

**African Regional Forum on Sustainable Development
2–4 May 2018
Dakar**

Information note for participants

Delegates and participants are encouraged to retain this information note throughout the week. In the interest of the environment and to reduce costs, printed copies will not be made available at the Forum.

Welcome to Senegal and to the 2018 African Regional Forum on Sustainable Development. Herein you will find useful information on trip preparation and meeting arrangements.

1. General information about Senegal

Situated at the western edge of the Sahel, Senegal covers an area of 196,722 km² and shares borders with Mauritania to the north, Mali to the east, and the Gambia, Guinea and Guinea-Bissau to the south. Three rivers run through the country: the Senegal River (1700 km long), the Gambia River (750 km long) and the Casamance River (300 km long). Senegal is divided into 14 administrative regions and 45 departments. The name “Senegal” comes from the Wolof word “Sunugaal”, which means “our canoe”. The official language of Senegal is French.

Dakar, the capital, has a tropical climate, with the heat and humidity being moderated by cooler breezes coming from the ocean. The rainy season, between June and November, brings heavy downpours along with strong southeasterly winds. The dry season, between December and April, is dominated by a hot, dry trade wind known as the “harmattan”.

The electric current in Senegal is 220 volts, 50Hz. Two-pin attachment plugs are in use.

The official currency is the CFA franc, which serves as legal tender in eight West African States. It is divided into 100 centimes. Currently, the value of the CFA franc is fixed to the euro at a rate of €1 = CFAF 656, equivalent to approximately US\$ 1.00 = CFAF 531. Delegates and participants are advised to check exchange rates at the time of their arrival in Senegal. Credit cards are only accepted by major establishments that cater to tourists and a commission is charged for their use. The American Express card is the most widely accepted credit card.

2. Forum venue

The African Regional Forum on Sustainable Development will be held from 2 to 4 May 2018 at the King Fahd Palace Hotel.

3. Forum timetable

The provisional timetable, agenda and other Forum documents are available on the website of the Economic Commission for Africa (ECA), from <http://www.uneca.org/arfsd2018>.

The programme of meetings will be available on the ECA website. Printed copies will also be made available at the venue of the Forum.

The formal opening plenary of the Forum will commence at 9.00 a.m. on Thursday, 3 May 2018, in the main amphitheatre of King Fadh Palace Hotel.

4. Interpretation and documentation

Simultaneous interpretation in English and French will be available for the plenary sessions and certain parallel sessions.

5. Registration and badges

To expedite the registration process, participants who are covering their own expenses are asked to register online at the following website: <https://www.uneca.org/arfsd2018/register-ns>.

The deadline for online registration is 27 April 2018.

6. Visa and immigration requirements

In order to enter Senegal, all participants must obtain an entry visa and present a passport that is valid for a minimum period of six months from the date of entry into the country. All participants coming from countries in which there are Senegalese embassies or consulates are strongly advised to obtain visas prior to arrival in Senegal. For those who are not able to obtain visas in advance, ECA will request that they be provided business visas upon arrival at Blaise Diagne International Airport.

In order to assist participants in obtaining visas upon arrival, the secretariat of the Forum needs to receive the following information at least **5 working days** before arrival in Dakar:

- (1) Full name;
- (2) Nationality;
- (3) Flight details (arrival and departure).

Participants should provide that information using the online form available from <https://www.uneca.org/arfsd2018/hotel-and-itinerary-information>. Those requesting visas upon arrival should carry with them their personal **official letter of invitation** to the Forum and present that letter to the immigration authorities at the airport.

Holders of diplomatic and service passports and United Nations laissez-passers will receive visas upon arrival free of charge. Receipts for money changed at banks at the airport must be kept securely, since customs authorities may require that those receipts be presented upon departure.

7. Health requirements

Those travelling to Senegal from countries where yellow fever is endemic should be prepared to present a valid health certificate attesting to receipt of vaccination against yellow fever.

Note: The Zika virus disease is endemic to Senegal. However, the risk to travelers is low. Owing to the risk of birth defects in babies born to women who were infected with the Zika virus while pregnant, women who are pregnant or planning to become pregnant should

discuss their travel plans with their doctor and, if they decide to travel to Senegal, should take strict measures to prevent mosquito bites.

Vaccines and medicines

You should check the list of vaccinations and medicines recommended for travelers to Senegal and visit your doctor, ideally four to six weeks prior to your trip, in order to get the vaccinations and medicines needed. All travelers should also be up to date on routine vaccinations.

Routine vaccinations

Prior to your trip, make sure that you are up to date on routine vaccinations, including those against measles-mumps-rubella, diphtheria-tetanus-pertussis, varicella (chickenpox), polio and influenza. All travelers are advised to get the vaccines and medicines needed to prevent or reduce the risk of becoming ill from diseases that are present in the country being visited.

Hepatitis A

The Centres for Disease Control and Prevention of the United States of America recommend the hepatitis A vaccine because the virus can be transmitted through contaminated food or water in Senegal, regardless of where you are eating or staying.

Hepatitis B

You can get hepatitis B through sexual contact, contaminated needles and blood products. The Centres for Disease Control and Prevention recommend the hepatitis B vaccine if you might have sex with a new partner, get a tattoo or piercing or have any medical procedures performed while in Senegal.

Malaria

You will need to take prescription medicine before, during and after your trip to prevent malaria. Your doctor can help you to decide which medicine is right for you and discuss other steps that you can take to prevent malaria. Click on the hyperlinked text to read more detailed information about malaria in Senegal.

Typhoid

You can get typhoid through contaminated food or water in Senegal. The Centres for Disease Control and Prevention recommend this vaccine for most travelers, especially those who are staying with friends or relatives, visiting smaller cities or rural areas, or who are adventurous eaters.

Yellow fever

Health recommendation: Yellow fever is a risk in Senegal, so the Centres for Disease Control and Prevention recommend this vaccine for all travelers who are 9 months of age or older.

Country entry requirement: The Government of Senegal requires proof of yellow fever vaccination for those travelling from countries where there is a risk of yellow fever.

Meningitis (meningococcal disease)

Senegal is part of the meningitis belt of sub-Saharan Africa. The Centres for Disease Control and Prevention recommend this vaccine if you plan to visit Senegal during the dry season (December–June), when the disease is most common.

Rabies

Rabies can be found in dogs, bats and other mammals in Senegal. The Centres for Disease Control and Prevention recommend this vaccine for:

- Travelers involved in outdoor and other activities (such as camping, hiking, biking, adventure travel and caving) that put them at risk of animal bites
- People who will be working with or around animals (such as veterinarians, wildlife professionals and researchers)
- People who are taking long trips or moving to Senegal
- Children, because they tend to play with animals, might not report bites and are more likely to receive animal bites on the head and neck

You are advised to bring an adequate supply of your routine medications for the duration of your stay in Senegal. Such medications may not be found locally and you cannot afford to interrupt your treatment.

8. Guidelines on personal security and safety

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

9. Airport reception and transportation

Your planned date and time of arrival in Dakar, with full flight details, should be provided to the secretariat of the Forum using the online form available from <https://www.uneca.org/arfsd2018/hotel-and-itinerary-information>. Please ensure that you inform the secretariat of any subsequent changes to your date and time of arrival. Delegates will be met at the airport in Dakar by representatives of the host country and of the Forum secretariat, who will assist the delegates with the customs process, baggage claims and transportation to their hotels. There will be a protocol desk labelled with the Forum banner at Blaise Diagne International Airport to facilitate entry and departure formalities for delegates, and another protocol desk at the main entrance of the King Fahd Palace Hotel. ECA will provide transportation to delegates from the airport to the hotels and between the hotels and the forum venue. Requests for information may be directed to the representatives of the host country and the Forum secretariat.

Shuttle buses will be available to delegates and participants for travelling between their hotels and the forum venue in the mornings and at the end of the daily sessions. Transportation

will not be provided during lunch breaks. Delegates and participants are encouraged to remain in the Forum complex during lunch breaks, where lunch will be provided by the organizers.

In the event that delegates and participants wish to arrange transportation to outside the time of the Forum or to go to the airport at the end of the Forum, information and contact details of recommended taxi and car hire companies in Dakar will be made available by the secretariat of the Forum.

10. Hotel accommodation

Delegates and participants should make their own hotel reservations, either online or by contacting the hotel directly. Block bookings of hotel rooms at special United Nations rates are available to participants staying at the hotels listed in the annex. The deadline for confirming the reservations for those rooms is **25 April 2018**. After that date, rooms that have not been confirmed will be released. The hotels will then accept accommodation requests on the basis of room availability only.

A list of recommended hotels in Dakar, room types and room rates can be found in the annex. Delegates and participants will be responsible for paying for their own hotel accommodation. Payment can be made in CFA francs or in any convertible currency, including United States dollars. Although payment in cash is preferred, some hotels also accept credit cards.

All delegates and participants are kindly requested to note that the secretariat of the Forum will not be in a position to arrange hotel accommodation for those who fail to make their own arrangements directly. In addition to accommodation costs, delegates and participants will be responsible for all other associated costs (e.g., meals, telephone, Internet and fax use, room service, mini-bar use and laundry service), and must pay for these directly when checking out of the hotel.

11. Temporary importation of laptops and other equipment for use at the Forum

To comply with the import customs regulations of the Government of Senegal, delegates and participants should declare their laptops and any other equipment they may bring for use at the Forum. In order to assist with the temporary importation of such items, delegates and participants should send detailed specifications of the items to be brought in, along with their arrival and departure details, to the secretariat of the Forum by 20 April 2018. The items will be registered for temporary import with the customs office as items that will be taken out of the country at the end of the Forum.

12. Media registration and facilities

All media representatives covering the proceedings of the Forum must receive prior accreditation from the host Government. To obtain that accreditation, media representatives will be required to present a letter of assignment, one form of valid identification (e.g., a press card, work identification, a driver's license or a passport) and proof of media affiliation. Those items should be presented when registering for the Forum at the media registration desk. A media centre will be set up at the King Fahd Palace Hotel to facilitate media coverage of the Forum. More information in that regard will be communicated directly to the registered media representatives.

13. Facilities and services

An Internet café will be set up with wireless access. Delegates and participants are encouraged to bring their laptops. The King Fahd Palace Hotel has a travel desk that will be able to assist with ticketing. In addition, there will be banking and medical facilities that delegates and participants will have access to.

For more information, please contact:

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Annex

List of selected hotels offering special rates to Forum participants

<i>No.</i>	<i>Hotel</i>	<i>Rate (FCFA)</i>	<i>Rate (US)</i>	<i>Breakfast included</i>	<i>Tax (FCFA)</i>	<i>No. of rooms available</i>	<i>Contact information</i>
1	KING FAHD	86 000		Yes	1000	100	
2	FLEUR DE LYS ALMADIES	61 000		Yes	1000	20	Tel: +221 33 869 86 78 E-mail: ndeye.gueye@hotelfleurdelysdakar.com ; jules.sene@hotelfleurdelysdakar.com
3	YAAS HOTEL ALMADIES	60 000		Yes	1000	20	Tel:+221 33 859 07 00 E-mail: reservations@almadies@yaashotels.com
4	HOTEL ONOMO (Aéroport)	67 400		Yes	0	40	Tel: +221 33 869 06 10 ou +221 777 400170 E-mail : sales.dakar@onomohotel.com
5	NGOR DIARAMA (Almadies)	62 000		Yes	1000	30	Tel :+221 33 820 27 24
6	LE LODGE DES ALMADIES	35 200		Yes	1000	8	Tel : +221 776 505030 ou + 221 33 869 03 45