ADMINISTRATIVE ARRANGEMENTS

SEMINAR ON

INTEGRITY IN MAJOR-INFRASTRUCTURE PROJECTS

29 July 2026

DoubleTree by Hilton

Melaka, Malaysia

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1. INTRODUCTION

The Malaysian Anti-Corruption Commission (MACC) is honoured to welcome all participants to the Seminar on “Integrity in Major-Infrastructure Projects”, which will be held at **2:00 p.m**., on **29 July 2026** at **DoubleTree by Hilton** in the historical state of **Melaka, Malaysia**.

This Administrative Guide is intended to provide participants with logistical information and general arrangements for the seminar and related side event. Participants may contact the Secretariat at aseanpac-malaysia@sprm.gov.my for further information.

2. SEMINAR OVERVIEW

i. Agenda

The detailed programme agenda of the seminar will be circulated separately.

ii. Language

The seminar will be conducted in the English language.

iii. Dress Code

- Formal attire for seminar
- Smart casual for hospitality programme

3. REGISTRATION

All participants are required to register online via the link provided by the Secretariat.

https://forms.gle/THDtBBohdDvD1kAK7

4. VENUE

i. Seminar Location

Ballroom B, Level 13, DoubleTree by Hilton Melaka, Hatten City, Jalan Melaka Raya 23, 75000 Melaka, Malaysia.



ii. Bilateral Meeting Room

Participants who are interested in holding bilateral meetings with other agencies may utilise the bilateral meeting room located at Straits 5, Level 13, subject to availability. Participants are kindly requested to contact the Secretariat in advance for further coordination.

iii. Secretariat Room

The Secretariat Room will be located at the Boardroom, Level 13, and will be equipped with printer, scanner and computer facilities.

iv. Coffee Break

Coffee break will be served at the Ballroom Foyer, Level 13.

v. Connectivity

Participants will enjoy complimentary Wi-Fi access at the venue.

vi. Health and Medical Facility

A sickbay will be available at Straits 3, Level 13, for those requiring basic medical assistance. The nearest hospital is Mahkota Medical Centre, located approximately 2.4 km from DoubleTree by Hilton Melaka, and can be contacted at +606-285 2999.

vii. Prayer Room

The designated prayer room / Surau will be available at Level 12 for participants' convenience.

viii. Reception Counter

The hotel reception counter is located at Level 12 for check-in and check-out arrangements, as well as general enquiries related to hotel services.

ix. Summary of Designated Venues and Facilities

Details	Location
Seminar Venue	Ballroom B, Level 13
Bilateral Meeting Room	Straits 5, Level 13
Secretariat Room	Boardroom, Level 13
Coffee Break	Ballroom Foyer, Level 13
Sickbay	Straits 3, Level 13
Prayer Room (Surau)	Level 12
Hotel Reception Counter	Level 12

5. SIDE EVENT

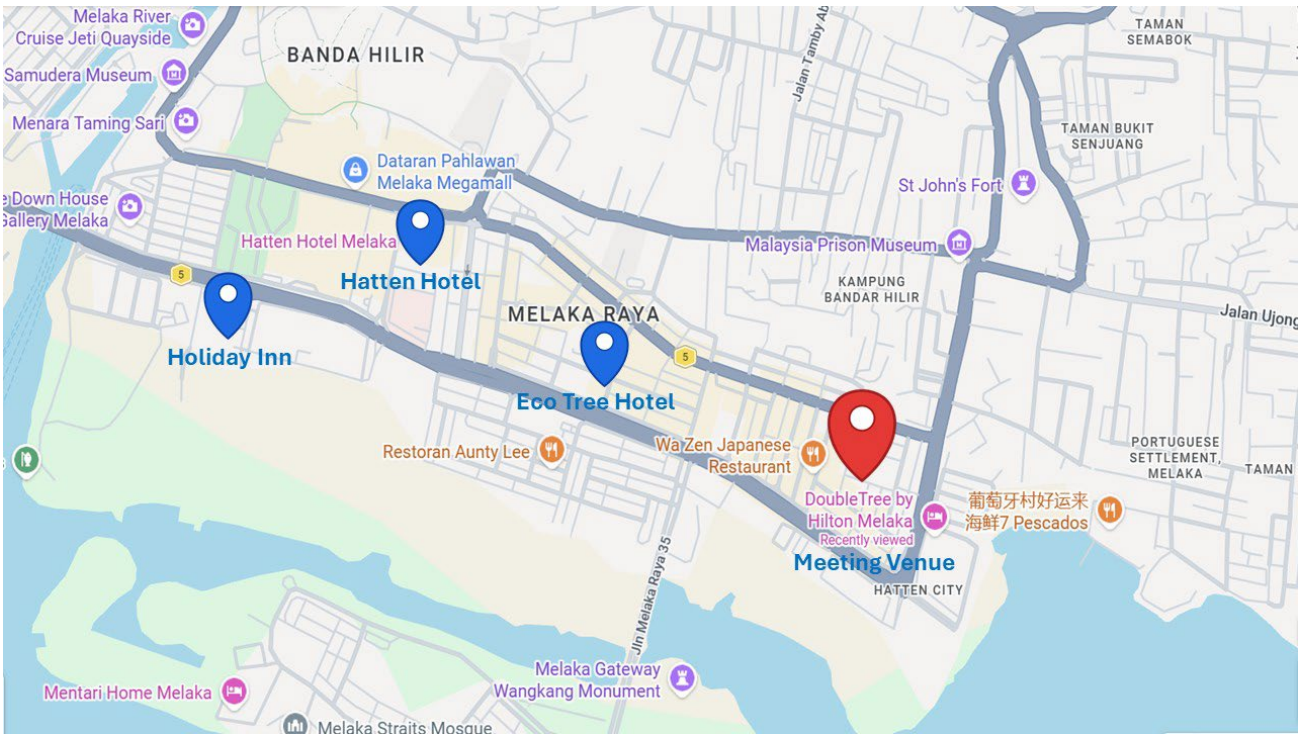
i. Hospitality Programme

A hospitality programme will be arranged on **30 July 2026, from 9.00 a.m. to 1.00 p.m**., as part of the side events to provide participants with an opportunity to experience the heritage and cultural attractions of the historical state of Melaka. Transportation will be provided for all participants for the duration of the visit.

6. ACCOMMODATION

The following recommended hotels are among the closest options to the seminar venue. Participants may choose to stay at the following hotels, or at other nearby hotels of their choice.

Hotel	Ratings	Distance from Seminar Venue	Available Transportation to the Seminar Venue	Travelling Time
DoubleTree by Hilton Melaka	5-star equivalent	0 km	- (Seminar Venue)	-
Eco Tree Hotel	4-star equivalent	1.6 km	Taxi / e-hailing service	7-10 minutes
Hatten Hotel	4-star equivalent	2.5 km	Taxi / e-hailing service	9-12 minutes
Holiday Inn Melaka	4-star equivalent	3.2 km	Taxi / e-hailing service	10-13 minutes



7. AIRPORT ARRIVAL

Participants are encouraged to arrive at **Kuala Lumpur International Airport (KLIA/KLIA2)**. The journey from KLIA/KLIA2 to DoubleTree by Hilton Melaka is approximately **130 km** and may take around **1 hour 50 minutes to 2 hours 15 minutes**, depending on traffic conditions.

8. GENERAL INFORMATION

i. About Melaka

Melaka is one of Malaysia's most historic states and is widely recognized for its rich cultural heritage, colonial history, and unique blend of Malay, Chinese, Indian, Portuguese, Dutch, and British influences. The city is well known for its historical landmarks, traditional architecture, local cuisine, and vibrant heritage areas.

As a UNESCO World Heritage City, Melaka offers participants the opportunity to experience Malaysia's multicultural identity through attractions such as the Stadthuys, A Famosa, Jonker Street, the Melaka River, and various museums and heritage sites. Its compact city layout also makes many attractions easily accessible from the seminar venue.

ii. Transportation within Melaka City

The most convenient mode of transportation within Melaka is by taxi or e-hailing services such as Grab. Participants are advised to plan their journey in advance, particularly during peak hours and weekends, as traffic congestion may occur in popular tourist areas.

iii. Climate

Melaka has a tropical climate, with generally warm and humid weather throughout the year. Temperatures typically range between 24°C and 34°C. Participants are advised to wear light and comfortable clothing for outdoor activities. However, formal attire is required for seminar.

iv. Cultural Tips

Malaysia is a multicultural country with diverse traditions, religions, and customs. Participants are encouraged to respect local customs and practices, particularly when visiting religious, cultural, or heritage sites. Modest attire is recommended during such visits, and participants are advised to follow any instructions provided by the Secretariat or site authorities.

v. Mobile Communication

Local SIM cards are available at airport arrival halls (Maxis, Celcom, Digi). Prepaid SIM cards include data, calls, and SMS packages, and are more cost-effective than international roaming.

vi. Electrical Equipment

Malaysia uses 240V, 50Hz electricity with Type G power plugs. Participants from countries using different plug types are advised to bring a suitable travel adapter.

vii. Currency and Banking

The official currency of Malaysia is the Malaysian Ringgit (MYR). Major credit cards are widely accepted, and ATMs as well as currency exchange services are available at airports, banks, hotels, shopping malls, and authorised money changers.

viii. Emergency

In case of emergency, participants may contact the following numbers:

- Police & Ambulance: 999
- Fire and Rescue Department: 994
- Nearest Hospital: Mahkota Medical Centre (+606-285 2999)

For non-emergency police assistance, participants may contact the nearest local police station. Participants are also advised to have travel insurance for added safety and peace of mind.

ix. Shopping and Attractions

Shopping: Participants may visit Dataran Pahlawan Melaka Megamall and Mahkota Parade for shopping, dining, and leisure options.

Local Products, Snacks and Souvenirs: Jonker Street is one of the popular areas for local products, snacks, souvenirs, cafés, and street food.

Attractions: Melaka offers many historical and cultural attractions for participants to explore during their free time, including A Famosa, The Stadthuys, Melaka River, Menara Taming Sari, and several museums such as the Baba & Nyonya Heritage Museum and Maritime Museum. Participants are encouraged to explore and experience the unique heritage and charm of the historical state of Melaka.

x. Important Contacts

ASEAN-PAC Malaysia 2026 Secretariat

International Affairs Branch
Policy, Planning and Research Division
Malaysian Anti-Corruption Commission (MACC)
Email: aseanpac-malaysia@sprm.gov.my

Emergency Contact (Secretariat):

- Ms. Nik Nurzai Mohd Zainudin (+60 12-655 6661)
- Mr. Wan Mohd Norhalim Zakaria (+60 19-974 9700)
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