

## The draft presentation in 4th July.

### 1. ACA21 Organizing Committee (AOC)

The structure of the Organizing Committee for ACA 21(AOC) is shown in the draft report.

Ar. Sungik Kang, the past president of KIRA is appointed as Honorary convener.

For the convener of ACA 21, Ar. Donghee OH is commissioned to take the role co-working with Heekyang Youn, the vice president of KIRA.

AOC is composed with 6 Committees, such as finance, PR, operation, events, ARCASIA meetings and conference. R&Rs for each committee are shown on the report.

### 2. The Proposed Dates and Itinerary;

ACA 21 will be held on the dates of 8<sup>th</sup> to 12<sup>th</sup> September, 2025. ARCASIA Committee meetings will start at 9 o'clock in the morning on 8<sup>th</sup> September, 7<sup>th</sup> September is preferred to arrive at the venue for the delegates.

Day1-Day3 will be operated with ARCASIA meetings.

Day4-Day5 will be operated with Congress which will be composed with opening ceremony, speeches, lectures, and other programs.

Event programs such as welcome dinner, AAA Award night, Architects' night and Friendship night will be hosted by KIRA. Especially, for welcome dinner mayor of Incheon metropolitan city will host the party welcoming to the city of old heritage and new smart city. For the 2<sup>nd</sup> day event, AOC is reviewing to screen the Architecture film with the cocktail reception.

Exhibition dates will be 3 days between Day3 to Day5, and opening ceremony will be after lunch. Architecture tours will be composed with pay programs and free programs which will be prepared before the opening of homepage of ACA21.

Itinerary of ACA21 program is shown on attached report.

Details of the program will be adjusted consistently.

### 3. The Proposed Venue for Meeting, Congress, Hotel accommodation, F&B, Excursion, etc. for ACA 21;

1) Venue : Venue of the ACA21 is Songdo Convensia, the place we had proposed on the bidding report. AOC already contacted and signed the MOU.

At the moment we are preparing the place, numbers and size of the seminar rooms, it is necessary to take more consideration for the convenience of delegates.

2) Accommodation : AOC is reviewing the change of the Headquarter hotel to Orakai Songdo. This hotel is located at the opposite across the main street of Convention center, approaching within 5 minutes walks, which has 275 rooms. Considering the convenience and expense of delegates, AOC is considering the hotel Orakai for

headquarter hotel and it would be the better choice compared to Oakwood hotel we proposed on bidding report.

Nearby, we have 9 more options of 5 stars to 2 stars which have more than 2,000 rooms, that AOC believe there is no problem for accommodations. (pls refer the report)

- 3) F&B program are not confirmed at the moment. It will be prepared consistently, and consider the vegetarian and Halar food.
- 4) Excursion

4. The Proposed arrangements for AAA Award;

- 1) Time schedule for AAA, AOC review the overall tasks. For the preparation we need to discuss the issues related AAA with ARCASIA OB on 4<sup>th</sup> July. At the moment AOC is discussing the appointment of AAA Convener.
- 2) The Jury will be determined before the end of December 2024.
- 3) AOC is looking forward to complete the Jury before June 2025.

5. The Proposed arrangements for Student Jamboree;

- 1) The Jamboree program dates will be 5 days, shown on the time schedule.
- 2) Considering the number of the students participating Jamboree AOC is looking forward to accommodate 100 students. 2 students of each member section country are officially invited.
- 3) The convening persons of the Jamboree will be architects who are teaching at the architecture universities around Incheon city and others. For the place for Jamboree, AOC is looking for the proper venue which can provide workshop place and lodging with Incheon city and several large companies near the main venue.
- 4) The overall issues will be fixed before the ARCASIA Forum, in SLIA.

6. The Proposed Speakers for the Congress;

- 1) Conferences : the conference outlines are under discussion. At the moment AOC is preparing as below.
  - 1 keynote speech with 1 speaker
  - 1 keynote forum of 3 speakers
  - 5 lectures with 5 speakers
  - archi-talks
- 2) Speakers : Speakers will be invited from East and West in the world.
- 3) Archi-talks :

4) ARCASIA Vision

7. The Proposed Transportation Arrangements;

- 1) Transportation between Incheon Airport (ICN) to the Main Venue will take 20 minutes by car. Local transportation will be provided during the event.
- 2) Using the public transportation facilities are listed on the report.

8. The Visa Arrangements;

Within 21 member countries 7 countries are offered the visa-free entry, 14 countries have to receive the permission of visa. KIRA and AOC will support the foreign guests including delegates for the issuing invitations letters and coordinating with ministry of foreign affairs.

9. The Estimated Cost & Participation Fees of different categories such as early bird, student members, young members, complimentary provisions for Official Delegates, etc.

10. Sponsorship arrangements, if any.

3. Invitation of ARCASIA OB from host institute

- 1) Dates : Proposed dates of the visit to ACA 21 Venue in KIRA on April 11–13, 2025 is feasible as far as I know. AOC will let you know soon.