INTERNATIONAL CIVIL AVIATION ORGANIZATION
EASTERN AND SOUTHERN AFRICAN (ESAF) OFFICE

THE THIRTEENTH MEETING OF THE NAFISAT SUPERVISORY BOARD (NAFISAT-SVB/13) (DAR-ES-SALAAM, TANZANIA, 7 – 8 NOVEMBER 2018)

INFORMATION BULLETIN

1 Venue

The meeting will take place from 7 to 8 November 2018 at the Southern Sun Dar-es-Salaam Hotel, Tanzania.

2 Contacts for the Meeting:

No:	Name:	Contact:
1.	Ms. Flora Alphonce Tanzania Civil Aviation Authority (TCAA)	Tel:+255766442405 Email: falphonce@tcaa.go.tz
2.	**Alternative Contact** Ms. Zawadi Maalim Tanzania Civil Aviation Authority (TCAA)	Tel:+255755447414 Email: zmaalim@tcaa.go.tz
3.	Ms. Susann Brits South Africa - ATNS	Tel:+27 82 569 9849 Email: SusannB@atns.co.za
4.	Mr. Harvey Lekamisy ICAO - ESAF	Tel.:+254 20 762 2370 (Office) Tel.:+254732796944 (Mobile) Email: HLekamisy@icao.int

3 Registration

Participants are requested to confirm participation. The information is required to book air tickets and reserve accommodation.

4 Number of Participants

The NAFISAT network pays for the attendance of 2 delegates.

5 Opening Session

The official opening of the meeting will take place on **Wednesday 7 November 2018 at 09:00am.**

6 Working Language

The Meeting will be conducted in the English Language only.

7. Tools and Equipment

Meeting material will **ONLY** be provided in electronic format. Accordingly, participants are required to bring their own portable computers/laptops configured with Microsoft Windows.

8. Transport

8.1 From the Airport

Shuttle services will be provided from and to the airport to the hotel by the hosting hotel and this will be coordinated in line with the delegates' arrivals / departures as per tickets issued.

8.2 To the meeting venue

The meeting will be held in the hosting hotel; therefore, no transport will the provided to from the hosting hotel.

9. Entry Visa

9.1 It is important to apply for visas well in advance where there is a Consul or Embassy of Tanzania in respective countries to avoid delays and inconveniences.

9.2 Visas can also be obtained on arrival after getting the invitation letter from TCAA.

10. Hotel Information

Please note all participants will be booked to stay at the Southern Sun Hotel in Dar-es-Salaam.

11. Health

11.1 It is strongly recommended that participants should have travel insurance (including health) for the duration of their stay in Tanzania. Participants should particularly ensure that their insurance is applicable in Tanzania. Furthermore, they should carry evidence of current health/hospitalization insurance such as cards that may be produced to health institutions should the need arise. Participants are also encouraged to provide information during registration, on their next of kin who may be contacted on behalf of the participant 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, including the following States:
Angola, Benin, Burkina Faso, Burundi, Comoros, Central African Republic, Chad, Congo, DRC, Ivory Coast, Ethiopia, Gabon, Gambia, Ghana, Guinea Bissau, Guinea Equatorial, Liberia, Mali, Mauritania, Mozambique, Niger, Nigeria, Somalia, Congo, Rwanda, São Tomé and Principe, Senegal, Sierra Leone, Tanzania, Togo and Uganda.

11.3 Persons 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 Tanzania Shs.30,000/= to East Africa Citizen and US$50 to non-East Africa citizen (subject to change by the appropriate authority). The officials may take other action in accordance with applicable regulations and procedures. For more information participants may wish to visit the World Health Organization (WHO) websitehttp://www.who.int/ith/for information on Tanzania.

12. Weather

12.1 In November the mean minimum/maximum temperatures in Tanzania are 21^0C/31^0C.

12.2 Tanzania local time is +3 GMT.

13. Local Currency and Foreign Exchange Rates

13.1 The basic unit of currency is the Tanzanian Shillings (TZS).

13.2 The TZS exchange rates are determined by the interbank trade which varies daily. Participants may wish to obtain current information from the internet.

13.3 Most banks are open between 08:30 and 03:30 from Monday to Friday and between 08:30 am to 12:30 on Saturdays

14. Telephones

14.1 Worldwide direct connections are available, using the international code or telephone operator as necessary. From outside Tanzania, dial +255 followed by the area code (for landline numbers) and the required number. There are six (6) mobile operators in Tanzania[1].

15. Security

15.1 It is advisable to check with the hotel reception regarding security within the surrounding areas and use taxis or transport arranged by the hotel reception to visit shopping complexes, sightseeing or to travel for any other purpose.

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[1] Vodacom Tanzania, Tigo Tanzania, Airtel Tanzania, Tanzania Telecommunications Company Limited (TTCL), Halotel and Zantel