



## INFORMATION NOTE

# Experts Group Meeting to review and validate the 2016 MDGs to Agenda 2063/ SDGs Transition Report in Africa



## LA-PALM ROYAL BEACH HOTEL



Dear Participant,

On behalf of the African Union Commission (AUC), the United Nations Economic Commission for Africa (ECA), the African Development Bank (AfDB) and the United Nations Development Program (UNDP), we would like to thank you for accepting the invitation to participate in the Experts Group Meeting to validate the 2016 MDGs to Agenda 2063/SDGs transition Report in Africa. The meeting will be held at **La palm royal Beach Hotel** from **28<sup>th</sup> to 29<sup>th</sup> June 2016**; you are therefore invited to take note of the following information, which will further assist you in the planning of your travel to Accra, Ghana.

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## 1. Visa information

ECOWAS nationals do not require entry visa to visit Ghana. Sponsored participants requiring a visa are advised to procure entry visas either from Embassy or Consulate of Ghana in their country of residence before departure. Where there is no Ghana Embassy or High Commission to obtain prior visas, point of entry visas will be processed at the Airport. Categories of such delegation should provide flight details and passport numbers to the organizers at least a week before departure.

***Arrangements have been made to issue the visa upon your arrival at the Kotoka International Airport, for all those who would not have managed to get an entry visa from the country of residence.***

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## 2. Airport transfer service

Hotel provides airport shuttle services. Please look out for a driver at the arrival terminal holding a sign with La Palm Royal beach Hotel.

**\*\*Please note that the organizers will not be responsible for any other transportation expenses. \*\***

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## 3. Accommodation in Accra

All participants are expected to stay at :

**LA-PALM ROYAL BEACH HOTEL,  
LA No. 1 Bypass,  
Accra – Ghana,  
Tel:+233(0) 302 215100.**



Room reservations have already been made at the Hotel, which is also the **Conference Venue**. All participants are requested to confirm their participation, flight details, dates and hours of arrival and departure to the organizers. Room rates: \$150/night.

Sponsored participants will receive DSA at Accra UN Rate per day during the duration of the meeting and **will be responsible to cover the cost of their room and dinner as well as** all additional costs incurred during their stay such as:

- Business center charges
- Minibar
- Room service
- Landry services
- Telephone calls
- Late checkout fees

All additional costs must be settled directly with the hotel prior to the departure.

**\*\*please note that all sponsored participants MUST stay at La palm Royal Beach Hotel.**

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#### **4. Meeting registration**

Registration for the meeting will take place at the entrance of the conference room from 8:30am to 9:00am on 28<sup>th</sup> June 2016.

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#### **5. Meeting working documents**

Please also note that documents will be available to you during registration.

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#### **6. Conference working languages**

Simultaneous interpretation will be available in English and French for the duration of the meeting.

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#### **7. Additional Information**

##### **❖ Health Requirements**

A valid yellow fever certificate is required.

##### **❖ Language**



English is the official language of Ghana and is used in politics, media, education, legal affairs and official documents. However, there are 11 other official languages in the country.

#### ❖ **Weather and Local time**

The climate of Ghana is tropical. The coolest time of year is between June and September when the main rainfall occurs. Variations in temperature both annually and daily are quite small. The minimum temperature is around 23C (73F).

The Local time: Greenwich Mean Time (GMT+0).

#### ❖ **Currency**

The Ghana cedi (currency sign: GH¢; currency code: GHS) is the unit of currency of Ghana. 1 US Dollar equals approximately 3.95 Ghanaian Cedi

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## **8. Contact information**

For any additional information please do not hesitate to contact:

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