.	1 May (Sunday)	2-May (Monday)	3-May (Tuesday)	4-May (Wednesday)	5-May (Thursday)
ANNIE DE JESUS	Hall 3, Kontrast, Level Via (130 m2)			<p>9:00-12:00 AFE-ADB Chapter Coordinators' Meeting (25)</p> <p>refreshment hollow rectangle for 15; additional chairs for 10 15 table microphones digital recording Powerpoint setup photographer needed at 10:00am</p>	<p>11:30-12:30 Regional Cooperation and Integration Meeting (30)</p> <p>refreshment hollow-rectangle for 30 15 table microphones</p> <p>2:00-4:00 German Ministry of Health (c/o Anja)</p>	<p>7:45-9:00 ADB-World Bank-IMF Coordination Meeting (36)</p> <p>Buffet breakfast hollow rectangle for 36 pax additional chairs for 10 persons registration table/chair 18 table microphones digital audio recording</p> 	
CYNTHIA MARTINEZ	Governors Meeting Room 1 Hall 3, Room 11, Level Via						
	Governors Meeting Room 2 Hall 3, Room 12, Level Via						

A detailed architectural diagram of the National Stadium for the 2008 Olympic Games. The stadium features a large, oval-shaped seating bowl with multiple tiers of seats, color-coded by section: red/orange for the main bowl, green for side sections, and blue for end sections. The field area is centrally located. Surrounding the stadium are various facilities including entrances, exits, and service areas. The entire layout is enclosed within a rectangular boundary representing the stadium's perimeter.

ADB Room Managers (GOC names to be provided)	Room	sq.m.	1 May (Sunday)	2-May (Monday)	3-May (Tuesday)	4-May (Wednesday)	5-May (Thursday)
CYNTHIA MARTINEZ / ROMMEL SAMIA / PAUL BARCENA / JAY CASTELO	OPENING SESSION	FESTHALLE OPENING SESSION (min. 2500 m2) ___ m2; 2500 pax stage area ___ ; stage ceiling ___ meters; 6 SI booths; area for TV cameras and photographers wide screens	10:00-11:00 PRESIDENT'S SPEECH TECHNICAL REHEARSALS (with lights and sound)	3:30 pm SETUP for OPENING SESSION; - ADB and host country flags; lectern with Annual Meeting logo flag size - 1 x 2 meters			
				6:30 - 8:30 Host Country Reception (3000)	4:30 - 6:00 OPENING SESSION OF THE BOARD OF GOVERNORS (2,500) (with simultaneous interpretation for 6 languages) - live webcast - S.I. headsets (1,800 units) - speech prompter (ADB to provide) - closed-circuit TV system to cover proceedings; - 2 flagpoles; 2 lecterns; - 2 microphones (one for each lectern); - audio and video recording - 2 wide screens on stage (4.5 x 4.5m) - 1 middle screen on stage (12 x 16 m) - backdrop with AM logo - seat signs for all categories of participants (ADB to provide)	<u>Channel assignment:</u> <u>(TO BE CONFIRMED)</u> Channel 1 - Channel 2 - Channel 3 - Channel 4 - Channel 5 - Channel 6 -	

Meeting and Function Rooms Allocation							
ADB Room Managers (GOC names to be provided)	Room	sq.m.	1 May (Sunday)	2-May (Monday)	3-May (Tuesday)	4-May (Wednesday)	5-May (Thursday)
RINO PAEZ / ALBERT ARRUBIO (ADB)	OFFICES	Via Mobile from level C2 direct passage to Forum and Hall 3		SEMINAR COORDINATION OFFICE AND MEETING ROOM - 6 work tables; 10 chairs; 1 meeting table for 10 persons; one 3-seater sofa; 1 armchair, 1 table, 1 coffee table, 1 refreshment table			
CYNTHIA MARTINEZ / ROMMEL SAMIA		Congress Center, Illusion, Level C3	OFFICE OF THE PRESIDENT + PRESIDENT'S SPEECH REHEARSAL ROOM + LOAN SIGNING ROOM + OPR STAFF ROOM, HEADS OF DEPARTMENTS WAITING AREA + 3 DELEGATIONS WAITING ROOMS Refreshment stations				
NICOLE PESADO / JAY CASTELO		Forum, Agenda, Level 0	ADB SECRETARIAT OFFICE				
			OFFICE OF THE SECRETARY OF THE BOARD OF GOVERNORS and SECRETARIAT MEETING ROOM (KOLLEG)				
			ADB SECRETARIAT OFFICE (including BUSINESS PROCEEDINGS UNIT & NETWORKING EVENTS UNIT); SECRETARIAT MEETING ROOMS; SECRETARIAT STORAGE ROOM FOR MATERIALS AND DOCUMENTS (cloakroom under Agenda)				
PAUL BARCENA / JAY CASTELO		Forum, Areal, Level 0	BOARD OF DIRECTORS' OFFICES AND MEETING ROOMS + ADDITIONAL BOD MEETING ROOMS				
ANNIE DE JESUS		HALL 3	HEADS OF DEPARTMENTS AND OFFICES (700 m2) + 6 HOD MEETING ROOMS + 30 LOCKERS +9 WORKSTATIONS FOR SECRETARIES				
RIA CARLOS		HALL 5	MEDIA CENTER (1000 m2)				
SUZANNE NAZAL		HALL 5	CIVIL SOCIETY CENTER (390m2) CIVIL SOCIETY ROOM additional 3 stand-alone PCs with printer 4 work tables, 1 meeting table for 12 pax, 14 stackable chairs				
CITA CUEVAS		Entrance City	REGISTRATION CENTER				
c/o GIZ		Congress Center VIP Lounge, Level C1	Office of the Chair of the Board of Governors and Meeting Room				
		Congress Center: Chorus/Tempo/Accord/ Ductus/Kausur, Level C1	Host Country Secretariat				
BIGGS JAVELLANA		Idee and Kontakt, Level C1	TV studio and Media Interview room				
ANNIE DE JESUS	Hall 3 (East Wing offices), Level C	Observers' Lounge (for sister organizations - World Bank, IMF, AfDB) 15 arm chairs; 5 coffee tables					
		3 Observers' Meeting Rooms (ROOMS 106, 108, 110) 20 chairs and meeting table for each room					

ADB Room Managers (GOC names to be provided)	Room	sq.m.	1 May (Sunday)	2-May (Monday)	3-May (Tuesday)	4-May (Wednesday)	5-May (Thursday)
MARILOU DELA CRUZ / RORY JORGE	NETWORKING EVENTS	MARRIOTT HOTEL Platinum Ballsaal II	6:30-8:30 Treasury Department Cocktail Reception (120) cocktail tables, lounge chairs, buffet tables piped-in music				
		GRANDHOTEL HESSISCHER HOF Festsaal and Mittelsalon Rooms	6:00-8:00 PSOD Cocktail Reception (120) cocktail tables, lounge chairs, buffet tables 1 mike, registration table, 3 chairs				
		KAP EUROPA			6:30 - 8:00 ADB President's Reception (1500)		
		Networking Area, Hall 5 City of Sustainability	6:00 - 8:30 pm AFE-ADB Cocktail Reception (140 pax) (c/o AFE-ADB) - buffet - 20 stand-up cocktail tables - 3pcs. 3-seater sofas - 1 wireless microphone (use mike from Media Center) - piped-in music - 1 registration table with 3 chairs outside the room - photographer needed at 6:30pm	12:30 - 2:00 Networking Lunch			
						6:00-8:00 pm Media Reception (300) Buffet for 150 pax cocktail tables; 2 buffet tables 1 wireless microphone (use mike from Media Center) sound system photographer	
HOST COUNTRY		HALL 4				12:15 - 1:45 Luncheon hosted by the Central Bank of Germany on behalf of the Federal Government (250 pax)	

Meeting and Function Rooms Utilization							
ADB Room Managers (GOC names to be provided)	Room	sq.m.	1 May (Sunday)	2-May (Monday)	3-May (Tuesday)	4-May (Wednesday)	5-May (Thursday)
MARRIOTT HOTEL			5:00 - 7:00 Third ADF 12 Replenishment Meeting (115) hollow square for 82; additional chairs for 35; 47 table mikes wide screen at back of headtable Projector; 7 LCD screens (50") digital recording (for transcription) Powerpoint setup (laptop, mouse,clicker, splitter) registration table (outside hall) - (1 table and 2 chairs) Secretariat table inside the room - (1 table and 5 chairs) small printer and laptop w/ mouse in Secretariat table Photographer 7:00-9:00 Cocktails (100)	14:00-18:00 ASEAN+3 Finance and Central Bank Deputies Meeting (160)	9:00-12:30 ASEAN+3 Finance Ministers and Central Bank Governors Meeting (180) 12:45-1:15 ASEAN+3 Press Conference		
			ASEAN+3 Secretariat Room (15) (c/o MOF PRC) (Lao PDR & PRC) <qinjie@mof.gov.cn> Mr. Qin Jie cc: cmof1118@163.com, gongyuantan@163.com				
	RESTAURANT/SNACK BARS	Hall 5 City of Sustainability	Snack bar open from 1-5 May from 00:00-00:00pm				
		Congress Center, C2	Snack bar open from 1-5 May from 00:00-00:00pm				

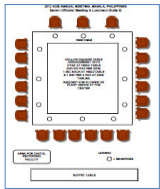
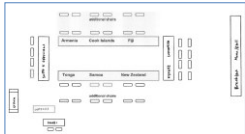
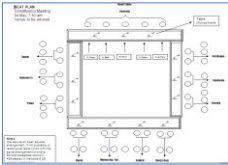
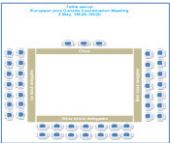
cmartinez@adb.org

Fischer, Anja GIZ <anja.fischer@giz.de>, "John, Anna GIZ" <anna.john@giz.de>, "Tredway, Maria GIZ" <mia.tredway@giz.de>, "Grumbach, Franziska GIZ" <franziska.grumbach@giz.de>, "Baumgaertel, Ute GIZ" <ute.baumgaertel@giz.de>, "Soldan, Charlotte GIZ" <charlotte.soldan@giz.de>, Roberta Odebrecht <rodebrecht@kit-group.org>, "Rebecca.Henn@messefrankfurt.com" <Rebecca.Henn@messefrankfurt.com>, "Nora.Nasse@messefrankfurt.com" <Nora.Nasse@messefrankfurt.com>, ADB2016@messefrankfurt.com, Thomas.Mueller@MesseFrankfurt.com,

Asian Development Bank
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MEETING ROOM UTILIZATION (BOARD CONSTITUENCY MEETING ROOMS IN FORUM)

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ADB Secretariat Room Manager: Paul Barcena (main) / Jay Castelo

Floor	Room sq.m.	Room Managers (Board Executive Assistants)	1 May (Sunday)	2-May (Monday)	3-May (Tuesday)	4-May (Wednesday)	5-May (Thursday)
FORUM LEVEL 0 Analog 1 and 2 can be combined (151 m2)	ANALOG 1 77 m2	Cynthia Kalingo (main) / Marimil Francisco		10:30-12:00 Constituency Senior Officials' Meeting (c/o Executive Director Philaslak Yukkase mwong) (20) refreshment hollow square with 6 chairs per side and 3 for head table 1 mike for each person at head table; 1 mike per 2 pax on 3 other sides digital recording Powerpoint setup	7:00-8:30 Constituency Breakfast Meeting (c/o Executive Director Bhimantara Widyajala) (35) buffet breakfast for 35 pax hollow rectangle for 20 pax; additional chairs for 15 pax 12 table microphones photographer needed by 7:30am Powerpoint setup digital recording 	7:30-8:30 Constituency Breakfast Meeting (c/o Executive Director Gaudencio Hernandez, Jr.) (28) buffet breakfast for 28 pax hollow square for 28 pax; + 5 additional chairs 14 table microphones digital recording	BOD Meeting Room
	ANALOG 2 74 m2	Ruby Razon-Ledesma (main) / Agnes Canillas		10:00-11:30 Constituency Meeting (c/o Executive Director Mathew Fox) (40) hollow rectangle for 28 pax; additional chairs for 12 1 lectern with microphone 2 lapel microphones 14 table microphones Powerpoint setup (catering to be paid by Australia)	BOD Meeting Room	BOD Meeting Room	BOD Meeting Room
	ANALOG 1 & 2			4:30-5:30 Europe Plus Canada Coordination Meeting (c/o Executive Director David Murchison) (60) refreshment hollow rectangle for 60 lectern with microphone 5 lapel microphones; 15 wireless handheld mikes Powerpoint setup	BOD Meeting Room	BOD Meeting Room	BOD Meeting Room

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ADB Secretariat Room Manager: Paul Barcena (main) / Jay Castelo

Floor	Room sq.m.	Room Managers (Board Executive Assistants)	1 May (Sunday)	2-May (Monday)	3-May (Tuesday)	4-May (Wednesday)	5-May (Thursday)
Forum Level 0	APPLAUS 58 m2 (18 seats)	Raquel Velasquez (main) / LA Rivero		10:00-12:00 Constituency Coordination Meeting (c/o Executive Director David Murchison) (21) refreshment hollow rectangle for 21 pax 10 table microphones 	BOD Meeting Room	BOD Meeting Room	BOD Meeting Room
				1:00-2:00 Constituency Meeting (c/o Executive Director Mario Sander) (16) refreshment hollow square for 16 pax 8 table microphones 			
FORUM Level C	KONSTANT 74 m2 (26 seats)	Gemmaline Gonzalez (main) / Anil Yadav		BOD Meeting Room	BOD Meeting Room	BOD Meeting Room	BOD Meeting Room

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ADB Secretariat Room Manager: Paul Barcena (main) / Jay Castelo

Floor	Room sq.m.	Room Managers (Board Executive Assistants)	1 May (Sunday)	2-May (Monday)	3-May (Tuesday)	4-May (Wednesday)	5-May (Thursday)
FORUM Level C Substanz 1 and 2 can be combined (88 m2)	SUBSTANZ 1 36 m2	Tet Katigbak- Pagkaliwangan	BOD Meeting Room	1:00-2:00 Constituency Office Meeting (Belgium, France, Italy, Portugal, Spain, Switzerland) (c/o ED Maurizio Ghirga) (24) refreshment hollow rectangle for 24 pax 7 table microphones 2 wireless handheld mikes	BOD Meeting Room	BOD Meeting Room	BOD Meeting Room
	SUBSTANZ 2 52 m2	Joy Vargas (main) / Josie Tan	BOD Meeting Room	9:00 - 11:00 DMC Media Briefing by VPKM (c/o Monching dela Cruz, DER) refreshment hollow square for 20 pax 12:00-12:50 Italian Delegation Meeting with Italian Banks and Firms (c/o Executive Director Maurizio Ghirga) (24 + 12) refreshment hollow square for 24 pax + 12 additional chairs 8 table microphones 2 wireless handheld mikes	BOD Meeting Room	BOD Meeting Room	BOD Meeting Room
				1:00 - 2:00 (booking c/o Lucas Schmidt, GIZ)			
FORUM Level C	KONKRET 22 m2 12 seats	Josie Coscolluela	BOD Meeting Room				
	KONTUR 17 m2 12 seats		BOD Meeting Room				
	KOLLEG 59 m2 24 seats	Marose Alvero	ADB Secretariat Meeting Room				
				3:00 - 5:00 Gov Fuchtel bilateral meeting (25 persons)			