



2nd Steering Committee Meeting of the ITU Centres of Excellence (CoE) for the Africa Region

Dakar, Sénégal
19-20 November 2019

PRACTICAL INFORMATION FOR PARTICIPANTS

1. VENUE OF THE MEETING

The 2nd Steering Committee Meeting of the ITU Centres of Excellence for the Africa Region will take place at the:

ENA - ÉCOLE NATIONALE D'ADMINISTRATION
Boulevard Dial DIOP x Lt CI Pierre FAYE
Dakar, Sengal

2. REGISTRATION OF PARTICIPANTS

Information regarding the registration of participants is available on the event website at <https://academy.itu.int/index.php/centres-excellence/coe-cycles/coe-cycle-2019-2022/steering-committees/2nd-steering-committee-meetings>

3. DOCUMENTS

The agenda and other documents for the meeting can be downloaded from the meeting website mentioned above.

4. HOTEL ACCOMMODATION

Participants must bear the cost of accommodation at the hotel. However, the Organizing Committee has negotiated special rates, indicated in the attached list. It is highly recommended to make reservations with the recommended hotels. The Organizing Committee does not ensure the transportation of participants to or from hotels that are not mentioned in the list. Hotel reservation forms must be sent directly to the hotel chosen with a copy to

Mme Fatoumata GASSAMA
Tel : +221 33 869 03 00
Cel : +221 70 637 03 16
Fax : +221 33 824 68 90
Email: fatou.gassama@esmt.sn

Mr Boudal NIANG
Tel : +221 33 869 03 00
Cel : +221 70 637 03 19
Fax : +221 33 824 68 90
Email: boudal.niang@esmt.sn

5. HEALTH

The yellow fever vaccine is imperative. An international vaccination booklet with yellow fever vaccine is recommended (presented at the airport upon arrival).
Vaccines against hepatitis A and B are strongly recommended as well as anti-malarial treatment.

6. TRAVEL AND TRANSFERS FROM/TO THE AIRPORT

Participants are responsible for organizing their international trip. All travel information, including flight number, arrival times and dates should be forwarded to the contact person whose contact details are listed on the registration form. Transportation will be provided for delegates:

Upon arrival and departure from Leopold Sedar Senghor International Airport

Recommended hotels instead of the conference

During the various social events organized for the delegates

7. CLIMATE

The climate in Senegal is characterized by two seasons: a dry season from November to June and a rainy season from July to October. In November, temperatures range between 28 and 30 degrees Celsius.

8. TIME ZONE

Senegal is at GMT time.

9. CURRENCY, BANKS AND CREDIT CARDS

The currency in Senegal is the Franc CFA.

The indicative exchange rate is:

1 Euro = 655.957 XOF

1 USD = 587.920 XOF

Major credit cards are accepted everywhere for transactions. Banks are open from 8 am to 4 pm from Monday to Friday. The exchange offices are located at the airport, in hotels and in different parts of the city and open from 08:00 to 18:00 from Monday to Friday.

10. TELECOMMUNICATIONS

The dialing code of the Republic of Senegal is 221. There are three mobile operators: Orange (77 and 78), Free (76) and Espresso (70). The identification of chips is mandatory in agencies or by telephone.

11. ELECTRICITY

The main voltage is 220 volts / 50 Hz. Please inquire at the hotel reception to obtain a lower voltage. The sockets are standard Europe with two round plugs.

To be allowed to enter the Senegalese territory, all foreigners must present:

1. a valid passport for at least 6 months;
2. a free entry visa, unless dispensed;
3. a repatriation guarantee, a return or circular ticket or a ticket for a destination outside Senegal;
4. International vaccination certificates required by sanitary regulations.

Entry visas to Senegal are issued by the Minister of the Interior and, on the latter's behalf, by Senegalese diplomatic or consular agents or those having the power to represent Senegal in this field. These visas are granted with or without prior consultation of the Minister of the Interior, under the conditions fixed by him.

Visa waivers

Nationals of the following neighbouring countries:

Gambia
Guinea Bissau
Republic of Guinea
Mali
Mauritania.

Nationals of the following countries, members of ECOWAS

Benin
Burkina-Faso
Cape Verde
Ghana
Ivory Coast
Liberia
Niger
Nigeria
Sierra Leone
Togo

LIST OF RECOMMENDED HOTELS

HOTEL NOVOTEL **** (downtown)
Avenue Abdoulaye Fadiga Dakar Sénégal
Tel : +221 33 849 61 61
3(3)5(3)-3()9

CONTACT PERSON FOR INFORMATION NEEDED IN THE HOST COUNTRY:

Pour le transport

Mr. Ibrahima NIANG

Tel : +221 70 637 03 30

Fax: +221 33 824 68 90

Email: ibrahima.niang@esmt.sn

For hotel rooms reservation

Nb : please send your booking requests directly to the hotel chosen with copy to:

Mme Fatoumata GASSAMA

Tel : +221 33 869 03 00

Cel : +221 70 637 03 16

Fax : +221 33 824 68 90

Email: fatou.gassama@esmt.sn

Mr Boudal NIANG

Tel : +221 33 869 03 00

Cel : +221 70 637 03 19

Fax : +221 33 824 68 90

Email: boudal.niang@esmt.sn

For visas requests

Mr Boudal NIANG

Tel : +221 33 869 03 19

Cel : +221 70 637 03 19

Fax : +221 33 824 68 90

Email: boudal.niang@esmt.sn

For registration:

ITU Area Office for West Africa:

Copy to: ITU Centre of Excellence - ESMT