



**ICAO PBN Operations Approval Course
(African Flight Procedure Programme / AFPP)**

Lomé, Togo, 23 – 27 November 2015

Information Bulletin

1. Venue and dates of the Workshop

The Performance Based navigation (PBN) Operational Approval Course will be held from 23 to 27 November 2015 at the Hotel SANCTA MARIA in Lomé, Togo.

The hotel is located on the Boulevard du Mono between the Chinese restaurant GOLD CROWN and the supermarket CHAMPION.

- Hotel SANCTA MARIA focal point is:
 - Mrs Séréna TETE BENISSAN

Tel: (+228) 22 22 92 92 / 22 22 93 93
Cell: (+228) 91 20 34 75
Fax: (+228) 22 22 93 94
Email : reservations@hotelsanctamaria.com

- ANAC-Togo focal points are:
 - M. Magnourewa PELENGUEI

Tel: (+228) 90 88 50 61 / 92 15 41 48
Email : m.pelenguei@anac-togo.tg or pelengueismael@yahoo.fr

- Mrs Magnim MEDEZI

Tel: (+228) 90 37 60 12
Email : m.medezi@anac-togo.tg

- M. Nagwabe TOITRE

Tel: (+228) 90 18 97 67
Email : hervetoi@hotmail.com

- WACAF Office focal point is:

Tel.: (+221) 33 869 24 24
Fax: (+221) 33 869 32 59
Email: icaowacaf@icao.int
Site Internet: www.icao.int/WACAF/Pages/meetings.aspx

- AFPP focal point is:
 - M. Frédéric LEGRAND

Tel: (+221) 33 820 93 89
Cell: (+221) 77 639 78 53
Email : flegrand@icao.int
Site Internet: www.icao.int/WACAF/African-FPP/Pages/default.aspx

2. Languages

The Training workshop will be conducted in English and French.

3. Opening Session

The opening session of the course will take place on Monday 23 November 2015 at 09:00 hours.

4. Registration

The registration of participants will take place at the site of the meeting on Monday 23 November 2015 from 08:00 to 09:00 hours.

5. Documentation

The Training Workshop will be paperless and all related documentation will be on line at www.icao.int/WACAF/Pages/meetings.aspx and www.icao.int/WACAF/African-FPP/Pages/default.aspx and participants are advised to bring laptops for access.

6. Weather and Clothing

The average temperature in Lomé is between 25 and 32°C.
Weather is subject to light rains and thunderstorms.

7. Procedures for obtaining an entry visa for Togo

CEDEAO Nationals with a valid passport or Identity Card may enter Togo without visa.

Other travellers may have a valid passport and apply for visa to be granted for entry in Togo. It is possible to obtain a visa at the Lomé airport.

Visa fees vary from 10,000 to 25,000 FCFA according to the traveller's country of origin as followed:

- Chad, Central African Republic, Equatorial Guinea and Europe: 10,000 FCFA;
- South Africa: 15,000 FCFA; and
- Mauritania, Gabon and Cameroon: 25,000 FCFA.

The visa is valid for an initial 7-day period which could be extended to 1 month.

In case of any problem for visa delivery, please contact Mr Batanta Badadé, e-mail: batanta27@gmail.com, tel: (+228) 90 23 08 87.

8. Health

Participants are advised to have valid vaccination certificate against yellow fever to be granted for entry into Togo. Participants could receive an inoculation against yellow fever at the airport at the price of 10,500 FCFA.

Participants should also ensure that they have arranged for a valid health insurance for the coverage of any medical care during their stay in Togo.

9. Banks and Currency

FCFA is the currency used in Togo. All banks have a currency exchange office.

Banks are located in the arrival terminal at the airport and close to meeting venue. They are opened from 7:30am to 12:30pm and 1:30pm to 5:00pm, on Monday to Friday.

FCFA bank notes have different values: 10,000; 5,000; 2,000; 1,000 and 500. Coins values are: 500, 250, 200, 100, 50, 2, 10 and 5.

10. Hotels

A list of recommended hotels and rates is attached hereto. Rate must be confirmed when booking a room.

Participants are required to make their own reservation directly to the hotel of their choice. In case of problem, please contact the focal points.