



United Nations
Economic Commission for Africa

**Sixth session of the Africa Regional Forum on Sustainable
Development**

Victoria Falls, Zimbabwe

24-27 February 2020

Information note for participants



A.20-00070

Introduction

The sixth session of the Africa Regional Forum on Sustainable Development will be held at the **Elephant Hills Hotel and Resort** in **Victoria Falls, Zimbabwe**, from 24 to 27 February 2020. Please find below general information on conference arrangements that may be helpful in planning your travel to Victoria Falls and your participation in the Forum.

To keep costs down and in the interest of safeguarding our environment, the present document will be provided only in electronic format. Additional information regarding the sixth session of the Africa Regional Forum on Sustainable Development can be found on the Economic Commission for Africa (ECA) web page for the Forum (www.uneca.org/arfsd2020).

Forum overview

The sixth session of the Forum will be held on the theme, “2020–2030: a decade to deliver a transformed and prosperous Africa through the 2030 Agenda and Agenda 2063”.

Pre-Forum events and a special session of the Regional Coordination Mechanism for Africa will be held on 24 February 2020. The Forum itself will commence on 25 February with a high-level panel discussion and end on 27 February 2020. Side events will be organized in tandem with the Forum on 24 to 27 February 2020 at the same venue.

The sixth session of the Forum will use a paper-smart event model whereby all documentation will be provided on an Internet portal accessible on mobile devices, tablets and laptops using Wi-Fi. Limited printing will be done only upon request.

For more information, please refer to the draft programme of work, (ECA/RFSD/2020/3), which is available on the ECA web page for the Forum at www.uneca.org/arfsd2020/pages/agenda-and-programme-work. For information on the special session of the Regional Coordination Mechanism, please visit www.uneca.org/rcmspecialsession2020.

Conference venue and hotel accommodation

Annex II contains a list of recommended hotels for those attending the sixth session of the Forum. Forum participants may wish to stay at the venue (Elephant Hills Hotel and Resort), situated on a small hill overlooking the Zambezi River, 4 km upstream from Victoria Falls. The resort is equipped with advanced facilities suitable for large conferences. In view of the large number of participants expected at the Forum, additional facilities will be provided in conference tents.

All participants are kindly requested to contact the hotels directly to arrange, confirm and guarantee their bookings. Participants will be responsible for bearing all the costs associated with their accommodation. Special United Nations rates are available to participants for rooms booked at the hotels listed in annex II.

All participants are kindly requested to note that the Forum organizers will not be in a position to provide hotel accommodation for those who fail to arrange their accommodation directly with the recommended hotels.

Visa and immigration requirements

All participants must have a passport that is valid for at least three months and should check the visa requirements for entering Zimbabwe.

All participants attending the Forum can obtain business visas on arrival at the Harare and Victoria Falls airports regardless of their nationality and will receive from ECA an official letter issued by the Government of Zimbabwe indicating this. To obtain a visa on arrival, participants will be required to have printed copies of both the invitation letter and the visa letter to show to the immigration authorities.

Visas and entry permits, if required, shall be granted free of charge, as quickly as possible and no later than two weeks before the date of the opening of the Forum session, provided that applications for visas are made at least three weeks prior to the opening. If an application is made less than two weeks before the opening of the session, a visa shall be granted no later than three business days after receipt of the application. Arrangements shall also be made to ensure that visas for the duration of the Forum are delivered at the port of entry into Zimbabwe to participants who are unable to obtain them prior to their arrival. Exit permits, if required, shall be granted free of charge, as speedily as possible and no later than three days before the closing of the session.

All participants who require a visa must apply for one in good time. Zimbabwe has three visa categories: A, B and C. Visitors from the countries or areas listed in category A do not require visas. Visitors from the countries or areas listed in category B and C, or who hold refugee status, can obtain a visa on arrival.

Participants who require visas can submit their applications online using the official Government of Zimbabwe e-visa application portal (www.evisa.gov.zw). Please note that, on average, it takes two to three days to process e-visa applications.

Visitors to Zimbabwe arriving from countries with a risk of yellow fever transmission should be in possession of a valid international health certificate, showing that they have been vaccinated against yellow fever.

Airport reception and transportation

The host Government will provide a meet-and-greet service at Victoria Falls Airport, where there will be a dedicated Forum protocol desk clearly displaying the Forum banner.

The Government of Zimbabwe will provide transportation for participants from Victoria Falls Airport to the recommended hotels listed in annex II. Shuttle bus services will also be provided from those hotels to the Forum venue every day. Kindly note that participants who are not staying at the venue or at one of the hotels listed in annex II will be responsible for their own daily transportation to and from the venue. In order to facilitate transport on arrival at the airport and at the end of the Forum, participants should submit their itinerary via www.uneca.org/arfsd2020/photo-hotel-and-itinerary-information.

Accreditation

Government delegations are kindly requested to submit to ECA their letters of nomination, duly signed by the appropriate authorities of their respective Governments as soon as possible.

The letter, which must indicate the names, titles and contact details of the representatives nominated to attend the Forum, can be sent via an online form accessible using the link provided in the invitation letter.

Questions regarding the accreditation procedure should be directed to:

Mr. Oliver Chinganya
Officer-in-Charge
Technology, Climate Change and Natural Resources Management Division
Economic Commission for Africa
Email: chinganya@un.org

Registration and identification badges

Online registration

All participants must complete the online registration form indicated in the invitation letter well in advance in order to accelerate the accreditation process, visa processing and the issuance of badges. Note that the online upload of a passport photo is mandatory for provision of a badge on arrival. If you already submitted an online registration without attaching a photo, submit the photo via the form at www.uneca.org/arfsd2020/photo-hotel-and-itinerary-information. The online portal allows participants to upload key information and will facilitate logistical preparations for the Forum. All participants registering online will receive a confirmation email that will facilitate visa processing.

Badges

For security reasons, participants will be required to show a valid Forum badge to gain access to the Forum venue and meeting rooms. Forum badges, which must be worn at all times, will be issued on arrival at the airport. The loss of a badge should be reported immediately to the registration counter.

Forum languages

The working languages of the Forum are English and French.

Language

English is one of the 16 official languages of Zimbabwe. The principal indigenous languages are Shona and Ndebele.

Currency

Participants are advised to bring an adequate supply of hard currency or traveller's cheques to cover their expenses while in Zimbabwe.

Zimbabwe operates a multicurrency system. The United States dollar, South African rand, United Kingdom pound sterling, euro and Botswanan pula are all accepted, although most transactions are in United States dollars.

EcoCash, a mobile money transfer service, is widely used; it is therefore useful to obtain a local SIM card.

Electricity supply and voltage

The standard voltage in Zimbabwe is 220-240 volts and the standard frequency is 50 Hz. Power sockets are type G (the standard socket type used in the United Kingdom of Great Britain and Northern Ireland, which has three square pins). An image of this socket type is shown below:



Mobile telecommunications services

Econet, Telecel and NetOne are the three main mobile telecommunications service providers in Zimbabwe, and they all offer prepaid SIM cards. A 3G SIM card costs \$2. Participants will be required to show their passports when purchasing a SIM card from authorized stores. Many foreign mobile telephone companies offer roaming services to their customers in Zimbabwe.

Immigration requirements

To comply with national customs regulations, conference participants must declare all laptops and conference equipment in their possession when entering Zimbabwe.

Health care

First aid will be provided free of charge by medical personnel at the Forum venue. The following medical facilities are located in the nearby town of Victoria Falls:

Premier Clinic
413 Clark Road,
Zambezi Complex (opposite OK Victoria Falls)
Phone: +263 772-120-270
Contact: Dr. Elwin Finity
Email: efinity@psmi.co.zw

T.H.B. Private Hospital

Address: 95 West Drive

Tel.: +263 83 284 6634/5

Website: www.thehealthbridge.org

Victoria Falls Medical Centre

Address: West Drive (next to MARS)

Tel.: +263 1340529/1343356

All participants are requested to ensure that their vaccinations are up to date prior to their travel to Zimbabwe.

Coronavirus: precautions and other preventive measures

The World Health Organization (WHO) has declared an outbreak of novel coronavirus (2019-nCoV) as a **public health emergency of international concern**. While there are currently no known cases of infection in Zimbabwe, the organizers will closely monitor the situation and keep participants informed. Participants who have **travelled to China within the past two months should let the organizers know** so that special measures can be taken.

To prevent illness caused by respiratory pathogens, the following precautions are advised:

- Avoid close contact with people suffering from acute respiratory infections such as those experiencing fever, cough and difficulty breathing
- Perform frequent handwashing, especially after direct contact with ill people or their environment
- If experiencing symptoms of acute respiratory infection, practise respiratory hygiene and cough etiquette, including by:
 - Maintaining your distance from others
 - Covering your mouth and nose with a disposable tissue when coughing or sneezing
 - Using the nearest waste receptacle to dispose of the tissue after use
 - Performing hand hygiene (e.g. handwashing with non-antimicrobial soap and water, an alcohol-based hand rub or an antiseptic handwash) after coming into contact with respiratory secretions and contaminated objects or materials
- Avoid close and unprotected contact with live or dead farm animals or wild animals
- When visiting live markets in areas currently experiencing cases of novel coronavirus, avoid direct unprotected contact with live animals and surfaces where animals come in contact

- Avoid the consumption of raw or undercooked animal products. Handle raw meat, milk or animal organs with care to avoid cross-contamination with uncooked foods, as per good food safety practices.

Preliminary information suggests that older adults and people with underlying health conditions may be at increased risk of severe illness from this virus.

Procedures for media accreditation

All media will require accreditation by the host Government and the Forum secretariat.

Note for media professionals travelling from outside Zimbabwe to attend the Forum

All invited sponsored and self-sponsored media professionals travelling to Zimbabwe will be required to register online at <http://www.uneca.org/arfsd2020>. Once registration is approved by the organizing team, an official invitation letter will be sent to each individual to facilitate the visa application process. Media professionals residing in countries without a Zimbabwean embassy or high commission will be advised on attendance modalities once registration is approved.

Invited media professionals must submit a letter of assignment and one valid official identification document (such as a press card, work identification document, driving licence or passport) to denekews.uneca@un.org as proof of media affiliation. These items should also be presented on arrival at the registration counter at the Forum venue.

A media centre will be set up at the venue to facilitate media coverage of the Forum. More information on this topic will be communicated directly to registered media.

Media equipment: Media professionals from outside Zimbabwe will be required to complete an equipment form to facilitate customs clearance. The form will be sent to invited media together with an official invitation letter.

Onsite registration: Zimbabwe-based media professionals can apply for onsite registration; they will need to present a letter of assignment and passport at the designated media desk, starting 24 February 2020. Zimbabwe-based media are invited to write to denekews.uneca@un.org shortly before the start of the session for further information on the procedures to be followed.

Facilities and services

Accommodation for persons with disabilities

In the spirit of inclusion contained in the Sustainable Development Goals, the organizers will take measures to make the Forum accessible for persons with disabilities. If you require special assistance, please contact Laetitia Montero (laetitia.montero@un.org) to see how we can best support you.

Internet

ECA will adopt a paper-smart organizational approach during the sixth session of the Forum: participants will be encouraged to use electronic media as much as possible and every effort will be made to reduce the number of documents printed. To help achieve these objectives, high-density wireless connectivity will be made available at the Forum, allowing for at least 1,200 devices to connect with a dedicated Internet server at the same time.

ARFSD 2020 evaluation digital application

There is a digital application available in English and French for all participants attending the 2020 Regional Forum. This application will mainly be used by participants to provide feedback on the Forum. Sessions will be interactive and participants will be able to provide feedback during live sessions through the application. It will also hold important event information and enable participants to exchange contacts.



To install the application, please download **Eventspace** on the App store or Google Play Store. Follow the steps described below:

1. After the app has downloaded, open it, tap on **Log in with SSO** and enter **arfsd2020** under domain, and press on **Continue**.
2. Then enter your contact information (make sure you have access to your email inbox on the same device) and tap on **Submit**.
3. In the email you receive, tap on **Create my account**.
4. Once you gain access to the ARFSD 2020 evaluation app, choose your language and criteria and press on **Save**.

Questions regarding the evaluation application should be directed to:

Mr. Edwin Peek
edwin@spotme.com

and

Ms. Grace Chisamya
chisamya@un.org

Security advisory

The Government of Zimbabwe will provide 24-hour security for all VIPs attending the Forum. All hotels and conference venues will be monitored and guarded by police officers. As is the case in any other tourist resort town, visitors are discouraged from venturing into unlit areas at night. Forum participants are strongly encouraged to read the security information provided by their hotels to ensure their personal safety. Please also be aware that the town of Victoria Falls is surrounded by the Zambezi, Mosi-oa-Tunya and Victoria Falls national parks, which are home to many large wild animals.

While you are at the Forum venue, please ensure that you:

- Wear your conference badge visibly and show it to any authorized person who asks to see it
- Do not leave bags and parcels unattended, as they may be confiscated or destroyed
- Do not bring children or unauthorized persons into the conference facilities
- Look after your valuable property
- Check that you have all your documents and personal items before you leave conference halls and meeting rooms
- Inform the Security and Safety Service or a security officer on duty if you lose anything valuable.

When you are in your hotel, please follow the following safety advice:

- Lock the door upon entering or leaving your hotel room
- Before leaving, inspect your room to make sure that no money, jewellery, cameras or other valuables are visible
- Deposit valuables or any other important items at the reception desk and obtain a receipt, or leave them in the safe in your hotel room
- Should you observe anything suspicious or out of the ordinary, please contact the Security and Safety Service.

Further information on the security situation in Victoria Falls is provided in a separate advisory sent to participants.

Emergency contact information

United Nations Department of Safety and Security – Zimbabwe

Mr. Addisu Kebede Mekonnen
Security Adviser
United Nations - Zimbabwe
addisu.kebede@un.org
+263772299723

Mr. Charles Mudzviti
Local Security Assistant
mudzviti@un.org
+263772132203

Economic Commission for Africa

Mr. Jaki Azmi
Deputy Chief, Security and Safety Services
azmij@un.org
+263 778728784
UN Security Control
eca-security-arfsd@un.org
+263 778728784

Host Government and other emergency contacts Elephant Hills Hotel (conference venue) Security Unit

Mr. Bondiya
Hotel Security Manager
+263772481686

Victoria Falls Police Station

Chief Superintendent Phiri
Officer Commanding District
+263 712879853
+263 83 2844206/2844401
+263 83 2844400

Emergency Medical Rescue Ambulance Services (EMRAS)

Sr. R. Nkomo
Clinical Base Manager
+263 732146256
+263 772190380
+263 718304434

General information about Victoria Falls

Victoria Falls is a small town in the province of Matabeleland North, Zimbabwe. It lies on the southern bank of the Zambezi River at the western end of Victoria Falls. It is connected by road and railway to Hwange (109 km away) and Bulawayo (440 km away), both to the south-east. In 2012, Victoria Falls had a population of 33,060 according to the population census conducted that year. Victoria Falls Airport is located 18 km south of the town and has international services to numerous cities in the region.

Victoria Falls town is a short distance from Mosi-oa-Tunya (literally “The Smoke that Thunders”), known worldwide as Victoria Falls, on the Zambezi River. The river forms the border between Zambia and Zimbabwe; the Falls are therefore shared by the two countries.

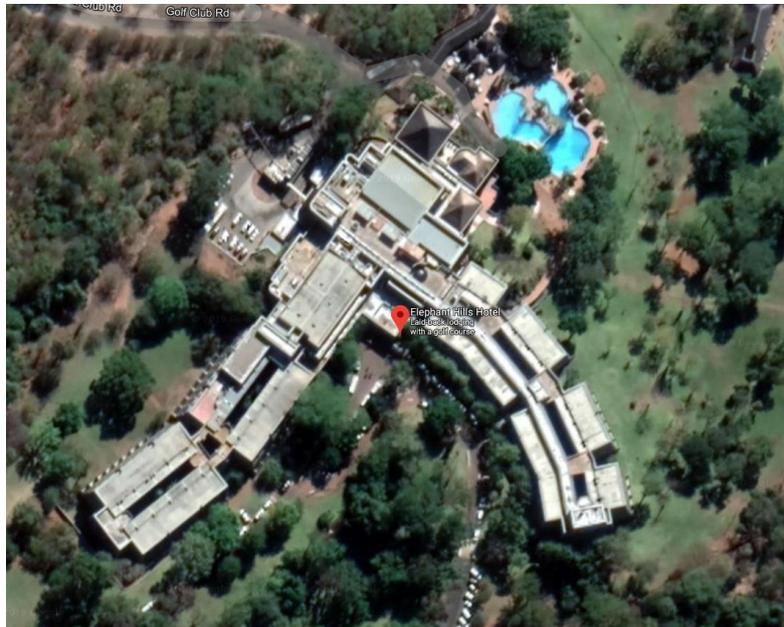
Climate

Zimbabwe has a tropical climate with many local variations. The southern part of the country is known for its heat and aridity, while parts of the central plateau receives frost in the winter. The Zambezi Valley is also known for its extreme heat, whereas the Eastern Highlands experiences cool temperatures and the highest rainfall in the country. The rainy season generally runs from late October to March and, in some areas of the country, the hot climate is moderated by high altitude.

Time zone

Zimbabwe observes Central Africa Time (CAT), which is two hours ahead of Coordinated Universal Time (UTC+2).

Aerial view of the Forum venue



Annex I
Visa regime

Category A countries or areas: Visitors from the countries and areas listed below do not require visas to travel to Zimbabwe.

1. Angola	17. Kenya	33. Samoa
2. Antigua and Barbuda	18. Kiribati	34. Seychelles
3. Aruba	19. Leeward Islands	35. Singapore
4. Bahamas	20. Lesotho	36. Solomon Islands
5. Barbados	21. Madagascar	37. South Africa
6. Belize	22. Malawi	38. Togo
7. Botswana	23. Malaysia	39. Trinidad and Tobago
8. Cayman Islands	24. Maldives	40. Turks and Caicos
9. Cyprus	25. Malta	41. Tuvalu
10. Democratic Republic of the Congo	26. Mauritius	42. Uganda
11. Eswatini	27. Montserrat	43. United Republic of Tanzania
12. Fiji	28. Namibia	44. Zambia
13. Ghana	29. Nauru	
14. Grenada	30. Saint Kitts and Nevis	
15. Hong Kong, China	31. Saint Lucia	
16. Jamaica	32. Saint Vincent and the Grenadines	

Category B countries or areas: Visitors from the countries and areas listed below can obtain a visa on arrival in Zimbabwe upon payment of the requisite visa fees.

1. Albania	25. Costa Rica	51. Honduras
2. Algeria	26. Croatia	52. Hungary
3. Argentina	27. Cuba	53. Iceland
4. Armenia	28. Czechia	54. India
5. Australia	29. Denmark	55. Indonesia
6. Austria	30. Dominican Republic	56. Iran (Islamic Republic of)
7. Azerbaijan	31. Ecuador	57. Ireland
8. Bahrain	32. Egypt	58. Israel
9. Belarus	33. El Salvador	59. Italy
10. Belgium	34. Equatorial Guinea	60. Japan
11. Bermuda	35. Estonia	61. Kazakhstan
12. Bhutan	36. Ethiopia	62. Kuwait
13. Bosnia and Herzegovina	37. Finland	63. Kyrgyzstan
14. Brazil	38. France	64. Latvia
15. British Virgin Islands	39. French Guiana	65. Liechtenstein
16. Brunei Darussalam	40. French Polynesia	66. Lithuania
17. Bulgaria	41. French West Indies	67. Luxembourg
18. Burundi	42. Georgia	68. Macao, China
19. Cabo Verde	43. Germany	69. Marshall Islands
20. Canada	44. Gibraltar	70. Mexico
21. Chile	45. Greece	71. Micronesia (Federated States of)
22. China	46. Guam	72. Moldova
23. Comoros	47. Guatemala	
24. Cook Islands	48. Guyana	
	49. Haiti	
	50. Holy See	

73. Monaco	88. Puerto Rico	106. Tajikistan
74. Netherlands	89. Republic of Korea	107. Turkey
75. New Caledonia	90. Reunion	108. Turkmenistan
76. New Zealand	91. Romania	109. Ukraine
77. Nicaragua	92. Russian Federation	110. United Arab Emirates
78. Norfolk Island	93. Rwanda	111. United Kingdom
79. Northern Mariana Islands	94. American Samoa	112. United States of America
80. Norway	95. San Marino	113. Uruguay
81. Palau	96. Sao Tome and Principe	114. Uzbekistan
82. Panama	97. Senegal	115. Venezuela (Bolivarian Republic of)
83. Papua New Guinea	98. Serbia	116. United States Virgin Islands
84. Paraguay	99. Slovakia	
85. Peru	100. Slovenia	
86. Poland	101. Spain	
87. Portugal	102. State of Palestine	
	103. Suriname	
	104. Sweden	
	105. Switzerland	

Category C countries or areas and those who hold refugee status: Visitors from the countries and areas listed below, as well as those who hold refugee status, are normally required to obtain visas before travelling to Zimbabwe; however, ECA has made an agreement with Zimbabwe for the provision of visas on arrival for all such participants.

1. Afghanistan	21. Iraq	42. Saudi Arabia
2. Anguilla	22. Jordan	43. Sierra Leone
3. Bangladesh	23. Kosovo	44. Somalia
4. Benin	24. Lao People's	45. South Sudan
5. Bolivia (Plurinational State of)	Democratic Republic	46. Sri Lanka
6. Burkina Faso	25. Lebanon	47. Sudan
7. Cambodia	26. Liberia	48. Syrian Arab Republic
8. Cameroon	27. Libya	49. Taiwan Province of China
9. Central African Republic	28. Mali	50. Thailand
10. Chad	29. Mauritania	51. Timor-Leste
11. Colombia	30. Mongolia	52. Togo
12. Congo	31. Montenegro	53. Tunisia
13. Côte d'Ivoire	32. Morocco	54. Viet Nam
14. Democratic People's Republic of Korea	33. Myanmar	55. Yemen
15. Djibouti	34. Nepal	
16. Eritrea	35. Niger	
17. Gabon	36. Nigeria	
18. Gambia	37. North Macedonia	
19. Guinea	38. Oman	
20. Guinea-Bissau	39. Pakistan	
	40. Philippines	
	41. Qatar	

Annex II

Recommended hotels

#	Hotel	Room type	Rate	Total number of available rooms
1	Elephant Hills Hotel and Resort www.elephanthillshotel.com Contact: Nokuthaba Nyandoro bqmgr@ehr.africansun.co.zw cc: reservationsmgr@ehr.africansun.co.zw Tel.: +263 832844793-9 VOIP: 08677004956 Booking reference: ARFSD Conference	Standard single	\$157.00	100
		Standard double	\$187.00	
2	The Kingdom Hotel www.legacyhotels.co.za/hotels/kingdom-at-victoria-falls Contact: Linda reservations@kingdom.africansun.co.zw Tel.: +263 832844275/80 VOIP: +263 8677004955 Booking reference: ARFSD Conference	Standard single	\$157.00	210
		Standard double	\$187.00	
		Standard single (for Zimbabwean nationals)	Z\$ 2 415	
		Standard double (for Zimbabwean nationals) Suite	Z\$ 2 990	
3	Cresta Sprayview www.crestasprayview.com Contact: Nomsa Tembo elliott@cresta.co.zw reservations@sprayview.cresta.co.zw Tel.: +263 776081295/+263 772395490 Booking reference: 544952	Standard single	\$110.00	23
		Standard double	\$140.00	
4	Rainbow Victoria Falls www.rainbowvictoriafalls.com Contact: Barbra Nemaunga Barbra.Nemaunga@rtg.co.zw Tel.: +263 782721261 Booking reference: ARFSD Conference	Standard single	\$143.00	30
		Standard twin/double	\$190.00	

#	Hotel	Room type	Rate	Total number of available rooms
5	A'Zambezi River Lodge www.azambezi-hotel.com Contact: Clopas Makusha Clopas.Makusha@rtg.co.zw Reservations: 1.Azambezi@rtg.co.zw Tel.: +263 773492661 Booking reference: ARFSD Conference	Standard single	\$160.00	45
		Standard double	\$220.00	
		Standard single (for Zimbabwean nationals)	Z\$ 2 800	
		Standard double (for Zimbabwean nationals)	Z\$ 3 600	
6	Victoria Falls Hotel www.victoriafallshotel.com Contact: Tich Mashiri resoperationsmgr@victoriafallshotel.com Tel.: +263 832844751/9 or +263 772132174-7 VOIP 08677 000 376 Booking reference: ARFSD Conference	Standard single	\$294.00	20
		Standard double	\$318.00	
		Deluxe single	\$346.00	
		Deluxe double	\$366.00	
		Stables single	\$493.00	
		Stables double	\$517.00	
		Standard single	Z\$ 5 083	
		Standard double	Z\$ 5 497	