

EVENT GUIDE



INSTITUTE OF STRATEGIC &
INTERNATIONAL STUDIES
(ISIS) MALAYSIA



SETA

Kuala Lumpur-Ankara Dialogue 2026

Anchored in history, aligned for tomorrow

7 April 2026, Kuala Lumpur

Table of contents

About event	03
General information	04
Getting here	06
Facilities	07
Information for international guests	08

About event

1. About Kuala Lumpur–Ankara Dialogue 2026

For the programme, visit our [website](#).

2. Date

7 April 2026 (Tuesday). There will be no virtual format or recordings.

3. Venue

[Grand Hyatt Kuala Lumpur](#), Malaysia.

4. Logistics enquiries

Nur Atikah Ishak, Senior Manager (Event Management), ISIS Malaysia
atikah@isis.org.my | +60 17 392 1330

Nani Aris, Event Executive, ISIS Malaysia
nani@isis.org.my | +60 12 220 8434

5. Media enquiries

Rachel Priya, Senior Manager (Public Affairs & Partnerships), ISIS Malaysia
rachel@isis.org.my | +6010 231 5821

General information

1. Registration

- a. With your confirmation email, present your QR code at the registration desk (Foyer, Grand ballroom, Ground floor, Grand Hyatt Kuala Lumpur) to collect your name tag. Registration commences at 0800 hrs. **Kindly be seated before 0900 hrs.**
- b. To ensure security, name tags must be always worn for admission.
- c. If you have lost or damaged your name tag, please request for a replacement immediately at the registration desk.
- d. Unless explicitly informed by the organiser in writing to do so, walking in without an official approval email is not allowed.
- e. Only approved individuals are eligible for entry. Unauthorised persons will be denied entry.

2. Attire

Business / business casual / traditional formal wear / batik.

3. Sessions

- a. Please be punctual for all [sessions](#).
- b. Please be seated at least **10 minutes before** the session begins.
- c. Please switch off your mobile phone or place it in silent mode.

4. Cancellations, changes and substitutions

- a. The organiser reserves the right to cancel the event at its sole discretion for any reason and at any time. In the event of such a cancellation, the organiser will use reasonable endeavours to notify you of such cancellation.
- b. If you wish to withdraw your attendance, you must email the organiser at em@isis.org.my as soon as possible.
- c. If you cannot attend the event, the organiser may consider approving a substitute. To request a transfer of your approved application to a substitute, please email em@isis.org.my at least 72 hours before the first day of the event, stating the substitute's full name, designation, organisation, email, and phone number. While the organiser will reasonably endeavour to meet special requirements of the substitute (e.g. dietary), these requirements may not be accommodated if the request is made on short notice.
- d. The organiser reserves the right to approve or reject any application at its sole discretion, and the decision is final. You will be informed in writing if your substitute has been approved. If approved, your substitute will also receive an official approval email. Only approved individuals will be eligible for entry. Unauthorised persons will be denied entry.

- e. The organiser reserves the right to make any change to the event at any time without prior written notice (including but not limited to the programme, speakers, sessions, dates, timings or venue).

5. Code of conduct

- a. You agree to conduct yourself at all times and in all manner (spoken, written, and in action), professionally and respectfully towards all individuals at the event. You commit to not engaging in any form of disruptive, abusive, harassing, bullying, discriminatory, retaliatory or unlawful behaviour. The organiser reserves the right to remove any individual who fails to comply with this code of conduct, in accordance with applicable laws.
- b. If you witness or experience any behaviour in breach of this code of conduct, please report it in writing immediately to hr@isis.org.my. All reports will be investigated and handled with discretion, in accordance with applicable laws and the organiser's policies.
- c. The organiser reserves the right to refuse admission or to remove any individual in breach of the code of conduct at its sole discretion.

6. Liability

- a. You agree to comply with all health and safety regulations, including any public health measure in place at the time of the event, and especially in the unlikely event of an emergency. You agree to promptly follow any instructions from authorised persons for your safety and the safety of others.
- b. If you have accessibility requirements, please email em@isis.org.my as soon as possible. The organiser will make reasonable efforts to ensure your needs are met and provide an inclusive experience.
- c. All meals provided at the hotel are halal-certified. While the organiser makes every effort to accommodate your dietary requirements, the hotel may have limitations in fulfilling highly specific dietary restrictions. You would need to notify us (em@isis.org.my) at least fifteen (15) business days before the start of the event so that the organiser can work towards providing you with alternative options.

Getting here

1. Local transportation (on individual accounts)

- a. **Train:** The nearest train station is the [Raja Chulan \(MR7\) monorail station](#) (9-minute walk from the station).
- b. **Drive:** Parking is RM 17 nett per event guest per vehicle (validate on Ground Floor). For in-house guests, parking is free for first vehicle (validate at concierge).
- c. **Grab e-hailing:** Install the [Grab app](#) from Google Play or App Store. Set your pickup location. Enter "Grand Hyatt Kuala Lumpur" as your destination. Select the type of ride (e.g. GrabCar). Confirm your ride and payment method. Grab will assign a driver and you will be notified when driver arrives. Fares vary depending on traffic and ride type. Other e-hailing services, such as InDrive and Bolt, are also available.

2. Airport transfers (on individual accounts): You may reach the venue from the airport via the following methods

- a. **KLIA Express Rail Link (ERL):** Connects KLIA to KL Sentral in 28 minutes. One-way fare is RM55. Tickets can be purchased [online](#) or at the counter in the **International Baggage Reclaim Hall, Level 3, KLIA** (after clearing customs and immigration), or at the **Train Platform, Level 1**. Upon arrival at KL Sentral, take the monorail from KL Sentral towards Titiwangsa, stopping at [Raja Chulan \(MR7\) monorail station](#) (9-minute walk from the station).
- b. **Grab e-hailing:** Install the [Grab app](#) from Google Play or App Store. Set your pickup location to "KLIA". Enter "Grand Hyatt Kuala Lumpur" as your destination. Select the type of ride (e.g. GrabCar). Confirm your ride and payment method. Grab will assign a driver and you will be notified when driver arrives. One-way fare is estimated at RM 65-100, depending on traffic and ride type.
- c. **Airport taxi:** WhatsApp +60 11- 5711 4879 to arrange for 24-hour airport transfer. One-way fare for economy sedan is RM 100, exclusive of midnight charges (RM 30 for 2330-0600 hrs) or meet & greet services (RM 50). Payment to be made before flight. Driver details will be sent by the vendor 1 day before your flight.

Facilities

1. Prayer room (surau)

Level 1, Grand Hyatt Kuala Lumpur.

2. Accessibility

If you have accessibility requirements, please email em@isis.org.my as soon as possible. The organiser will make reasonable efforts to ensure your needs are met and provide an inclusive experience.

3. Wi-Fi

Complimentary Wi-Fi is available at the conference venue. Details for connecting to the network will be provided at the venue. Please note that while the Wi-Fi will cover the event areas, the signal strength may vary in larger or more crowded spaces.

4. Printing services

Please approach the hotel's front desk for printing services (self-arranged and payable under individual accounts).

5. Medical facilities

Personal health and medical care are the responsibility of each individual. While local pharmacies and clinics are available, please be aware that they may not have all the specialised medications or treatments you may require. **It is advisable to have adequate travel insurance that covers medical expenses during your stay and to bring along any specific medications.**

6. Meals

- a. The following meals (free seating except for reserved tables) are provided for approved delegates as specified in the programme:
 - I. Lunch
 - II. Light refreshments, coffee and tea
- b. All meals provided by the hotel are halal-certified. While we will make every effort to accommodate your dietary requirements, the hotel may have limitations in fulfilling highly specific dietary restrictions. You would need to notify us (em@isis.org.my) at least **ten (10) business days** before the start of the event so that we can work towards providing you with alternative options.

Information for international guests

1. Legal requirements for entry into Malaysia

- a. Check that you have a valid passport with at least **6 months** of validity, flight tickets, and proof of accommodation.
- b. **Malaysia Digital Arrival Card (MDAC)**: Foreigners must complete and submit the MDAC prior to arrival in Malaysia.
- c. To find out if you require a visa to enter Malaysia, visit [here](#).
- d. Health insurance is recommended (but not mandatory).

2. Accommodation options near Grand Hyatt KL

- a. Accommodation and all personal expenses (early check-in, late check-out, additional nights/occupants), last minute cancellations, limousine arrangements, telephone, fax, laundry, mini bar, dining or room service, and their associated taxes) are payable under individual accounts and must be self-arranged. Options include:
 - (i) [Mandarin Oriental Hotel Kuala Lumpur](#)
 - (ii) [The Ruma Hotel and Residences](#)
 - (iii) [Banyan Tree Kuala Lumpur](#)
- b. **Airbnb**: Search for listings near [Raja Chulan \(MR7\) monorail station](#) for walking accessibility to Grand Hyatt Kuala Lumpur.
- c. Generally in Malaysian hotels, check-in time is after 1500 hrs, and check-out time is before 1200 hrs.

3. Telephone services

- a. **Emergency numbers**: Dial **999** for police, fire, or ambulance services.
- b. **Local calls**: Local calls can be made using your hotel room phone, mobile phone or by purchasing a local SIM card from the airport or convenience stores.
- c. **International calls**: International dialling is available at most hotels (payable under individual accounts) but rates can vary. Alternatively, you can use mobile phones with an international roaming plan or purchase a local SIM card with international calling packages.
- d. **Purchasing a SIM card**: Purchase a SIM card at airport kiosks (KLIA), mobile service shops (Maxis, Digi, Celcom) in malls or convenience stores (7-Eleven). Bring your passport for registration. Choose a prepaid plan with data, calls and texts based on your needs. SIM cards are usually activated immediately. Top-up options are available at convenience stores. Most SIM cards are valid for 30 days and can be extended by topping up.

4. Voltage

In Kuala Lumpur, the standard voltage is 240V with a frequency of 50Hz. The power plugs used are of Type G (three rectangular prongs). We recommend bringing a universal adapter and, if necessary, a voltage converter.

5. Currency

The official currency in Malaysia is the ringgit (MYR). Visit local currency exchange counters at the Kuala Lumpur International Airport or at major shopping malls (e.g. [Suria KLCC](#) (Petronas Twin Towers), [Avenue K](#), or [Pavilion Kuala Lumpur](#)).

6. Weather

Kuala Lumpur has a tropical rainforest climate, which means it is hot and humid year-round, with frequent rain showers. Temperature ranges between 24°C (75°F) and 32°C (90°F). We recommend lightweight breathable clothing but do keep in mind that the event venue is air-conditioned and can get chilly. If you plan to explore the city after the event, it's a good idea to bring a small umbrella, comfortable shoes, sunscreen, a hat and sunglasses.

7. Time zone

Kuala Lumpur operates in the Malaysia Time Zone (MYT), which is UTC +8:00. Malaysia does not observe daylight savings, so the time remains consistent throughout the year.



scan to connect
and discover more