



1 AFRICAN AIRLINES
ASSOCIATION



2 INTERNATIONAL CIVIL AVIATION
ORGANIZATION

AFRAA/ICAO AFRICA AVIATION STATISTICS CONFERENCE
7 – 9 October, 2008
Addis Ababa, Ethiopia

INFORMATION FOR PARTICIPANTS

Thank you for your agreement to be a participant in the upcoming AFRAA/ICAO Africa Aviation Statistics Conference scheduled to take place in Addis Ababa, Ethiopia on 7-9 October 2008. The venue of the meeting will be the African Union Conference Centre located at the headquarters of the African Union.

It is important to take note of the following information which will further assist you in the planning and logistics of your travel to Addis Ababa, Ethiopia.

IMMIGRATION REQUIREMENTS

Visas are required for all visitors/delegates traveling to Ethiopia, except for nationals of Djibouti and Kenya. Visitors from countries that have Ethiopian diplomatic missions are required by the Ethiopian immigration authorities to secure their visas from those missions before departure. These include holders of diplomatic and service passports as well as United Nations Laissez-Passer.

If your country does not have an Ethiopian diplomatic mission, Ethiopian Airlines in Addis Ababa will assist you in obtaining a visa upon arrival, provided the airline receives the following particulars **one month** in advance, i.e. by September 7, 2008:

- 1) Full name
- 2) Nationality
- 3) Passport details – (number, date of issue and expiry)
- 4) Flight details (arrival and departure)

Kindly send the above particulars to Ato Hailu W/Aregay by email: hailuwa@ethiopianairlines.com by **7 September 2008**.

Please note that an Ethiopian visa costs between (US\$20-60) per person depending on your nationality and payment must be made in **(US Dollars)**¹ at the time of issue. Holders of diplomatic and service passports as well as United Nations Laissez-Passer will receive visas gratis.

1 US \$ = 9.75920 Ethiopian Birr (June 2008)

Bank receipts for money changed at the airport must be kept securely as they may be asked for on departure.

HEALTH REQUIREMENTS

Visitors to Ethiopia should be in possession of a valid health certificate for yellow fever. Vaccination against cholera is also required for any person who has visited or transited a cholera-infected area within six days prior to arrival in the country.

Please be aware of the geographical location of Addis Ababa at an altitude of about 2450m. Acclimatization to this elevation is normally no problem, but sometimes it might take a few days. Symptoms include headache, increased breathing (hyperventilation), fatigue, nausea, dizziness and sleep disturbances. For prevention you should drink extra water (increased breathing leads to water loss), avoid additional salt and heavy meals. Alcohol could worsen sleep disturbances.

AIRLINE RESERVATIONS

Ethiopian Airlines operates the largest network in Africa and has daily flights to and from Addis Ababa from several cities on the continent. The airline is hosting the conference and has been designated as the official carrier of delegates to/from the conference. It is required that participants secure their return/onward air passage prior to their arrival in Addis Ababa.

Ethiopian Airlines also has offices in the African Union headquarters to assist with re-confirmation of tickets and to provide participants with travel related information. Please have your ticket available when visiting the airline office to re-confirm flights. You may also call the central Ethiopian Airlines Reservation office by Tel No: +251 116 656666.

HOTEL ACCOMMODATION

At your request accommodation will be reserved at Jupiter Hotel (a newly opened four-star hotel) located at the city centre and approximately 3 kms from the AU conference centre. Rooms have been blocked at this hotel and reservations can be confirmed provided your arrival and departure flight details are received by **30 September 2008**. The rate at Jupiter Hotel is as follows:

Single Occupancy: USD 100.00 (single-bed rooms)

Double Occupancy: USD 125.00 (twin-bed rooms - only 10 rooms are available)

The rates are subject to 15% VAT and 10% service charge. Full complimentary breakfast is included.

As an additional option, accommodation can be reserved at the five selected hotels on first come first served basis.

¹ 1 US \$ = 9.75920 Ethiopian Birr (June 2008)

Participants wishing to stay at the Sheraton Addis or the Addis Ababa Hilton should make reservations directly with the hotels and details of credit cards will be needed to get confirmation.

In addition to accommodation costs, all participants will be responsible for all other additional costs: i.e. breakfast (where not included) telephone, Internet/fax, room service, mini-bar and laundry, additional meals (i.e. lunch and dinner) - and must pay these directly to the hotel at checkout.

List of selected hotels with rate shown in USD

HOTEL	ROOM TYPE	ET RATE	CONDITIONS
Ambassador Hotel	Single room	40.00	Includes breakfast Excludes 15% VAT & 10% svc charge
Atlas Int'l Hotel	Single room	36.00	Includes breakfast Excludes 15% VAT & 10% svc charge
Dagim Millennium Hotel	Single room	41.00	Includes breakfast and 15% VAT & 10% svc charge
	Twin-bed room	72.00	
Hotel De Leopold	Standard single	50.00	Includes breakfast and 15% VAT & 10% svc charge
	Delux	70.00	
	Suite	85.00	
Queen of Sheba	Single room	79.00	Includes breakfast and 15% VAT & 10% svc charge
	Double room	89.00	

Please send all hotel reservation requests to Ato Solomon Dawit by email: solomondw@ethiopianairlines.com by **30 September 2008**.

MEET AND ASSIST SERVICE ON ARRIVAL

Participants will be met on arrival by an Ethiopian Airlines representative and will be assisted with the formalities regarding immigration and customs etc. Date and time of arrival in Addis Ababa with flight details should be clearly sent to the above email address. Subsequent changes should also be communicated.

TEMPORARY IMPORT OF LAPTOPS AND OTHER CONFERENCE EQUIPMENT

To comply with the import customs regulations of the Government of Ethiopia conference participants should declare laptops and conference equipment they may carry with them when entering the country. The items will be registered for temporary import by the customs office and they should be taken out of the country after the conference.

TRANSPORT

You will arrive at Bole International Airport, which is located just 5 kilometres from the centre of Addis Ababa. Jupiter Hotel and all the other optional hotels will provide transfer to/from the airport.

As the majority of the delegates will stay at the Jupiter Hotel, there will be buses that will ferry the delegates back and forth from this hotel to the conference venue in the mornings and at the end of the

daily sessions. The buses will be provided courtesy of Jupiter Hotel and the hotel will not provide the transportation service during lunch breaks.

If you would like to arrange transportation in Addis Ababa outside of conference and to take you to the airport at the end of the Conference, you can book a taxi from the National Tourism Organization (NTO) by calling + 251- 115 - 51 18 22 or + 251-115 - 51 84 00.

MOBILE PHONES

Participants are encouraged to come to Addis Ababa with their dual band mobile handsets (900/1800 MHZ). Ethiopian Telecommunication Company offers SIM Cards with pre-charged airtime. The total package which costs US\$ 41 includes US\$ 2 airtime.

For participants coming from the United States of America kindly note that they can only use triband mobile handsets i.e. (900/1800/1900 MHZ) may be used.

GENERAL INFORMATION ABOUT ETHIOPIA

Ethiopia is as large as France and Spain combined and has an area of 1,112,000 square metres. Addis Ababa is situated at an altitude of 2,400 metres. Agriculture is the backbone of the national economy, and the principal exports from this sector include coffee, oil seeds, pulses, flowers, vegetables, sugar and animal feed. About 90% of the population earns its living from the land. There is also a thriving livestock sector, and exports include cattle, hides and skins.

The population of Ethiopia is estimated at 77 million, and over 50% of the population is under 20 years of age. The average number of inhabitants per square kilometre is 69. Ethiopia is a multi-ethnic state with a great variety of spoken languages. There are eighty-three languages with 200 dialects, and the three main languages are Amharic, Tigrigna and Oromigna. English, French, Italian and Arabic are also spoken, mainly in Addis Ababa. Additional information on Ethiopia can be found <http://www.telecom.net.et>, <http://www.ethio.com> and <http://tour.ethiopianonline.net>.

CLIMATE

Ethiopia has two main seasons. The dry season lasts from October through May, and the rainy season starts in late June and ends in September. Temperatures depend on season and altitude.

In October the weather in Addis Ababa is warm during the daytime and very chilly in the night, so kindly carry a warm jacket/sweater for the evenings.

ELECTRIC SUPPLY

Electric supply in Ethiopia is 220-240 volts, 50 cycles AC accessible via 13-amp, two-pin (Italian) socket.

CURRENCY: Birr

Ethiopian currency is denominated in "Birr" and "centimes". The exchange rate as of June 2008 is US\$1.00 = Birr 9.75920.