

Seventh Meeting of the ISA Regional Committee for Asia and the Pacific Region
15 - 17 July 2025
Colombo, Sri Lanka

Advisory for Delegates*

Seventh Meeting of the ISA Regional Committee for Asia and the Pacific Region

15 - 17 July 2025

[ITC Ratnadipa, Colombo, Sri Lanka](#)

[21 Galle Face Center Rd, Colombo 00100, Sri Lanka](#)

1. General

1.1. The Seventh Meeting of the ISA Regional Committee for Asia and the Pacific Region hosted by the ISA Secretariat will be held in Colombo, Sri Lanka at **ITC Ratnadipa, Colombo**, 21 Galle Face Center Rd, Colombo 00100, Sri Lanka from **15 to 17 July 2025**.

1.2. The three-day tentative programme is as follows:

Table 1.0 Tentative programme

Time	Particulars	
Day 0: Tuesday, 15 July 2025		
10:00 hours onwards	Arrival of delegates	
09:00 hours onwards	Pre-scheduled bilateral meetings with Director General, ISA	
18:00 hours onwards	Reception Dinner	
Day 1: Wednesday, 16 July 2025		
08:00 - 08:30 hours	Registration of delegates	
08:30 - 09:30 hours	Opening Ceremony	
09:30 – 13:00 hours	Seventh Meeting of the ISA Regional Committee for Asia and the Pacific Region. <i>The meeting shall be chaired by the Vice President from the Region, Socialist Republic of Sri Lanka</i>	
09:30 - 09:35 hours	Agenda Item 1.	Opening of the Meeting
09:35 - 09:37 hours	Agenda Item 2.	Adoption of the Agenda
09:37 - 09:40 hours	Agenda Item 3.	Action Taken Report of the Sixth Meeting of the ISA Regional Committee Meeting for the Asia and the Pacific Region
09:40 - 10:05 hours	Agenda Item 4.	Strategic Vision for the International Solar Alliance
10:05 - 10:30 hours	Agenda Item 5.	Update and Future Plans: ISA programmes and activities in Asia and the Pacific Region
10:30 - 10:45 hours	Coffee Break	

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10:45 - 12:15 hours	Agenda Item 6.	Sustainable Islands through Digital Solutions: Amplifying energy transition in small islands powered by digital transformation Preparations for the Eighth Meeting of the ISA Regional Committee for the Asia and the Pacific region Interventions by ISA Member Countries Any other business Closing of the Meeting
12:15 - 12:18 hours	Agenda Item 7.	
12:18 - 12:53 hours	Agenda Item 8.	
12:53 - 12:55 hours	Agenda Item 9.	
12:55 - 13:00 hours	Agenda Item 10.	
13:00 - 13:30 hours	Press Meet	
13:30 - 14:30 hours	Lunch	
14:30 – 16:00 hours	Links without Limits: Regional Interconnections for Cross-Border Renewable Energy Trade and Energy Security	
15:00 - 17:00 hours	Swimming with Sharks: Pitch Session for the APAC Edition of SolarX Startup Challenge	
16:00 – 17:00 hours	Roundtable discussion on areas of cooperation under the Sri Lanka CPS	
18:00 - 21:00 hours	Networking Dinner	
Day 2: Thursday, 17 July 2025		
08:30 - 10:00 hours	Operationalising the ISA SIDS Platform for helping Countries navigate solar technology landscape	
10:00 - 10:30 hours	Coffee Break	
10:30 - 12:00 hours	Partnering for Progress: Integrated Institutional Strengthening in Action	Closed-door session with MoP, PGCIL and CEB on Regional Interconnections
12:00 - 12:30 hours	Coffee Break	
12:30 - 14:00 hours	Embedding Solar in the Energy Mix through Green Hydrogen and Energy Storage	
14:00 - 15:00 hours	Lunch	
15:00 hour onwards	Site Visit	

2. Registration

- 2.1. **Mode of registration:** Registration is mandatory for the delegates to participate in the Seventh Meeting of the ISA Regional Committee for Asia and the Pacific Region in line with standard security procedures **to facilitate security clearance**. Delegates are requested to register on or before **10 July 2025**, by filling out the registration form through the following link:

Registration link: https://isa.int/rcm_apac

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- 2.2. **Categories of registration:** All the delegates are requested to register themselves in the suitable categories and sub-categories as given below.

Table 2.0 Categories of registration

S. No	Category of registration	Explanatory note
1	ISA Member Countries	Those countries which have signed and ratified the ISA Framework Agreement by depositing the instrument of ratification with the depository of the Framework Agreement.
2	Observer Countries	This category has two sub-categories: a. ISA Signatory Countries - Those countries which have signed the ISA Framework Agreement but have not ratified or deposited the instrument of ratification with the depository. b. ISA Prospective Countries: The countries who have not yet signed or ratified the ISA Framework Agreement.
3	Organizations	a. Partner Organisations- Those organisations that fall under this category need to select, their organization from the dropdown option available in the registration link b. Special invitee organisations: All organisations other than the Partner organizations may register themselves under this head.
4	ISA officials	Employees of the ISA Secretariat
5	Speakers/ Presenters	Invited panellists, speakers, or presenters for the side events on 16 and 17 July 2025

3. General Advisory

- 3.1. To ensure smooth registration, delegates are requested to submit completed forms, including scanned photos, passports, wherever applicable. Forms submitted with missing information, such as unclear passport copies, or any discrepancy in photo etc., will not be processed. For further information, please contact: rc-apac@isa.int
- 3.2. After **10 July 2025**, any changes to existing registrations will only be possible through the 'Special Cases Cell'. Kindly contact Mr. Shishir Seth, Chief of Unit, Governance and Partnerships, ISA Secretariat at shishir.seth@isa.int. Delegations are urged to ensure that such requests are limited to the absolute minimum – only for unavoidable last-minute changes in the delegation composition.
- 3.3. For identification and security reasons, all delegates are requested to always wear their meeting badges at the venue. The loss of a meeting badge should be communicated to the Regional Committee Management Unit at rc-apac@isa.int

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4. Visa:

All visitors to Sri Lanka are required to possess a valid passport with a validity of at least 6 (six) months from the date of entry.

- 4.1. **For the delegates from ISA Member or Signatory Countries that are LDCs and SIDS:** The visa for two delegates, if required, will be sponsored and facilitated by the ISA Secretariat. *Additional delegates nominated for participation are welcome to participate at their own cost.* Countries can contact the ISA Secretariat via email id rc-apac@isa.int.
- 4.2. **For the delegates from ISA Member or Signatory Countries that are not listed as LDCs and SIDS (Annexure 1):** All arrangements with respect to visa may be made by the delegates themselves at their own cost. It is advisable to submit visa applications at the earliest to the relevant Sri Lankan Embassy.
- 4.3. **For the delegates from ISA Prospective Countries including LDCs and SIDS:**
- a. The visa for the Hon'ble Minister from LDCs and SIDS, if required, will be sponsored and facilitated by the ISA Secretariat.
 - a. **For other delegates holding diplomatic, official and ordinary passports:** All arrangements with respect to visa may be made by the delegates themselves at their own cost. It is advisable to submit visa applications at the earliest to the relevant Sri Lankan Embassy. .

5. Flight/ Airline Reservation

- 5.1. **For the delegates from the ISA Member or Signatory Countries that are LDCs and SIDS:** Round trip air tickets for two delegates will be sponsored for travelling for the Regional Committee Meeting. The delegates from the aforesaid countries are requested to coordinate with the ISA Secretariat for flight reservations at rc-apac@isa.int. The tickets will be communicated to the registered email ID. *Additional delegates nominated by the aforesaid countries are welcome to participate at their own cost.* Flight reservations will be made as under;
- a. Business Class for the Hon'ble Minister,
 - b. Business Class for Secretary and Permanent Secretary level officials.
 - c. Economy Class for National Focal Points or any other designated delegate.
 - d. In case the Hon'ble Minister is not attending the Meeting, two designated delegates will be provided economy class tickets.
- 5.2. **For the delegates from ISA Member or Signatory Countries that are not listed as LDCs and SIDS (Annexure 1):** All arrangements with respect to flight reservations will be made by the delegates at their own cost.
- 5.3. **For the delegates from ISA Prospective Countries of the ISA including LDCs and SIDS:**
- a. The flight reservations for the Hon'ble Minister from LDCs and SIDS will be sponsored and facilitated by the ISA Secretariat following provisions under **clause 5.1.**

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- b. For other delegates, all arrangements with respect to flight reservations will be made by the delegates themselves at their own cost.

6. Hotel Accommodation

- 6.1. **For delegates from the ISA Member or Signatory Countries that are LDCs and SIDS:** Hotel Accommodation in Colombo, Sri Lanka for two delegates for the duration of the Meeting will be sponsored and facilitated by the ISA Secretariat. The details will be communicated to the registered email ID. Any query related to Hotel Accommodation may be addressed to rc-apac@isa.int. The details of the provisions are as under.
 - a. Name of Hotel: [ITC Ratnadipa, Colombo, Sri Lanka, 21 Galle Face Center Rd, Colombo 00100, Sri Lanka](#)
 - b. Check in/ Check out: 15 to 17 July 2025
 - c. Type of rooms: Suites for Hon'ble Ministers, Secretary and Permanent Secretary level officials. Classic/Club rooms for National Focal Points or any other designated delegate.
 - d. All meals and internet/Wi-Fi in the room/hotel premises are included.
 - e. Facility of hotel laundry service is extended to Hon'ble Ministers only.
 - f. All other incidental costs including alcohol, tobacco, IDD calls, in-room minibar services, pay channels, etc. will be at the expense of the delegates and are to be settled directly with the hotel at the time of check-out.
 - g. The cost of accommodation and other services prior to or after the applicable dates for hospitality are the responsibility of individual delegates and will be required to be settled by each delegate on checkout from the hotel.
- 6.2. **For the delegates from ISA Member or Signatory Countries that are not listed as LDCs and SIDS (Annexure 1):**
 - a. Delegates are requested to make their own arrangements for their stay in Colombo, Sri Lanka.
 - b. In case you need any further assistance, please contact: rc-apac@isa.int.
- 6.3. **For the delegates from ISA Prospective Countries including LDCs and SIDS:**
 - a. Hotel accommodation in Colombo, Sri Lanka for the Hon'ble Minister from LDCs and SIDS will be sponsored and facilitated by the ISA Secretariat as per provisions under **clause 6.1**.
 - b. For other delegates, all arrangements with respect to hotel accommodation will be made by the delegates themselves at their own cost.
 - c. In case you need any further assistance, please contact: rc-apac@isa.int.

7. Transport

- 7.1. **For the delegates from ISA Member or Signatory Countries that are LDCs and SIDS:** Local transport from and to the Airport will be provided for the delegates. In case you need any further assistance, please contact: rc-apac@isa.int

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7.2. **For the delegates from the ISA Member or Signatory Countries that are not listed as LDCs and SIDS (Annexure 1):** Delegates are requested to make their own arrangements for local transport. For any further assistance, please contact: rc-apac@isa.int

7.3. **For the delegates from the ISA Prospective Countries including the LDCs and SIDS:**

- a. Local transport from and to the Airport will be provided for the Hon'ble Minister from LDCs and SIDS as per provisions under **clause 7.1**.
- b. Other delegates are requested to make their own arrangements for local transport. In case you need any further assistance, please contact: rc-apac@isa.int

8. Catering Services

- 8.1. For all the delegates arriving on 15 July 2025, following catering services will be available.
- a. 15 July - Reception dinner.
 - b. 16 July - Lunch and Networking dinner.
 - c. 17 July - Lunch.

9. **Meeting Documents:** All Regional Committee documentation will be sent by email. Delegates are requested to make their own arrangements to print out copies of the meeting documents distributed by the ISA Secretariat prior to the meeting. Few hard copies of such documents will be available during the session.

10. **Internet Services:** Free wireless internet access will be available in selected conference and meeting rooms and the public areas of the Venue.

11. **Bilateral Meetings:** All bilateral meetings should be prescheduled. Kindly write to **Mr. Chetan Gusain** at chetangusain@isa.int for further coordination, with: **"Request for Bilateral Meeting with DG ISA"** in the subject line, by **10 July 2025**.

12. **Seating Inside the Meeting Hall:** Delegates will be guided to their respective places at the Committee Hall by Organizers appointed at the venue.

13. **Safety and Security:** The Regional Committee program will be a high-security event with entry by invitation only.

14. Other Information

14.1. **Currency & Banking:** Sri Lankan Rupee (LKR), US Dollar-LKR: USD 1 = 299 LKR* (as 09 of June 2025)

14.2. **Banking hours:** 09:00 hours - 15:00 hours SLT. All major international credit cards are accepted. Most ATMs accept international debit and credit cards.

14.3. **Electricity:** Voltage 230 V | Frequency: 50 Hertz. Adequate power connections will be provided at the conference venue to recharge cell phones and laptops.

14.4. **Attire and Language:** Business attire is recommended. English will be the working language for the Meetings.

14.5. **Prayer & Meditation:** The prayer and meditation rooms may be made available on prior request.

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14.6. EMERGENCY

- a. Police: 118 or 119
- b. Ambulance / Fire & rescue: 110

15. Contact Persons

15.1. Coordination with Host Country

Mr. Shishir Seth, Chief of Unit (Governance and Partnerships), ISA Secretariat
Email: shishir.seth@isa.int and rc-apac@isa.int; Mobile: +91 9811058664

15.2. Coordination with organizing industry partner:

Mr. P C Sharma, NFP/ CP Coordinator, ISA Secretariat
Email: pcsharma@isa.int and rc-apac@isa.int; Mobile: +91 9873251388

15.3. Delegate Registrations

- a. Mr. P C Sharma, NFP/ CP Coordinator, ISA Secretariat
Email: pcsharma@isa.int and rc-apac@isa.int; Mobile: +91 9873251388
- b. Mr. Chetan Gusain, ISA Secretariat
Email: chetangusain@isa.int and rc-apac@isa.int; Mobile: +91 9873200044

15.4. Hotel Accommodation Airport Transfer/ Local Transport

Email: rc-apac@isa.int

15.5. Airport Transfer/ Local Transport

Email: rc-apac@isa.int

15.6. Coordination with ISA Secretariat Protocol

Mr. Aditya Tiwari, ISA Secretariat
Email: atiwari@isa.int and rc-apac@isa.int;
Mobile: +91 9284666418 (Calling) | +91 9404009364 (WhatsApp)

15.7. Agenda & other Regional Committee Meeting-related matters

Mr. Shishir Seth, Chief of Unit (Governance & Partnerships), ISA
Email: shishir.seth@isa.int and rc-apac@isa.int; Mobile: +91 9811058664

15.8. Bilateral Meetings

Mr. Chetan Gusain, ISA Secretariat
Email: chetangusain@isa.int and rc-apac@isa.int; Mobile: +91 9873200044

15.9. General Coordination

Mr. Aditya Tiwari, ISA Secretariat
Email: atiwari@isa.int and rc-apac@isa.int;
Mobile: +91 9284666418 (Calling) | +91 9404009364 (WhatsApp)

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Annexure 1

ISA MEMBER, SIGNATORY AND PROSPECTIVE COUNTRIES OF THE ASIA AND THE PACIFIC REGION

LIST OF COUNTRIES FROM ASIA AND THE PACIFIC REGION OF THE INTERNATIONAL SOLAR ALLIANCE		
S.No.	Member Countries	
1.	Commonwealth of Australia	
2.	Democratic Socialist Republic of Sri Lanka	
3.	Independent State of Papua New Guinea	SIDS
4.	Independent State of Samoa	SIDS
5.	Japan	
6.	Kingdom of Bahrain	
7.	Kingdom of Bhutan	LDC
8.	Kingdom of Cambodia	LDC
9.	Kingdom of Saudi Arabia	
10.	Kingdom of Tonga	SIDS
11.	Nepal	LDC
12.	New Zealand	
13.	People's Republic of Bangladesh	LDC
14.	Republic of Fiji	SIDS
15.	Republic of India	
16.	Republic of Kiribati	LDC-SIDS
17.	Republic of Maldives	SIDS
18.	Republic of Nauru	SIDS
19.	Republic of Singapore	SIDS
20.	Republic of the Marshall Islands	SIDS
21.	Republic of the Union of Myanmar	LDC
22.	Republic of Vanuatu	SIDS
23.	Republic of Yemen	LDC
24.	Solomon Islands	LDC-SIDS
25.	State of Kuwait	
26.	Sultanate of Oman	
27.	Syrian Arab Republic	
28.	Tuvalu	LDC-SIDS
29.	United Arab Emirates	
Signatory Countries		
30.	Republic of Lebanon	
31.	Republic of Palau	SIDS
32.	Socialist Republic of Vietnam	
Prospective Countries		
33.	Democratic People's Republic of Korea	

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34.	Democratic Republic of Timor-Leste	LDC-SIDS
35.	Federated States of Micronesia	SIDS
36.	Federation of Malaysia	
37.	Hashemite Kingdom of Jordan	
38.	Islamic Republic of Afghanistan	LDC
39.	Islamic Republic of Iran	
40.	Islamic Republic of Pakistan	
41.	Kingdom of Thailand	
42.	Kyrgyz Republic	
43.	Laos People's Democratic Republic	LDC
44.	Mongolia	
45.	Negara Brunei Darussalam	
46.	People's Republic of China	
47.	Republic of Indonesia	
48.	Republic of Iraq	
49.	Republic of Kazakhstan	
50.	Republic of Korea	
51.	Republic of Philippines	
52.	Republic of Tajikistan	
53.	Republic of Uzbekistan	
54.	State of Qatar	
55.	Turkmenistan	

Total Member Countries	29
Total Signatory Countries	3
Total Prospective Countries	23
Total Countries	55
Total LDCs and SIDS Countries (Includes Member, Signatory, Prospective Countries)	23 (18,1,4)