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AVIATION SYSTEM BLOCK UPGRADE (ASBU) WORKSHOP

(Dar es Salaam, Tanzania, 17 - 21 March 2025)

INFORMATION BULLETIN

1. Venue

1.1. The ASBU workshop will take place at the **RAMADA RESORT BY WYNDHAM, Dar es Salaam, Tanzania, from 17 to 21 March 2025.**

1.2 The contacts of the Office are:

ICAO Workshop Focal Points

Ms. Keziah Ogutu
Telephone: +254 20 7622372
Mobile: +254 7272366293
Email: kogutu@icao.int

Ms. Lilian Ndegwa
Telephone: +254 20 762 2026
Mobile: +254 722656161
Email: lndegwa@icao.int

TCAA Workshop Focal point

Mr. Shukuru Nziku
Telephone: +255 754 819 963
Email : shukuru.nziku@tcaa.go.tz

2. Registration

2.1 Participants should confirm attendance by registering through the following link, not later than **14 March 2025**: <https://www.icao.int/ESAF/Pages/ASBU-Fundamentals-2025.aspx>

2.2 Onsite confirmation of registration of participants will take place on **17th March 2025 from 08:00 to 09:00** at the venue.

3. Opening Session

3.1. The opening session will take place on Monday, 17 March 2025 at 09:00 hours local time (06:00 hours UTC).

4. Working Language, Instruction and Documentation

4.1. The Workshop will be conducted in the English Language.

4.2. The registration link for participants is provided in the invitation letter and in para. 2.1 above. The Secretariat of the workshop will be provided by ICAO.

- 4.3. The Workshop will be paperless, and all related documentation will be provided in an electronic format. Participants are required to bring their own portable computers/laptops for access.

5. Working Hours

- 5.1. The expected working hours of the workshop will be from 09:00 to 15:00 hours local time.

6. Internet

- 6.1. Participants are ensured of adequate internet connection during the workshop.

7. Electricity

- 7.1. Dar es Salaam uses the British system standard three pin sockets. Domestic power voltage is 240volts. Participants are encouraged to ensure compatibility with their gadgets or to have international power adopters.

8. Transport

8.1. From the Airport

Tanzania Civil Aviation Authority (TCAA) will provide transport from Julius Nyerere International Airport (JNIA) to your respective hotels to all participants on Saturday 15 – Monday 17 March 2025 for arriving participants and on Friday 21 – Sunday 23 March 2025. To facilitate this arrangement, participants are requested to share travel itinerary by **14 March 2025** to TCAA Workshop focal point by email or WhatsApp.

8.2. To the Workshop Venue

There will be a pick up bus from your hotels to the workshop venue.

9. Hotel Information

- 9.1. Participants are requested to make their own hotel reservations online or on phone directly with the hotel / guest house of their choice from the list. Participants can indicate that they are attending an ICAO workshop to take advantage of the special accommodation rates. A list of recommended hotels/lodges near Four Points Hotel is attached at the end of this bulletin.

10. Entry Visa

- 10.1. Participants are advised to ascertain with the respective Republic of Tanzania Embassies or Consulates in their country of residence as to whether they are exempt from the Tanzania entry visa requirements.
- 10.2. It is important to apply for Visas well in advance.
- 10.3. All travellers whether foreign nationals, Tanzanian citizens, or Residents, **MUST** enter Tanzania through designated (formal) Entry Points. Upon arrival, they will be required to go through the immigration procedures.
- 10.4. All Participants are urged to visit <https://www.immigration.go.tz/index.php/immigration-services/visa-information> for information about Visa requirements for Tanzania.

- 10.5. Participants are urged to consult the links below for important information on Visa requirements.
- [Countries Which are not Required to Apply for Visa - Tanzania Immigration Department](#)
 - [Countries which their Nationals require Referral Visa. - Tanzania Immigration Department](#)

10.6. Visa fees for all African citizens entering Tanzania is USD 50.

11. Health

- 11.1. It is strongly recommended that Participants make arrangements for travel insurance (including health) that is applicable in Tanzania for the duration of their stay. Furthermore, they should carry evidence of current health/hospitalization insurance, such as medical cards, that may be produced to health institutions should the need arise.
- 11.2. Presentation of a valid Yellow Fever Certificate at the point of entry is required for persons who originate from or have travelled to States where Yellow Fever is described by the World Health Organization (WHO), as endemic, see [https://www.who.int/publications/m/item/countries-with-risk-of-yellow-fever-transmission-and-countries-requiring-yellow-fever-vaccination-\(november-2022\)](https://www.who.int/publications/m/item/countries-with-risk-of-yellow-fever-transmission-and-countries-requiring-yellow-fever-vaccination-(november-2022)) .
- 11.3. Persons from the above criteria who fail to produce a valid Yellow Fever Vaccination Certificate to the Port Health Officials may be required to take the vaccination at the point of entry against payment of US\$15 (subject to change by the appropriate government policies)

12. Weather and Time

- 12.1. The weather in Dar es Salaam is generally sunny and warm. It is influenced by monsoons of the Indian Ocean since Dar es Salaam is closer to the Equator, it has tropical monsoon climate. In March, Dar es Salaam is expected to have a temperature of 32° C
- 12.2. Dar es Salaam local time is GMT+3.

13. Local Currency and Foreign Exchange Rates

- 13.1. The basic unit of currency is the Tanzanian Shilling (Tshs.), which is divided into 100 cents. There are silver and bronze coins of 50, 100, 200 and 500 shillings. Notes are issued in denominations of 1,000, 2,000, 5,000 and 10,000 shillings.
- 13.2. The Tanzania shillings exchange rates are determined by the Bank of Tanzania which varies daily. Participants may wish to obtain current information from the website; <https://www.bot.go.tz/exchangerate/excrates>
- 13.3. Commercial banks and forex bureaux available to provide exchange facilities. Most banks are open between 7.00 am to midnight from Monday to Friday and closed on Saturday and Sunday. Some forex bureaux may be open outside these hours. Hotels also offer exchange facilities but at an extra fee and/or less favourable rates. On arrival at Julius Nyerere International Airport, forex services are available within customs hall, from 7.00 am to midnight.

14. Telephones

- 14.1. Worldwide direct connections are available, using the international code or telephone operator as necessary. From outside Tanzania, +255 followed by the area code (for landline numbers) and the required number. There are Four (4) cellular phone (mobile) operators in Tanzania: Airtel, Vodacom, Yas and Halotel.



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RECOMMENDED HOTELS - LESS 5 Km FROM THE VENUE

Hotel/Guest house	Single Room USD	Website	E-mails	Contacts	Place
Ramada Resort by Wyndham	130 (Event special rates)	https://www.wyndhamhotels.com/ramada/dar-es-salaam-tanzania/ramada-resort-dar-es-salaam/	info@ramadaresortdar.com	+255 22 216 2333	EVENT VENUE
Four Points By Sheraton	145 - 250	www.newafricahotel.com	sales1@fourpointsdaressalaam.com	+255 677 023 236	17.1 Km from venue
Johari Rotana	222	www.rotana.com	Johari_hotel@rotana.com Reservations.johari@rotana.com	+255 659 070 800	400 m from the venue
Peacock Hotel	70 – 100	https://peacock-hotel.com	reservations@peacock-hotel.co.tz	+255 713 559 627	2 km from the venue
Harbour View Hotel	85 – 100	http://www.harbourview-suites.com/	reservations@harbourview-suites.com	+255 715 991 033	1 km from the venue
Hyatt Regence Hotel	230 – 340	https://www.hyatt.com/hyatt-regency/en-US/darhr-hyatt-regency-dar-es-salaam-the-kilimanjaro	Daressalaam.kilimanjaro@hyatt.com	+255 764 701 234	300 m from the venue
Golden Tulip Hotel	98 – 136	www.goldentulipdarcitycenter.com	info@goldentulipdarcitycenter.com	+255 624 100 000	200 m from the venue
Serena Hotel	211 - 550	https://www.serenahotels.com/dar-es-salaam	daressalaam@serena.co.tz reservations@serena.co.tz	+255 784 208 076 +255 22 221 2500	500 m from the venue
Durban Hotel	40 - 50		sundaymfuko@gmail.com	+255 717 100 655	1.4 km from the venue
Onomo Hotel	119 – 164	https://www.onomohotels.com/en/contact	reception.daressalaam@onomohotel.com	+255 677 343 434 +255 22 234 3535	400 m from the venue
Holiday Inn	119 – 170	https://www.holidayinn.co.tz	reservations@holidayinn.co.tz	+255 22 213 9250	500 m from the venue
Tiffany Diamond Hotel	120	https://www.tiffanydiamondhotels.com/indira	reservations@tiffanydiamondhotels.com	+255 677 084 557	1 km from the venue
Rainbow Hotel	45 – 55	https://rainbow-hoteltz.com	info@rainbow-hoteltz.com	+255 22 212 0024	800m from the Venue
Protea Hotel Dar es Salaam Courtyard	121 - 155	https://proteadaressalaamcourtyard.com-tanzania.com	info@phcourtyard.com	+255 784 555 133	3 km from the Venue