



ICAO

**Project for the Cooperative Development of Aeronautical Meteorological Services for the AFI  
Region (CODEVMET – AFI)**

**Workshop on the Update of AMBEX System and Procedures**

*Freetown, Sierra Leone, from 1 to 5 September 2025*

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**Information Bulletin**

**1. Venue of the meeting**

1.1. The Workshop on the Update of AMBEX System and Procedures in Freetown, Sierra Leone, from 1 to 5 November 2025 at the Sierra Leone Civil Aviation Authority Premises.

**2. Meeting focal points**

2.1. The meeting focal points are;

**For ICAO Regional Offices**

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### **3. Working languages**

3.1. The meeting will be conducted in English and French languages.

### **4. Opening session**

4.1. The opening session will take place on Monday 1 September 2025 at 09:00 hours local time.

### **5. Working Hours**

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

### **6. Registration and Secretariat**

6.1. The registration link for participants will be provided.

6.2. The Secretariat of the meeting will be provided by ICAO.

### **7. Documentation**

7.1. All related documentation will be provided in an electronic format and uploaded in the workshop webpage.

### **8. Weather and clothing**

8.1 The average temperature in Freetown in November is around 29°C with a minimum of 24°C. Typically, there is a 90% chance of rain on an average day in September, with a total rainfall of approximately 444 mm.

### **9. Procedures for obtaining entry visa for Sierra Leone**

9.1. For the entry visa to Sierra Leone, please visit Sierra Leone Immigration Department webpage <https://slid.gov.sl>

9.2. Information on the visa can be also obtained at Sierra Leone Embassies, diplomatic missions and foreign offices.

### **10. Banks and Currency**

10.1. The currency in Sierra Leone is the **Leone** (Le).

10.2. The exchange rate is approximately 1 USD = 22,774.9202 SLL, rate on 24 August 2025.

### **11. Hotels**

11.1. A list of recommended hotels is attached hereto, and participants are required to make their own reservation online or on phone directly with the hotel of their choice from the list. t.

- 11.2. Participants are informed that no transport service will be made available from the hotels to the venue.

## **12. Transfer from the airport to Freetown City and from the City to the airport**

- 12.1. The transfer from the airport to Freetown City and from the City to the airport is made by sea through the following means:

- Sea Coach Express: \$45 USD for ticket. They can access via their website as well via: <https://www.seacoachexpress.com/>
- Sea Bird Express: \$45 USD for ticket. They too can be access via their website as well: <https://www.seabirdsl.com/>
- Aberdeen Water Taxi: \$40 USD for ticket.

No.	List of Hotels – Freetown - Prices in Leones and USD – Breakfast included						
	Hotel /Guest House	Single Room		Internet /Web site	Emails	Contacts	Location
		(SLL)	USD				
1.	Bintumani Hotel	SLL 3,438,811	174.75	✓	<a href="mailto:info.freetown@radissonblu.com">info.freetown@radissonblu.com</a>	+232 79454000	11 Man O War Bay, Aberdeen
2.	The Lead Hotel	SLL 3,501,140	177.92	✓	<a href="mailto:info@livingthelead.com">info@livingthelead.com</a>	+23233933333	72a Cape Road;
3.	Home Suites Boutique Hotel	SLL 3,374,334	171.47	✓	<a href="mailto:info@homesuiteshotelsl.com">info@homesuiteshotelsl.com</a>	+23230222227/ +23230222228	78A Cape Road
4.	Radisson Blu Mammy Yoko Hotel	SLL 3,270,954	166.22	✓	<a href="mailto:Info.freetown@radissonblu.com">Info.freetown@radissonblu.com</a>	+23279454000	17 Lumley Beach Road, Aberdeen
5.	Hotel Mallika Company	SLL 1,547,465	78.64	✓	<a href="mailto:amidulaik@hotelmallikaftslwestafrica.com">amidulaik@hotelmallikaftslwestafrica.com</a>	+23275862846	10 Savage Street Freetown
6.	Sierra Palms Resort	SLL 2,485,882	126.32	✓	<a href="mailto:Gm@SierraPalms.SL">Gm@SierraPalms.SL</a>	+23280222222/ +23280224222	75 Lumley Beach Road Aberdeen
7.	Hotel Barmoi	SLL 1,270,588	64.57	✓	<a href="mailto:enquiries@hotelbarmoi.com">enquiries@hotelbarmoi.com</a>	+23230960016	75C Cape Road, Aberdeen
8.	The Country Lodge Hotel	SLL 2,495,490	126.81	✓	<a href="mailto:Leonereservations@countrylodgesl.com">Leonereservations@countrylodgesl.com</a>	+23277692000	51 Hill Station
9.	Family Kingdom Resort	SLL 1,938,502	98.51	✓	<a href="mailto:fkingdomresort@yahoo.com">fkingdomresort@yahoo.com</a>	+232 76777949	9 Lumley Beach Road
10.	Atlantic Lumley Hotel	SLL 3,506,168	178.17	✓	<a href="mailto:info@atlantichotel-sl.com">info@atlantichotel-sl.com</a>	+23280313131/ +23280212121	84 Lumley Beach Road
11.	Roy Hotel	SLL1,800,000	91.47	✓	<a href="mailto:Royhotel2012@gmail.com">Royhotel2012@gmail.com</a>	+23279655677	54 Lumley Beach Road
12.	Mamba Point Hotel	SLL 3,307,707	168.09	✓		+23288333333/ +23299100100	80 Cape Road, Freetown
13.	Paradise Suites	SLL 2,343,396	119.08	✓		+23233333224	54 Lumley Beach Road\