



African Union



African Development Bank



United Nations
Economic Commission for Africa

LAND POLICY INITIATIVE

INFORMATION NOTE

Experts' Group Meeting to validate LPI Communications and Advocacy Strategy

21 – 22 August 2014

United Nations Conference Center

Addis Ababa, Ethiopia

1. MEETING LOCATION

The workshop will take place at the United Nations Conference Center, **Conference Room No. 6** in Addis Ababa, Ethiopia.

2. HOTEL RESERVATIONS

Hotel reservations have been made for all confirmed participants from arrival to departure date at **USD 90** (inclusive of tax) per night that includes buffet breakfast. Detailed information concerning the Hotel is shown below,

Aphrodite International Hotel
Kazanchise Area
Telephone number +251 11 552 2228
+251 11 5572220
E-mail: info@aphroditeaddis.com
Website: <http://www.aphroditeaddis.com>
Addis Ababa, Ethiopia

3. TRAVEL ARRANGEMENTS

Tickets will be provided for participants and flight details will be communicated before or on 15 August 2014.

There are protocol arrangements in welcoming delegates. Protocol officers will be posted at the airport to assist the delegates to Immigration.

4. VISA REQUIREMENTS

Visas are required for all participants traveling to Ethiopia, except for nationals of Djibouti and Kenya. This also applies to holders of diplomatic passports, as well as United Nations Laissez-Passer.

Those of you who would like to have our assistance in securing a visa, please send us duly completed registration forms to facilitate your visa upon arrival request.

Please note that an Ethiopian visa costs US\$ 20 per person and payment must be made in US dollars at the time of issuance of visa. No other currency will be accepted. Holders of diplomatic and service passports, as well as United Nations Laissez-Passer, will receive visas free of charge.

YOU MUST HAVE A PRINTED COPY OF THE LETTER OF INVITATION TO PROCESS YOUR VISA.

5. DSA

A daily subsistence allowance will be provided to cover the costs of accommodation, meals and other expenses. DSA collection for participants has been arranged at the ECA bank during the first day of the EGM (morning team break time). Please bring ID/Passport and flight ticket for collection of DSA at the bank.

6. TRANSPORT

Please contact Aphrodite International Hotel Guest Service Representative at the airport booth for a shuttle service from Airport to the Hotel. The Hotel also provides shuttle service from Hotel to Airport.

UN Conference Centre is only a walking distance from Aphrodite International Hotel.

7. LANGUAGE

Medium of communication in the workshop is English.

8. SECURITY

Safety standards are relatively good, but similar precautions as in other metropolitan cities should be followed.

9. HEALTH CARE REQUIREMENTS

Prior to entry, visitors to Ethiopia should be in possession of a valid health certificate for yellow fever. Vaccination against cholera is also required for any person who has visited or transited through a cholera-infected area within six days prior to arrival in the country. As Addis Ababa is situated at an altitude of 2400 meters, it is advisable to take precautionary measures to avoid possible health problem that might occur due to high altitude.

10. CURRENCY

The Local currency is the Ethiopian Birr (ETB) and local currency can be obtained upon arrival at the airport.

Bank receipts for money exchanged must be kept securely as it may be requested for on departure.

Commercial Bank of Ethiopia has a branch office inside the compound of UNECA where the meeting will take place. The Bank is open from 8:00 a.m. to 4:30 p.m.

11. VOLTAGE

The voltage applicable in Ethiopia is 220-240 volts, 50 cycles AC accessible via 13-amp, three round pins arranged in a triangle and two round pins.



If your appliances don't accept 220-240 volts at 50 Cycles or appliances plug has a different shape, you may need a plug converter/adaptor.

12. TIME DIFFERENCE

Please note that Ethiopia Standard Time is Greenwich Mean Time + 3

13. CLIMATE AND CLOTHING

In August, the weather in Addis Ababa is a rainy season and it gets cold at times (especially night time) with temperature ranging from 22 to 12 degree Celsius. However, please consult an authentic source of information for a more accurate weather forecast and bring appropriate clothing.