



UNITED NATIONS

ECONOMIC COMMISSION FOR AFRICA

In-person phase of the Training Programme on the System of Environmental-Economic Accounting Central Framework for Africa

Addis Ababa, Ethiopia, 2-5 February

Information note for participants

Thank you for confirming your participation at the upcoming SEEA training scheduled to take place in Addis Ababa, Ethiopia from 2 to 5 February 2014. The meeting will be held *in the Large Briefing Room at the United Nations Conference Centre (UNCC)* at the United Nations Economic Commission for Africa (ECA) Headquarters.

This information note will assist you in the planning and logistics of your travel to Addis Ababa, Ethiopia.

1. Visa on arrival

Following an agreement reached between the Ethiopian Government and the United Nations Economic Commission for Africa, all participants attending meetings, seminars and workshops organized or co-organized in Addis Ababa by ECA, can obtain business visa on arrival at Bole International Airport. The Ethiopian Immigration Authority requires that *participants carry with them and present to Immigration an official letter of invitation to the event.*

2. Accommodation

ECA made hotel bookings for all participants at Aphrodite Hotel (<http://www.aphroditeaddis.com/>). Participants shall pay their accommodation from their daily subsistence allowances (DSA) which will be paid during the meeting. The hotel is at walking distance from the compound of the United Nations. Please make sure to arrive well before the meeting as it may take some time to go through the security.

Hotel	Type of Rooms	UN Rate
Aphrodite Hotel Tel: (251-11) 5 57 22 20/00/32/28 Fax: (251-11) 5- 572204	Single Standard room including breakfast	US\$ 90.00

3. Airport pickup

ECA and Aphrodite Hotel will arrange an airport pickup for all the participants. Date and time of arrival in Addis Ababa with flight details should be sent to us as soon as possible. Subsequent changes should also be similarly communicated.

4. Registration and ID badges

Participants will be required to register and obtain identification badges prior to the opening of the meeting. *The venue of registration will be at the Delegates Registration Building (DRB) at the pedestrian entrance of the UNCC (Gate 2).* Registration will start from 9.15 AM on the opening day of the meeting.

For security reasons, identification badges should be worn by all participants at all times during the Meeting as well as during official social functions.

5. Transport

Should you require transportation within Addis Ababa outside the training time, you may book a taxi through the National Tourism Organization (NTO) by calling +251-115-151722 or + 251-115-518400, or use the taxis parked outside your hotel.

6. 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. As Addis Ababa is situated at an altitude of 2,400 meters above sea level, it is advisable to take precautionary measures to avoid some health problems that might occur because of high altitude.

Please note that all participants are responsible for their medical insurance and are kindly requested to carry the relevant documents with them. Participants that have health issues and are on medication are requested to carry their medication as it may not be possible to find them in Addis Ababa.

The United Nations Health Care Centre (UNHCC), situated on the ground floor of the Conference Centre, provides emergency medical services on cash basis to participants attending meetings. In case of a medical emergency, please contact the United Nations Health Care Centre at the ground floor of the UNCC (Tel: +251-115-515828 or 517200, extension 88888 or 448888).

7. ICT Services

UNCC is equipped with WiFi. Technical support is available through the ECA Help Desk (phone +251-115-443123, email: sdesk@uneca.org). Technical support for presentations must be arranged in advance with the UNCC support team.

All related documents are going to be available on-line on the following website: http://unstats.un.org/unsd/envaccounting/workshops/ECA_2015/lod.asp. Please bring your laptop with you as some of the work during the training will require the use of a

computer.

8. General information about Ethiopia

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. The average temperature in February is 24°C during the day and 9°C during the night.

Mobile phones

Ethiopian Telecommunication Corporation offers SIM cards with prepaid airtime.

Electricity

Electric supply in Ethiopia is 220-240 volts, 50 cycles AC accessible via 13-amp, schuko plug.

Currency

Ethiopian currency is denominated in “Birr” and “centimes”. The exchange rate fluctuates. The UN official exchange rate was USD 1.00 = ETB 20.1 as of January 2015.

There is a branch of the Commercial Bank of Ethiopia in the ECA compound – located in the Rotunda. This Bank is open Monday through Friday, from 8:00 a.m. to 4:30 p.m. There are ATM machines for Visa users at the UNCC Business Centre and in various hotels including Sheraton, Hilton, Radisson Blu, Intercontinental.

9. Contact details

For any further information before and during the meeting, please contact:

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