



United Nations  
Economic Commission for Africa

**Fifty-fourth session of the Economic Commission for Africa**

**Conference of African Ministers of Finance, Planning and Economic  
Development**

**Dakar, Senegal, 11–17 May 2022**

**Information note for participants**

*Updated on 20 April 2022*



A.22-00480

## 1. General information about Senegal

Senegal is a country measuring 196,722 km<sup>2</sup> situated in the Sahel, at the westernmost point of Africa. It borders Mauritania to the north, Mali to the east and Guinea and Guinea-Bissau to the south; it surrounds the Gambia on three sides. Three rivers run through Senegal: the Senegal, the Gambia and the Casamance. Senegal is divided into 14 regions and 46 departments. The name of the country comes from the Wolof word “Sunugaal”, which means “our canoe”. The official language of Senegal is French.

Dakar has a tropical climate, but the characteristic heat and humidity are moderated in the city by cool breezes. The rainy season, from June to November, brings heavy downpours and strong south-easterly winds. The dry season, from December to April, is dominated by the harmattan, a hot and dry trade wind.

The electric current in Senegal is 230 volts, 50Hz. Type C, D, E and K plugs are used.<sup>1</sup>

The official currency is the CFA franc (legal tender in eight West African States), which is divided into 100 centimes. The CFA franc (CFAF) is pegged to the euro at a rate of €1 = CFAF 655.957. As at 14 March 2022, \$1 = CFAF 598.696, but the rate may change daily.

Participants are advised to check exchange rates at the time of their arrival in Senegal. Credit cards are accepted only by major establishments that cater to tourists, with American Express being the most widely accepted card. A commission is charged for card payments.

## 2. Conference venue

The Conference of African Ministers of Finance, Planning and Economic Development will be held from 11 to 17 May 2022 at the Centre International de Conférences Abdou Diouf (CICAD).

## 3. Accreditation

To participate in the Conference, all delegations are required to submit their letters of credentials, duly signed by the appropriate authorities of their respective Governments, indicating the names, titles and contact details of an accredited representative, and, as appropriate, alternate representatives and advisers.

Letters of credentials of representatives, alternate representatives and advisers must be submitted to the Executive Secretary of the Economic Commission for Africa **as soon as possible but no later than the day before the opening of the session, that is, by 10 May 2022**.

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<sup>1</sup> For further information, see <https://www.electricalsafetyfirst.org.uk/guidance/advice-for-you/when-travelling/travel-adaptor-for-senegal/>.

Delegations are kindly requested to submit a copy of the duly signed credentials to the secretariat by email at the following addresses: [ECA-SOC@un.org](mailto:ECA-SOC@un.org) and [lakewe@un.org](mailto:lakewe@un.org).

The original credentials must be submitted to the ECA secretariat onsite at the conference venue or alternatively, sent to the Executive Secretary of the Economic Commission for Africa at the address below:

Office of the Executive Secretary  
Economic Commission for Africa  
9th Floor, Niger Building  
Menelik II Avenue  
P.O. Box 3002  
Addis Ababa, Ethiopia

#### **4. Registration and badges**

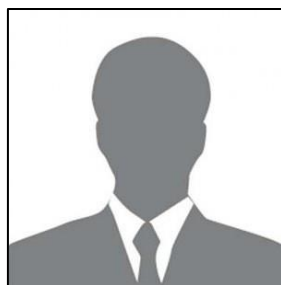
Please note that online registration is mandatory, including for high-level delegates. All registrations are to be done through the dedicated Indico portal at <https://indico.un.org/event/1000882/registrations/7538>.

To register, you must first create an Indico account if you do not already have one.

The photograph you provide must meet the following specifications:

- No older than six months
- 5 × 5 cm
- The head, measured vertically, must be 2.5 to 3.5 cm long
- A white background
- The head facing the camera directly, with both ears visible

#### **Examples of valid photographs**



The deadline for online registration is 16 May 2022 at 5 p.m. (Addis Ababa time, UTC+3).

Report to the registration desk at the conference venue with your passport or other photographic identification to collect your badge. The registration desk will be open every day from 9 to 17 May 2022 from 8 a.m. to 6 p.m. For security reasons, you must wear your badge at all times at the conference venue and during social functions. More

up-to-date information about the accreditation arrangements for the Conference will be posted on the conference website in due course.

## **5. Visa and immigration requirements**

You must ensure that your passport will be valid for at least six months from your date of entry into Senegal.

**For those whom an entry visa is required, if you are travelling from a country where Senegal has diplomatic representation, you must obtain your entry visa before travelling to Senegal.**

If you are travelling from a country where there is no diplomatic or consular representation, you can receive a visa on arrival. However, you must provide the following information through the Indico platform **at least 10 working days before arriving:**

- Full name
- Nationality
- Copy of your passport data page
- Flight details (arrival and departure)
- Hotel booking confirmation

If you will request a visa on arrival (see above), you must carry your official letter of invitation for the Conference and present it to the immigration authorities upon your arrival at the airport.

## **6. General health information**

Visitors to Senegal should hold a valid certificate for vaccination against yellow fever. Other routine vaccinations are not mandatory but may be recommended, including those against measles-mumps-rubella, diphtheria-tetanus-pertussis, varicella (chickenpox), polio, hepatitis A and B, and influenza. Given that rabies is common in the country, vaccination against the disease is highly recommended.

### **Malaria prophylaxis**

Malaria is endemic in some parts of Senegal, but in Dakar it is not very common outside the wet season. Nevertheless, malaria prophylaxis is recommended.

### **Medication**

If you take chronic medication, make sure you have enough to last for your entire stay, as well as some extra doses. Consult your doctor for refills before you travel.

### **Food-borne illness**

Food poisoning is common among travellers. To avoid becoming ill, practice proper hand hygiene, eat at reputable restaurants, stick to fully cooked food maintained at an appropriate temperature, and avoid eating raw fruits and vegetables that cannot be peeled. Avoid seafood if you are known to be allergic to it. Always use bottled water to avoid contaminated water from unknown sources.

## **Health emergencies**

If you have a health emergency, please inform the hotel management, which will contact the host country emergency services to attend to you. You must pay for any treatment, including hospitalization, at the time of treatment. If applicable, you can recover the costs from your travel insurance company. The same applies to any medication that you purchase for chronic health conditions during your stay in Senegal.

## **Hospitals in Dakar**

- Clinique de la Madeleine : 18, avenue des Jambars, 33 821 9478 or 33 889 9470
- Clinique Internationale : 33, boulevard Dial Diop, 33 824 4421
- Clinique des Mamelles : route de Ngor, 33 869 1313
- Hôpital Principal : 1, avenue Nelson Mandela, 33 839 5050
- Centre de Transfusion Sanguine : avenue Cheikh Anta Diop, 33 869 8660

## **7. Coronavirus disease-related requirements**

The following coronavirus disease (COVID-19) prevention measures must be observed:

### **Requirements for entry into Senegal**

- Participants travelling to Senegal must present an original COVID-19 test certificate showing a negative result from a polymerase chain reaction (PCR) test (rapid antigen tests are not valid). The test must have been performed no more than 72 hours before you arrive in Senegal.
- Proof of full vaccination against COVID-19 (two doses of the Pfizer, Moderna, AstraZeneca or Johnson and Johnson vaccines) is accepted in lieu of a negative PCR test. The vaccination record must include a QR code for verification purposes. Having a booster dose of any of the above-mentioned vaccines is recommended.

### **Departure from and return to countries other than Senegal**

- In addition to the entry requirements of Senegal, you may be required by your country of departure to take a PCR test (not a rapid antigen test) both before starting your trip and before returning to that country. Consult your local protocols to determine whether this is the case.
- If you need to take a PCR test before departing Senegal, you may do so at your own expense. For your convenience, arrangements will be made for samples to be collected at the recommended hotels on the basis of the departure itineraries of those who need such a test. The cost of the test will be CFAF 25,000 per person.

### **Requirements for entering the conference venue**

- When entering the conference venue, you must wear a face mask and should bring at least 150 ml of hand sanitizer for personal use in case there is no water for hand-washing and the hand sanitizer provided at the conference venue runs out.

- Wear your face mask at all times, covering both the mouth and the nostrils. Do not remove the mask when talking.
- You will be required to take a rapid antigen COVID-19 test every 48 hours and present a negative result at the entrance to the conference venue. This means that, over the seven-day period of 11–17 May, you will be expected to perform at least three rapid antigen tests.
- Rapid antigen testing will be performed at the recommended hotels free of charge. The negative result must be presented at the main entrance to the conference venue.
- If you are not staying at a recommended hotel, you will be tested at the conference-venue site and must provide proof of a negative result in order to enter the conference-venue buildings.
- Report any COVID-19 positive results to the emergency team for assistance.
- At the conference and side event venues, maintain social distancing at all times, including in the lifts and in any confined spaces used for small group meetings or any other activity.
- Maintain social distancing in the restaurants or rooms designated for meals.

## **8. Guidelines on personal security and safety**

A security advisory will be circulated to participants upon their arrival in Dakar.

### **Host country emergency numbers**

- Police: **17** or **80 000 17 00**
- Gendarmerie: **80 000 20 20**
- Fire brigade: **18**  
Medical emergency service: **1515**
- Ambulance service (SOS Médecin): **33 889 1515** or **33 821 3213**
- Event security coordinator: Jaki Azmi; e-mail: [azmij@un.org](mailto:azmij@un.org); WhatsApp: +251 91 150 8209
- United Nations Safety and Security Service in Senegal: radio room (Monday to Friday, 8.30 a.m. to 5 p.m.); landline: 33 859 6783; mobile: 77 515 1415.

### **Transport**

Only the following forms of transport are recommended:

- Private vehicles reserved for United Nations officials and staff.
- Registered taxis (those with taxi registration number printed on the front doors). Make sure you are the only passenger and agree on the price before you get in.

Public transport (public buses and “cars rapides” (minibuses)) is not recommended.

## **Behaviour and personal security**

- United Nations staff members must have completed the online security courses “BSAFE” (LMS-3995) and “Active shooter: what you can do” (LMS-1675) before travelling to Senegal.
- Keep a photocopy of your passport data page, United Nations laissez-passer data page, and/or any relevant identity documents with you at all times in case you are subject to a police check. The originals should be kept in your hotel-room safe.
- United Nations staff members should check the accuracy of personal information in the Travel Request Information Processing (TRIP) system and use the system to register any journeys (whether official or private) to be taken in Senegal in order to facilitate tracking in the event of an incident.
- Always have at least one working means of communication.
- Avoid crowded places.
- Avoid walking alone after dark and avoid isolated areas.
- If you are the victim of a robbery, do not resist. Think about your physical integrity first.
- When walking outside and at markets, watch out for pickpockets and bag snatchers.
- Given that most criminal activities are committed on the spur of the moment, rather than being pre-planned, to avoid becoming a target of such opportunism, please exercise caution when displaying valuables in public places.
- Avoid engaging in discussions with inquisitive strangers (who may be attempting to distract you) and do not share personal information with strangers.

## **At the conference venue and hotels**

- Comply with security measures and follow the instructions of those responsible for applying the measures. Their job is not easy, so “be part of the solution rather part of the problem” in terms of security.
- Wear the grounds pass issued by the United Nations to enter the conference venue.
- Locate the emergency exits and check how to lock yourself in your room in the event of a security lockdown.
- If your hotel room does not have a safe, ask the hotel management to keep your valuables in the reception desk safe.
- Pay attention to your valuables (laptops, cameras, mobile phones, tablets) while attending seminars, especially during breaks. At any venue, there is always a risk of theft.
- Do not open your hotel room door to unidentified persons.

## **In bars, restaurants and nightclubs**

Always stay alert to what is going on around you. Make sure you are not unwittingly drugged or a victim of theft.

### **In a taxi/private car**

Lock the vehicle doors, keep the windows rolled up to prevent a passer-by from reaching in when stopped at a traffic light, and do not leave your personal belonging on or under the seats when parked.

### **Special considerations**

Homosexuality is punished in Senegal under article 319(3) of the Senegalese criminal code.<sup>2</sup> In Senegal, lesbian, gay, bisexual and transgender people are advised to keep a low profile, since acceptance within the local community is low. They should be extremely careful with social dating apps, which are used by criminals to target and rob lesbian, gay, bisexual and transgender people, who often are reluctant to report the crime for fear that they will be imprisoned themselves.

## **9. Airport reception and transport**

Please provide the date and time of your arrival in Dakar and your full flight details to the secretariat of the Conference of Ministers on the Indico platform at the time of registration (<https://indico.un.org/event/1000882/registrations/7538>). Please ensure that you inform the secretariat of any subsequent changes to your time and date of arrival. Representatives of the host country and protocol staff of the Economic Commission for Africa will meet you at the airport and assist you with processing your entry into Senegal, collecting your luggage and travelling to your hotel. At the airport, you will find staff at a protocol desk labelled with a conference banner, who will facilitate your entry and departure formalities. The Government of Senegal will provide you with transport between the airport and the recommended hotels and between those hotels and the conference venue. Protocol desk staff (consisting of host country and the secretariat representatives) will provide any information that you require.

Shuttle buses will be available to you for travel between the recommended hotels and the conference venue in the mornings and at the end of the daily sessions. Transport will not be provided during lunch breaks, since all lunch breaks will be held within the conference compound.

## **10. Hotel accommodation**

You are responsible for making your own hotel reservation. The host country and the secretariat have negotiated special rates for conference participants at the recommended hotels that are listed in the table on the next page. The rates and contact details are also listed there. Reservations can be made by sending an email to the hotel or by telephone. The deadline for confirming bookings is **4 May 2022**. After that date, the block of rooms held in reserve for conference participants will be released, and the hotels will accept accommodation requests on the basis of room availability only.

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<sup>2</sup> Article 319 (3) of Act No. 66-16 of 12 February 1966 reads as follows: “Without prejudice to more severe penalties provided for in preceding paragraphs or in articles 320 and 321 of the present code, anyone who commits an indecent or unnatural act with a person of the same sex will be sentenced to one to five years in prison and a fine of between 100,000 and 1,500,000 million francs. If the act was committed with a person under 21 years of age, the maximum penalty will always be applied.”



You must pay for your own hotel accommodation. Payment can be made in CFA francs or in any convertible currency, including United States dollars. Payment in cash is preferred, although some hotels accept credit cards.

You are kindly requested to note that the secretariat will not be in a position to provide hotel accommodation if you fail to arrange your own arrangements directly with the hotels listed below. In addition to accommodation costs, you will be responsible for all related costs and must pay for them directly when checking out, including breakfast (where not included in the room price), other meals (e.g. dinner), telephone calls, Internet use, fax messages, room service, use of the mini-bar and laundry service.

## Recommended hotels in Dakar

No.	Hotel	Rate			
		(FCFA)	Tourist tax (FCFA)	Telephone number	Email address
1.	<b>Colonia</b>	59 000	1,000	+221 33 8204040	accueil@hotel-colonia.com
2.	<b>Yaas</b>	62 300	1,000	+221 33 859 0700	info.almadies@yaashotels.com
3.	<b>Radisson Blue Sea Plaza (VIP)</b>	101 816	1,000	+221 33 869 3333	info.dakar@radissonblu.com
4.	<b>Fleur de Lys Plateau</b>	71 100	1,000	+221 33 849 4600	infos@hotelfleurdelysdakar.com
5.	<b>Novotel Plateau</b>	88 000	1,000	+221 33 849 4964	dakar.reservation@accor.com
6.	<b>Fleur de Lys Almadies</b>	69 000	1,000	+221 33 869 8687	contact@hotelfleurdelysdakar.com
7.	<b>Radisson Diamniadio</b>	115 000	1,000	+221 33 879 2727	info.dakar.diamniadio@radisson.com

*Note:* When you book your hotel room, be sure to provide the name of the conference to receive the negotiated special rate.

## **11. Temporary import of laptops and media and conference equipment**

To comply with the customs regulations of the Government of Senegal, you must declare laptops and any conference equipment that you bring into the country. To receive assistance with the temporary import of such items, please send the secretariat of the Conference of Ministers detailed specifications of the items that you will bring and your arrival and departure details by 29 April 2022. Details on whom that information should be sent to will be posted on the conference website. The items will be registered for temporary import by the customs office and must be taken out of the country at the end of the Conference.

For the secretariat to be able to facilitate the import of media equipment, media representatives from outside Senegal must submit a list of their equipment, including serial numbers, to [denekews.uneca@un.org](mailto:denekews.uneca@un.org).

## **12. Media registration and facilities**

All media must be accredited by the host Government and the conference secretariat. For this accreditation, media representatives will be required to present a letter of assignment, one form of valid identification (for example, a press card, a work identification card, a driving licence or a passport) and proof of media affiliation. These items should be presented when you check-in in person at the registration desk. All media representatives must have previously registered online at <https://indico.un.org/event/1000882/registrations/7538/>. A media centre will be set up at the conference venue to facilitate media coverage. More information on this will be sent directly to registered media entities.

## **13. Facilities and services**

Wireless Internet will be available throughout the conference venue. The password will be provided at the time that your conference badge is issued. An Internet café will also be set up with wireless access. Staff at the travel desk at the conference venue will be able to assist you with onward travel arrangements if needed. You will also have access to banking and medical facilities.

## **14. Interpretation**

Simultaneous interpretation into Arabic, English and French will be available for the official meetings of the Committee of Experts, the plenary sessions of the Conference of Ministers, and some side events.

## **15. Conference documentation**

If you are attending in person, you are strongly encouraged to bring your own laptop or tablet in order to download and read the conference documents.

To reduce the environmental impact of paper documents, you are encouraged to use digital versions of conference documents. All unrestricted official documents and statements related to the Conference will be available in the official languages of the Commission (Arabic, English and French) on the conference website (<https://www.uneca.org/cfm2022>) under “Documents”.

Although a print-on-demand service will be available to in-person participants during the Conference, requests for hard copies of documents should be made only when strictly necessary. Such requests will be honoured on an exceptional basis, with a maximum of five copies per document per delegation.

For more information on conference arrangements, contact:

Publications and Conference Management Section

Economic Commission for Africa

P.O. Box 3001, Addis Ababa, Ethiopia

Telephone: +251 11 544 3513, +251 11 544 3545 or +251 11 544 3766

E-mail: [eca-uncc-aa@un.org](mailto:eca-uncc-aa@un.org)

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