Information note for participants

Thank you for confirming your participation at the upcoming Meeting of the African Group on National Accounts scheduled to take place in Addis Ababa, Ethiopia from 20 to 22 April 2016. The meeting will be held in Conference Room 6 at the United Nations Conference Centre (UNCC) at the United Nations Economic Commission for Africa (ECA) Headquarters.

This information note will assist you in the planning and logistics of your travel to Addis Ababa, Ethiopia.

1. Visa on arrival

Following an agreement between the Ethiopian Government and the United Nations Economic Commission for Africa, all participants attending meetings, seminars and workshops organized or co-organized in Addis Ababa by ECA, can obtain business visa on arrival at Bole International Airport. The Ethiopian Immigration Authority requires that participants carry with them and present to Immigration an official letter of invitation to the event, as well as 50 USD for visa fees.

2. Accommodation and subsistence allowances

ECA has made hotel bookings for all participants at APHRODITE Hotel. Sponsored participants shall pay their accommodation from their daily subsistence allowances (DSA). Sponsored participants will be paid their DSA in Addis Ababa.

<table>
<thead>
<tr>
<th>Hotel</th>
<th>Type of rooms</th>
<th>UN rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aphrodite International Hotel Tel: (251)(0)11552 2228 Email: <a href="mailto:aphroditeinthotel@gmail.com">aphroditeinthotel@gmail.com</a></td>
<td>Single standard room including breakfast</td>
<td>US$ 90</td>
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3. Airport pickup

ECA and Hotel will arrange an airport pickup for all the participants. Sponsored participants’ flight details have been already transferred to our Protocol Office. Self-sponsored participants should send us the date and time of arrival in Addis Ababa with flight details as soon as possible. Subsequent changes should also be similarly communicated.
4. Registration and ID badges

Participants will be required to register and obtain identification badges prior to the opening of the meeting. The venue of registration will be at the Delegates Registration Building (DRB) at the pedestrian entrance of the ECA (Gate 2). Registration will start from 8.15 AM on the opening day of the meeting. Please make sure to arrive well before the meeting as it may take some time to go through security check point.

For security reasons, identification badges should be worn by all participants at all times during the Meeting as well as during official social functions.

5. Transport

Should you require transportation within Addis Ababa outside the training time, you may book a taxi through the National Tourism Organization (NTO) by calling +251-115-151722 or +251-115-518400, or use the taxis parked outside your hotel.

6. Health requirements

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 a cholera-infected area within six days prior to arrival in the country. As Addis Ababa is situated at an altitude of 2,400 meters above sea level, it is advisable to take precautionary measures to avoid some health problems that might occur because of high altitude.

Please note that all participants are responsible for their medical insurance and are kindly requested to carry the relevant documents with them. Participants who have health issues and are on medication are requested to carry their medication as it may not be possible to find them in Addis Ababa.

The United Nations Health Care Centre (UNHCC), situated on the ground floor of the Conference Centre, provides emergency medical services on cash basis to participants attending meetings. In case of a medical emergency, please contact the United Nations Health Care Centre at the ground floor of the UNCC (Tel: +251-115-515828 or 517200, extension 88888 or 448888).

7. ICT Services

UNCC is equipped with WiFi. Technical support is available through the ECA Help Desk (phone +251-115-443123, email: sdesk@uneca.org). Technical support for presentations must be arranged in advance with the UNCC support team.

All meeting documents are going to be available on-line on the following website: http://ecastats.uneca.org/acsweb/FocusAreas/ESNA/AGNA.aspx.

Please bring your laptop with you so you can download and consult related documents.
8. General information about Ethiopia

Climate
Ethiopia has two main seasons. The dry season lasts from October through May, and the rainy season starts in late June and ends in September. Temperatures depend on season and altitude. The average temperature in April is 25°C during the day and 12°C during the night, with possible rainy days.

Mobile phones
Ethiopian Telecommunication Corporation offers SIM cards with prepaid airtime.

Electricity
Electric supply in Ethiopia is 220-240 volts, 50 cycles AC accessible via 13-amp, schuko plug.

Currency
Ethiopian currency is denominated in “Birr” and “centimes”. The exchange rate fluctuates. The UN official exchange rate was USD 1.00 = ETB 21.5 as of April 2016.

There is a branch of the Commercial Bank of Ethiopia in the ECA compound – located in the Rotunda. This Bank is open Monday through Friday, from 8:00 a.m. to 4:30 p.m. There are ATM machines for Visa and MasterCard users at the UNCC Business Centre and in various hotels including Sheraton, Hilton, Radisson Blu, Intercontinental.

9. Contact details

For any further information before and during the meeting, please contact:

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