

# **The 31st Population Census Conference**

## **“The Impact of COVID-19 on the 2020 Round of Censuses and How to Overcome the Ensuing Challenges”**

Tokyo, Japan, November 29 – December 1, 2022

Hosted by the Association of National Census and Statistics Directors of America and the Pacific (ANCSDAAP)  
in cooperation with the Statistics Bureau of Japan (SBJ)

## **<Information for Conference Participation>**

We look forward to your attendance at the 31st Population Census Conference, which will be held November 29 – December 1, 2022 (Tuesday – Thursday) in Keio Plaza Hotel, Tokyo, Japan.

Participation in the conference is by invitation only. In most cases, invitations are sent to census/statistics offices and relevant organizations, who then inform ANCSDAAP who will represent their office.

Participants are advised to read all of the items in this document carefully in order to facilitate the arrangements for your participation in the conference.

### **1. Conference-related Information**

#### **◆ Introduction**

The conference is organized by ANCSDAAP in collaboration with the Statistics Bureau of Japan (SBJ). The theme of the conference is “The Impact of COVID-19 on the 2020 Round of Censuses and How to Overcome the Ensuing Challenges”. Although this is the general theme, there will be room for papers and presentations on other census-related topics of interest that do not fit directly into the general theme.

The conference is expected to foster communication and collaboration regarding new technologies for census and statistical information on the world’s populations and their characteristics.

#### **◆ Advance Registration**

To facilitate arrangements for the conference, participants are requested to register in advance by visiting the ANCSDAAP website (<http://ancsdaap.org/>) **no later than October 24, 2022**.

#### **◆ Papers and Presentations**

Census and statistics offices and other invited agencies may send more than one participant to the conference. Due to limited space on the conference agenda, however, there can be only one to two presentation(s) per census/statistics office or other agency. The host country, Japan, is an exception and will make more than one presentation.

To set the conference agenda, participants are requested to inform the secretariat of ANCSDAAP and

the Conference Coordinator of the title of their presentation via the Conference Registration Form, which will be described shortly. It is advised to send the abstract of the paper (1-2 pages) to the secretariat no later than **October 28, 2022** so that the conference agenda can be drawn up.

Presenters may use PowerPoint or Adobe Acrobat full screen for their presentations. Papers in MS Word and/or presentations in PowerPoint or Adobe Acrobat should be sent by e-mail to the Secretariat of ANCSDAAP (secretariat@ancsdaap.org) no later than November 15, 2022.

◆ **Official Language of the Event**

The working language of the conference will be English and all documentation will be in English. \*English-Japanese simultaneous interpretation services will be provided onsite.

◆ **Bring Own Electronic Device and Internet Services**

The conference will be *paperless*. You can view the presentation materials using your own electronic device such as mobile phone, tablet PC, etc. through the online website at the conference venue. Complimentary Wi-Fi will also be provided in all guest and conference meeting rooms.

◆ **Venue and Opening Session**

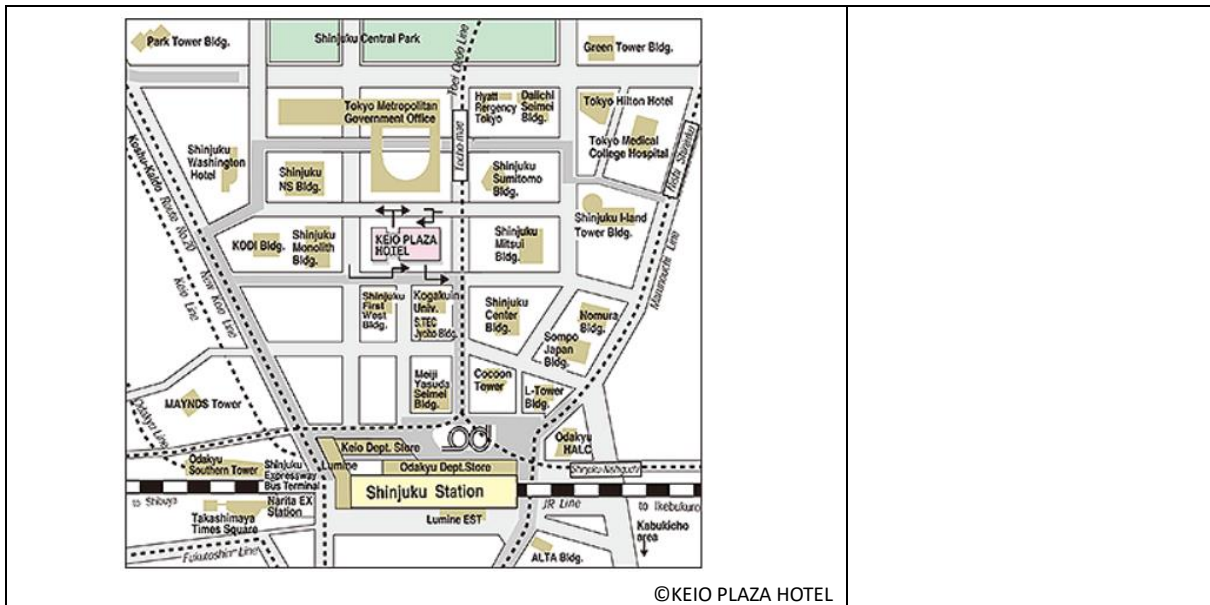
The 31st Population Census Conference will be held at the **Keio Plaza Hotel Tokyo**, Japan.



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Nishiki Room, 4<sup>th</sup>/F  
Keio Plaza Hotel Tokyo  
2-2-1 Nishi-Shinjuku,  
Shinjuku-Ku,  
Tokyo 160-8330 Japan  
-Tel: (81 3) 3344 0111  
-Web:  
<https://www.keioplaza.com/>



After arriving at the conference venue, participants are asked to visit the registration counter of the venue between 9:00 and 9:30 AM on November 29, 2022 to pick up their conference materials and name badge.

The opening session will be convened at **9:30 AM on Tuesday, November 29, 2022.**  
 All conference sessions will be held in a same venue.

For your safety, please follow the local guidance to prevent the spread of COVID-19, including wearing masks during the conference.

◆ **Registration Fee**

Each participant must pay a registration fee of **US\$130**. We request that the registration fee be paid in advance by credit card on the ANCSDAAP website. If you are not able to pay by PayPal or with your credit card, please contact the ANCSDAAP secretariat to make other arrangements for advance payment (e.g., wire transfer or international money order).

Payment at the conference venue at the time of the conference is discouraged. The registration fee will be **US\$150** if payment is made at the conference venue. Such payments must be in cash in the exact amount in US dollars. It will be administratively unfeasible to accept any other currency.

◆ **Allowances**

As indicated in the invitation letter, **each participant should cover their own travel expenses incurred for attending the conference.** Please note that conference receptions will be minimized due to continuing COVID-19 situation; two lunches will be provided by the host organization (SBJ) on the first and second day of the conference, and the welcoming dinner will be provided by ANCSDAAP on Day 1.

Please note that the organizer (secretariat) will not assume responsibility for the following:

- Expenses for passports, medical examinations, immunizations, or airport expenses such as baggage handling, etc.;
- Extra expenses incurred by the participants during the course of travel or stay at the hotel, such as telephone calls, mini-bar, alcoholic drinks, laundry and housekeeping services, and other assorted costs;

- Expenses for travel, hotel accommodation, and other costs incurred by the participant and their accompanying dependents;
- Expenses with respect to travel insurance, accident insurance, medical bills, and hospital fees incurred by participants in connection with their attendance at the conference;
- Loss or damage to personal property while attending the conference.

◆ **Contact Information**

For information regarding the conference agenda, participants may contact the ANCSDAAP Secretariat:

**ANCSDAAP Secretariat**

E-mail: [secretariat@ancsdaap.org](mailto:secretariat@ancsdaap.org)

Phone: (82 70) 4466 8030, (82 70) 4466 9088

For information on local logistical arrangements in Tokyo, Japan, and/or if you are in need of a conference invitation letter to fulfill Japanese visa requirements, please contact Ms. Tomoyo Ebisawa, the conference coordinator at SBJ:

**Ms. Tomoyo EBISAWA**

Section Chief

International Cooperation Section

Statistics Bureau of Japan,

Ministry of Internal Affairs and Communications

E-mail: [stat-general@soumu.go.jp](mailto:stat-general@soumu.go.jp), [t.ebisawa@soumu.go.jp](mailto:t.ebisawa@soumu.go.jp)

Phone: (81 3) 5273 2020 (Ext: 33437)

## 2. Travel and Accommodation Arrangements

◆ **Visa Requirements (Please refer “COVID-19 Border Measures” described below)**

Participants should check with the Japanese embassy or consulate in their country regarding visa requirements. If necessary, please obtain the appropriate entry visas in advance. To apply for the appropriate entry visa to Japan, participants are required to contact the respective Japanese diplomatic missions or consulates for accurate information regarding visa application procedures and required documents.

\* Please visit the official website of the Ministry of Foreign Affairs of Japan for more information:  
[http://www.mofa.go.jp/j\\_info/visit/visa/index.html](http://www.mofa.go.jp/j_info/visit/visa/index.html)

Participants who need to stop over in other countries should also obtain the appropriate transit visas. And participants are also required to take note of COVID-19 measure the country wish to stop over is belonged to. If you have questions regarding entry to Japan, please contact Ms. Tomoyo Ebisawa at [stat-general@soumu.go.jp](mailto:stat-general@soumu.go.jp), [t.ebisawa@soumu.go.jp](mailto:t.ebisawa@soumu.go.jp).

**Please obtain visas well in advance of the conference.**

### ◆ **COVID-19 Border Measures**

For border measures related to COVID-19, please check the latest information and get ready to enter into Japan: [https://www.mofa.go.jp/ca/fna/page4e\\_001053.html](https://www.mofa.go.jp/ca/fna/page4e_001053.html)

### ★ **New Border measure has come in force from October 11**

COVID-related limitation has been almost lifted **except one requirement (describing below)**. VISA Exemption has been resumed for 55 countries for Diplomatic and Official Visa\*, and for 68 Countries and Regions for Short-term stay\*\*. Please refer following lists to confirm whether VISA is required for you.

\* List of VISA Exemption for Diplomat and Official Passport holders:

[https://www.mofa.go.jp/ca/fna/page22e\\_000692.html](https://www.mofa.go.jp/ca/fna/page22e_000692.html)

\*\* List of VISA Exemption for Short-term stay:

[https://www.mofa.go.jp/j\\_info/visit/visa/short/novisa.html](https://www.mofa.go.jp/j_info/visit/visa/short/novisa.html)

### ★★ **Required document for All, to prevent spreading COVID-19**

All people, regardless their nationalities, are still required to provide one of following two documents:

- a valid COVID-19 vaccination certificate (3 doses) of vaccines on the Emergency Use List of World Health Organization (WHO)\*

or

- a certificate of negative result of pre-departure COVID-19 test taken within 72 hours prior to departing from the original country/region\*\*

\* List of valid vaccination: [https://www.mhlw.go.jp/stf/covid-19/border\\_vaccine.html](https://www.mhlw.go.jp/stf/covid-19/border_vaccine.html)

\*\* Format for PCR certification: [https://www.mhlw.go.jp/stf/covid-19/border\\_test.html](https://www.mhlw.go.jp/stf/covid-19/border_test.html)

Please check whether your vaccination history meets the above-mentioned requirement. The vaccination certification must include following items indicated in Japanese or English: Name, date of birth, vaccine name/manufacturer, date of vaccination, number of doses administered.

If you choose to get PCR test instead of providing the vaccination certification, please check items must be included in the certification of PCR result from above-indicated URL.

Please be aware that those who are unable to present a valid vaccination certificate or a valid certificate of inspection **will not be allowed to enter Japan**, as based on Quarantine Law.

## ◆ **Transportation and Hotel Arrangements**

Conference participants should make their own arrangements for travel to and from Tokyo. Participants are expected to arrive on Monday, November 28, 2022 and depart on Friday, December 2, 2022.

### **(1) Public Transportation Access:**

There are taxis, rental cars, mass transit railway lines, trains and limousine buses that you can use to travel around the city or commute between your hotels and the conference venue. Driving in Japan is on the left side of the road.

Please refer to the Official Tokyo Travel Guide at <https://www.gotokyo.org/en/plan/getting-to-tokyo/index.html>

### **(2) Airport access**

#### \*From/to **Narita International Airport**

- ➔ By [Airport Limousine Bus](#): approx. 120 minutes, JPY 3,200 (for adult)
- ➔ By [Narita Express NEX](#): approx. 80 minutes, JPY 3,250 (for adult)
- ➔ By Taxi: approx. 90 minutes, around JPY 25,000 (it may differ depending on the traffic)

#### \*From/to **Haneda International Airport**

- ➔ By [Airport Limousine Bus](#): approx. 70 minutes, JPY 1,300 (for adult)
- ➔ By Keikyu Line/JR Yamanote Line: take the Keikyu line to Shinagawa Station and change trains to the JR Yamanote line that goes in the direction of Shibuya. Get off at Shinjuku Station. It takes about a 5-minute walk from the west exit of Shinjuku Station to the hotel.
- ➔ By Taxi: approx. 50 minutes, around JPY 10,000 (it may differ depending on the traffic)

④ Please refer to this website for Airport Limousine Bus transportation from Narita or Haneda International Airport city at <https://webservice.limousinebus.co.jp/web/en/>

### **(3) Conference Hotel Lodging information**

The venue, Keio plaza hotel, is located the West (“Nishi” in Japanese) area of Shinjuku. There are lots of options for hotels in Shinjuku area, but the west area is more quiet and safer comparing the East area.

Hotel name	Price*	URL	Distance from Venue(on foot)
Keio Plaza Hotel	Middle	<a href="https://www.keioplaza.com/index.html">https://www.keioplaza.com/index.html</a>	0 min
Apartment Hotel MIMARU Tokyo Shinjuku West	Luxury	<a href="https://mimaruhotels.com/en/hotel/shinjuku-west/">https://mimaruhotels.com/en/hotel/shinjuku-west/</a>	8 mins
Hilton Tokyo	Middle-Luxury	<a href="https://www.hilton.com/en/hotels/tyohitw-hilton-tokyo/">https://www.hilton.com/en/hotels/tyohitw-hilton-tokyo/</a>	7 mins
Hyatt Regency Tokyo	Middle	<a href="https://www.hyatt.com/en-US/hotel/japan/hyatt-regency-tokyo/tyoty">https://www.hyatt.com/en-US/hotel/japan/hyatt-regency-tokyo/tyoty</a>	5 mins
KADOYA Hotel	Economy	<a href="https://www.kadoya-hotel.co.jp/eng/">https://www.kadoya-hotel.co.jp/eng/</a>	6 mins

Hotel name	Price*	URL	Distance from Venue(on foot)
Hotel SUNROUTE PLAZA Shinjuku	Economy	<a href="https://en.sunrouteplazashinjuku.jp/?_ga=2.98940637.27146016.1665477701-969023215.1665477701">https://en.sunrouteplazashinjuku.jp/?_ga=2.98940637.27146016.1665477701-969023215.1665477701</a>	12 mins
Washington Hotel Shinjuku	Economy	<a href="https://shinjuku.washington-hotels.jp/">https://shinjuku.washington-hotels.jp/</a>	7 mins
Daiwa Roynet Hotel, Nishi-Shinjuku	Economy	<a href="https://www.daiwaroynet.jp/en/nishi-shinjuku/">https://www.daiwaroynet.jp/en/nishi-shinjuku/</a>	12 mins
Nishitetsu Inn Shinjuku	Economy	<a href="https://nnr-h.com/n-inn/shinjuku/">https://nnr-h.com/n-inn/shinjuku/</a>	9 mins
KEIO Presso Inn Shinjuku	Economy	<a href="https://www.presso-inn.com/english/">https://www.presso-inn.com/english/</a>	10 mins
Hotel Rose Garden	Budget	<a href="http://www.hotel-rosegarden.jp/global/english.html">http://www.hotel-rosegarden.jp/global/english.html</a>	9 mins

### 3. Local Information

#### ◆ Local Currency and Exchange Rates

Participants are advised to exchange home-country currency to Japanese Yen (JPY) either within their own country or at the money exchange facilities in Narita or Haneda International Airport. Also main currencies like the US dollar or euro can be exchanged at the conference venue or exchange counters located at banks, post offices, and hotels around the conference venue.

**The current exchange rate is approximately 145 JPY to one US dollar.** International credit cards such as American Express, Visa, and Master Card are accepted at most hotels and shops.

Currency exchange facilities are available at hotels and all over Tokyo. Bank opens from 11:00 to 15:00 hours, with no lunch break, from Monday to Friday. ATM is available for 24/7.

#### ◆ Traveler's Insurance

Each participant is encouraged to buy international traveler's insurance covering the entire duration of their stay in Tokyo. The host and secretariat will not be responsible for personal accidents or damage to the private property of participants. It is highly advisable for participants to make their own arrangements with respect to personal insurance in advance of attending the conference.

#### ◆ Gratuities (tipping)

Tipping is not customary in Japan. In tourist hotels, a service charge is added to the bill.

#### ◆ Sightseeing opportunities

Participants might wish to stay on one or more days after the conference for sightseeing. Visitor information can be obtained from the Official Tokyo Travel Guide at

<http://www.gotokyo.org/en/index.html>

Each hotel also has information on things to do and see around Tokyo.



◆ *Weather and Dress Code*

November in Japan is pleasantly crisp. The average outdoor temperature is around 13 degrees Celsius (maximum 17 degrees, minimum 10 degrees). The conference room is temperature controlled and air-conditioned. However, it is suggested that you bring along a jacket and jersey/pullover. The dress code during the conference will be business casual or national attire. It is suggested that you bring extra clothes to stay warm. It is usually cool in the evening.

◆ *Voltage*

The voltage for all electric appliances is 100 volts/50 HZ. Most electrical outlets in Japan take a two flat pin plug.

