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Information Note for Participants

Workshop of the Working Group for the Development of the AEWA Plan of Action for Africa 2019-2027

10-12 October 2017, Hotel Ngor Diarama, Dakar, Senegal

Contacts

At the Department of National Parks (Senegal):

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Venue

Hotel Ngor Diarama
PO Box 8092, Dakar Yoff
Tel.: +221 33 820 10 05 / +221 33 820 01 45 / +221 33 820 27 24
http://www.hotels-ngordiarama.com

The hotel has an outdoor swimming pool and its own beachfront.
The workshop room will be communicated to you upon arrival at the Ngor Diarama.

Registration & opening ceremony

Participants' registration will start on Tuesday, 10 October 2017 at 8 a.m. The workshop will open one hour later, at 9 a.m. The workshop will close on Thursday, 12 October 2017 at 5 p.m.

Working languages & documents

English and French will be the working languages of the workshop, with simultaneous interpretation.

In preparation for the workshop, please revisit the AEWA Plan of Action for Africa 2012-2018 and familiarize yourself with the draft AEWA Strategic Plan 2019-2027. Any additional documents will be provided in due time.

Accommodation and meals

Participants receiving financial assistance will be provided with a standard single room (incl. full-board) at the Hotel Ngor Diarama which will be directly covered by the organizers. Sponsored participants will in addition receive an allowance to cover incidental costs: on the first day of the workshop, they will receive a "cash card" for this purpose which can be used for cash withdrawals at ATM machines or over the counter payment for expenses (e.g. hotel, restaurants, shops) like standard debit/credit cards.

Please bring your original boarding passes the first day of the workshop in order to receive the cash card.

A number of rooms have been blocked for non-funded participants who want to stay at the Hotel Ngor Diarama. Please personally email your booking request **by latest 20 September 2017** to:
ngordiarama@orange.sn & ngordiarama@hotmail.com copying: diarama2@orange.sn

Please indicate the following booking reference: **AEWA, 10 – 12 October 2017**

A single occupancy room, including breakfast and tourist tax, is at a rate of FCFA 67,000 day (currently ca. EUR 102 or USD 120). Dinner is offered at a rate of FCFA 17,000 (currently ca. EUR 26 or USD 31).

Lunches and coffee breaks will be offered free of charge to all participants on the three days of the workshop.

Transport from / to the airport

Hotel Ngor Diarama is located at a 15-minute drive from the Dakar International Airport (Léopold Sédar Senghor International Airport). Participants can reach the hotel in two ways:

1. Return transport between Dakar International Airport and the Hotel Ngor Diarama will be provided free of charge for those participants staying at the hotel. Coming out of the arrivals area, participants will be met by a driver who will display a placard indicating the AEWA workshop.

   Non-funded participants are requested to inform the organizers (birgit.drerup@unep-aewa.org) by **18 September 2017** should they wish to use this free shuttle. Please also indicate your flight details (arrival and departure time, flight number).

   In case your flight is delayed, please inform the hotel and the local organizer Department of National Parks:
   - Hotel Ngor Diarama: Mr. Ousmane NDAO, tel.: +221 33 820 10 05/ +221 33 820 27 24 or
     Ms. Khary DIOP, mobile: +221 77 506 75 55
   - Department of National Parks, Mr. Mamadou WELLE, mobile: +221 77 532 05 59

2. By taxi: a simple fare is around FCFA 2,500 during the day, and FCFA 7,000 at night.

Visa / Insurance

A visa may be required for entry into Senegal, except for nationals of ECOWAS. Please note that participants are responsible for making arrangements for obtaining their entry visa for Senegal and/or transit visa if applicable.

A yellow fever certificate is required for your visa application if the journey starts or passes through a country with risk of yellow fever transmission. For more information please see: http://www.who.int/ith/2016-ith-annex1.pdf?ua=1

For your own safety, please ensure that you have sufficient insurance cover (for health purposes, personal belongings etc.) during your journey and stay.

Currency exchange

The official currency of Senegal is the West African CFA Franc (XOF / FCFA).

Dollar exchange rate: 1 USD = ca. 550 FCFA / EURO exchange rate: 1 EUR = 656 FCFA (as at 31 August 2017)

We advise participants to bring sufficient cash with them. There are foreign exchange bureaus and ATM cash machines at Dakar International Airport if cash is needed on arrival. An ATM is also available in the vicinity of the Hotel Ngor Diarama. The Ngor Diarama also offers a Euro and USD currency exchange service.

Internet

Wireless Internet is available at the workshop hotel.

Telephone use

In Senegal three networks are operating: Orange, Tigo and Expresso.
It is possible to buy a local SIM card starter kit at the airport. Make sure to take your charger and suitable adaptor as necessary. You may need your passport to register the SIM. Please remember that international calls from your mobile phone and roaming charges will usually be rather expensive.

Emergency telephone numbers

Ambulance: 15
Police: 17
Fire: 18

Health

Please remember that you must travel with your **yellow fever vaccination card** if your journey starts or passes through the yellow fever belt. Malaria and other tropical diseases occur in Senegal, especially but not only during the rainy season (June-September). Please take the necessary precautions.

Time and weather

Senegal Standard Time is UTC/GMT +0 hours.

October marks the beginning of the dry season in Dakar. The weather is hot with average day temperatures around 32°C and warm nights.

Electrical appliances & plugs

In Senegal, the standard voltage is 230 V, and the standard frequency 50 Hz. Power sockets used in Senegal are types C, D, E and K. The power sockets used at the workshop hotel are of type E. Please remember to bring a power plug adapter as necessary.

Type E:

We look forward to meeting in Dakar!