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**UTB-STE CONNECT 2025**

Technology Innovations for a Sustainable Future  
20 - 22 October 2025 | Universiti Teknologi Brunei



# PRE-ARRIVAL INFORMATION KIT


**KEYNOTE SPEAKERS, FACILITATOR,  
PANELIST AND PARTICIPANTS**



Dear UTB-STE Connect 2025 **Participants**,

Thank you for joining the UTB-STE Connect 2025. We look forward to welcoming you to Brunei Darussalam soon! This pre-arrival info kit contains all important information for your reference and action as follows:

## 1. GENERAL INFORMATION

<b>DATES AND VENUE</b>	UTB will be hosting its second biennial congress, the UTB Science, Technology and Engineering Connect (UTB-STE Connect 2025) featuring six (6) events: <ul style="list-style-type: none"><li>• 3<sup>rd</sup> UTB University Presidents' Forum (UPF)</li><li>• 2<sup>nd</sup> UTB Women Leadership Forum (WLF)</li><li>• 1<sup>st</sup> Global Conference on Industrial Materials and Manufacturing (GCIMM)</li><li>• ASEAN Sustainable Ready for Industry 5.0 Program 2025 (ASEAN SRI-5.0)</li><li>• Postgraduate Colloquium, and Science, Technology and Innovation Coordination (STI Coordination)</li></ul>	
	<b>Dates of Conferences</b>	<b>20<sup>th</sup> – 22<sup>nd</sup> October 2025</b>
	<b>Venue</b>	<b>Universiti Teknologi Brunei Jalan Tungku Link Gadong BE1410 Brunei Darussalam</b>
	<b>Website</b>	<a href="https://conference.utb.edu.bn/">https://conference.utb.edu.bn/</a>
	Further logistical details are provided in the sections below.	
<b>REGISTRATION AS PARTICIPANTS</b>	Please complete your registration form at: <a href="https://forms.gle/jX3anzfQfpzwLTBA">https://forms.gle/jX3anzfQfpzwLTBA</a> or scan the QR Code	
		



## 2. PRE-ARRIVAL AND ARRIVAL ARRANGEMENTS

<p><b>VISA AND OTHER FORMALITIES</b></p>	<p><b>Visa Requirements</b>  Participants requiring a visa to enter Brunei Darussalam should apply through the nearest Brunei Darussalam’s Mission Abroad (Embassy / High Commission). Applications must include:</p> <ol style="list-style-type: none"> <li>1. Completed visa application form (available from the Brunei Immigration Department website or download here)  <a href="https://www.immigration.gov.bn/Borang%20PDF/Borang%20Permohonan%20Visa.pdf">https://www.immigration.gov.bn/Borang%20PDF/Borang%20Permohonan%20Visa.pdf</a></li> <li>2. Passport copy (valid for at least 6 months)</li> <li>3. Two (2) recent coloured passport-sized photos</li> <li>4. Invitation or Acceptance Letter from UTB-STE Connect 2025</li> <li>5. Accommodation details in Brunei (hotel reservation or address of stay)</li> <li>6. Valid medical insurance (for 4 days or more)</li> <li>7. Flight itinerary (if available)</li> <li>8. Contact details of the applicant</li> </ol> <p><b>Processing time:</b> 14 working days (excluding submission date).</p> <p><b>Costs:</b> To be borne by each participant.</p> <p><b>Transit visas,</b> if required, must be obtained before.</p> <p><b>Non-Visa Requirements</b>  Participants not requiring a visa should present their Invitation or Acceptance Letter from UTB-STE Connect 2025 to the Immigration Officer upon arrival, in order to obtain an entry stamp in their passport.</p>
<p><b>E-ARRIVAL CARD REGISTRATION</b></p>	<p>All participants must complete the E-Arrival Card registration online at <a href="https://www.imm.gov.bn/">https://www.imm.gov.bn/</a> before arrival in Brunei Darussalam. Please ensure a stable internet connection while completing the registration.</p>
<p><b>MEDICAL INSURANCE</b></p>	<p>Effective 1<sup>st</sup> July 2025, all visitors entering Brunei Darussalam must have a minimum medical insurance coverage of:</p> <ul style="list-style-type: none"> <li>• BND 10,000.00 for stays less than 90 days</li> <li>• BND 100,000.00 for stays exceeding 90 days</li> </ul> <p>This requirement applies to all professional visit pass holders. Participants must present proof of insurance upon arrival; failure to do so may result in refusal of entry. The cost of medical insurance is the responsibility of each participant.</p>

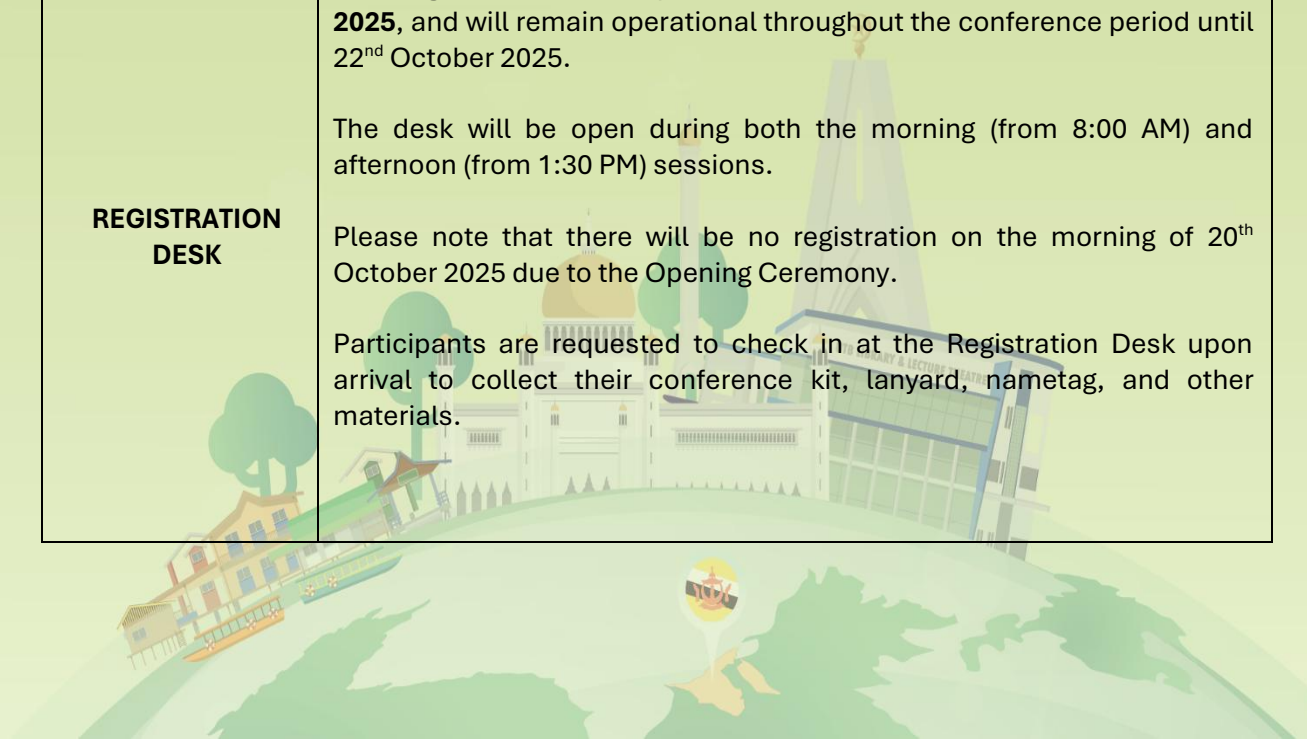


### 3. TRANSPORTATION ARRANGEMENT

<b>TRANSPORTATION</b>	<p><b>Conference Venue</b> The <b>Opening Ceremony</b> will take place on <b>20<sup>th</sup> October 2025</b> at the <b>International Convention Centre (ICC), Berakas</b>, while the <b>conference sessions</b> will be held at the <b>School of Applied Science and Mathematics (SASM) Building, UTB</b>.</p> <p><b>Shuttle Service</b> Shuttle services will be provided between the recommended hotels and the conference venue. This service will not be available for participants staying at non-listed hotels, who are advised to make their own transportation arrangements.</p> <p>For details and <b>schedules</b>, please visit: <a href="https://conference.utb.edu.bn/Welfare_Accommodation_and_Transport.html">https://conference.utb.edu.bn/Welfare_Accommodation_and_Transport.html</a></p> <p>Kindly be reminded that the shuttle service will depart promptly according to the schedule. Participants who miss the shuttle will need to arrange their own transportation to the conference venue at their own expense.</p> <p><b>Alternative Transport</b> Taxis or DART services are available locally. For convenience, you may download the relevant mobile apps from the Apple App Store (iOS) or Google Play Store (Android).</p>
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### 4. DURING UTB-STE CONNECT

<b>REGISTRATION DESK</b>	<p>The Registration Desk will be located at the <b>main lobby of the SASM building, UTB</b>. It will be open <b>from 1: 30 PM to 4:30 PM on 20<sup>th</sup> October 2025</b>, and will remain operational throughout the conference period until 22<sup>nd</sup> October 2025.</p> <p>The desk will be open during both the morning (from 8:00 AM) and afternoon (from 1:30 PM) sessions.</p> <p>Please note that there will be no registration on the morning of 20<sup>th</sup> October 2025 due to the Opening Ceremony.</p> <p>Participants are requested to check in at the Registration Desk upon arrival to collect their conference kit, lanyard, nametag, and other materials.</p>
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	<p>Staff will be available to assist with on-site registration, payments (if applicable), and general inquiries regarding the conference schedule, venue facilities, or local information.</p>								
<p><b>CONFERENCE PROGRAMME HIGHLIGHTS</b></p>	<p><b>Opening Ceremony</b> The Opening Ceremony will be held on <b>20th October 2025 (morning)</b> at the <b>International Convention Centre (ICC), Berakas</b>. All participants are encouraged to attend. The session will include welcoming remarks, and keynote address.</p> <p><b>Conference Dinner</b> The Conference Dinner will take place on <b>21st October 2025, 7:00 PM</b> at the <b>Centrepont Hotel, Gadong</b>. This event offers an excellent opportunity for networking and social interaction. Attendance is included for registered participants; additional tickets may be purchased at the Registration Desk.</p> <p><b>Tour</b> Details of the itinerary, meeting point, and departure time will be announced during the conference.</p> <p>For <b>Programme Details</b>, please visit: <a href="https://conference.utb.edu.bn/Programme.html">https://conference.utb.edu.bn/Programme.html</a></p>								
<p><b>REFRESHMENT</b></p>	<p>Complimentary refreshments will be provided during <b>morning and afternoon breaks</b> each day of the conference. Coffee, tea, and light snacks will be served at designated areas near the conference rooms.</p> <p>Lunch will be provided for registered participants at designated <b>Conference Dining Area</b>.</p> <p>Participants are kindly requested to wear their <b>conference name tags</b> when collecting meals or refreshments.</p>								
<p><b>DRESS CODE</b></p>	<p>Participants are encouraged to observe the following dress code throughout the conference:</p> <table border="1" data-bbox="487 1533 1412 1764"> <thead> <tr> <th>Event</th> <th>Attire</th> </tr> </thead> <tbody> <tr> <td>Opening Ceremony</td> <td>Formal/Traditional Attire/Lounge Suit</td> </tr> <tr> <td>Conference Dinner</td> <td>Formal/Traditional Attire/Lounge Suit</td> </tr> <tr> <td>Conference Sessions</td> <td>Business or Smart Casual Attire/Lounge Suit</td> </tr> </tbody> </table>	Event	Attire	Opening Ceremony	Formal/Traditional Attire/Lounge Suit	Conference Dinner	Formal/Traditional Attire/Lounge Suit	Conference Sessions	Business or Smart Casual Attire/Lounge Suit
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Opening Ceremony	Formal/Traditional Attire/Lounge Suit								
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Conference Sessions	Business or Smart Casual Attire/Lounge Suit								



## 5. CONTACT PERSONS

<b>SECRETARIAT OF THE UTB-STE CONNECT 2025</b>	<a href="mailto:ste.connect@staff.utb.edu.bn">ste.connect@staff.utb.edu.bn</a>
<b>WELFARE AND ACCOMMODATION WORKING COMMITTEE</b>	<a href="mailto:watc.utbste@staff.utb.edu.bn">watc.utbste@staff.utb.edu.bn</a>
<b>BICET SECRETARIAT</b>	<a href="mailto:BICET2025secretariat@utb.edu.bn">BICET2025secretariat@utb.edu.bn</a>
<b>ACIIS SECRETARIAT</b>	<a href="mailto:aciis.secretariat@utb.edu.bn">aciis.secretariat@utb.edu.bn</a>
<b>ICBMIS SECRETARIAT</b>	<a href="mailto:icbmis2025@staff.utb.edu.bn">icbmis2025@staff.utb.edu.bn</a>
<b>ICABF SECRETARIAT</b>	<a href="mailto:icabf.secretariate@utb.edu.bn">icabf.secretariate@utb.edu.bn</a>
<b>ICCARTE SECRETARIAT</b>	<a href="mailto:iccartsecretariat@utb.edu.bn">iccartsecretariat@utb.edu.bn</a>
<b>UTB UNIVERSITY PRESIDENTS' FORUM (UPF)</b>	<a href="mailto:utb.upf@utb.edu.bn">utb.upf@utb.edu.bn</a>
<b>UTB WOMEN LEADERSHIP FORUM (WLF)</b>	<a href="mailto:syazana.lim@utb.edu.bn">syazana.lim@utb.edu.bn</a>
<b>1ST GLOBAL CONFERENCE ON INDUSTRIAL MATERIALS AND MANUFACTURING (GCIMM)</b>	<a href="mailto:info@gcimm.org">info@gcimm.org</a>
<b>POSTGRADUATE COLLOQUIUM</b>	<a href="mailto:motiar.rahman@utb.edu.bn">motiar.rahman@utb.edu.bn</a>
<b>ASEAN SUSTAINABLE READY FOR INDUSTRY 5.0 PROGRAM 2025 (ASEAN SRI-5.0)</b>	<a href="mailto:lim.tiong.hoo@utb.edu.bn">lim.tiong.hoo@utb.edu.bn</a> <a href="mailto:greentexts@utb.edu.bn">greentexts@utb.edu.bn</a>
<b>STI Coordination</b>	<a href="mailto:susidzaimah.sulaiman@utb.edu.bn">susidzaimah.sulaiman@utb.edu.bn</a> <a href="mailto:syahiiarah.hasnan@utb.edu.bn">syahiiarah.hasnan@utb.edu.bn</a>

Have a fruitful and pleasant stay in Brunei Darussalam!

