

# Information for Participants

Dear Participants,

Welcome to Nigeria and to the 3<sup>rd</sup> African Internet Governance Forum Meeting ([www.uneca.org/afigf](http://www.uneca.org/afigf)). Please find below some general information on meeting arrangements that you may find useful.

## 1. GENERAL INFORMATION ON NIGERIA

Nigeria is a federal republic consisting of 36 states and 774 local governments. It has a landmass of 932,768 k<sup>2</sup> and shares land borders with Benin in the west, the Niger in the north, and Chad and Cameroon in the east. Its coast in the south lies on the Atlantic Ocean.

Abuja is the capital city of Nigeria. Abuja is a planned city and was built mainly in the 1980s. It officially became Nigeria's capital on 12 December 1991, replacing [Lagos](#), which is still the country's most populous city. At the 2006 census, the city of Abuja had a population of 776,298, making it one of the top 10 most populous cities in Nigeria.

There are two main seasons – the dry season, lasting from November to March; and the rainy season, from April to October. Temperatures at the coast rarely rise above 32°C (89.6°F), although humidity can be as high as 95 per cent. The climate further north is drier with occasional sand storms, with temperatures ranging from 12°C (53.6°F) to 36°C (96.8°F). During the rainy season, tropical thunderstorms are a periodic occurrence, especially in coastal areas, but it is generally a period of cooler temperatures.

## 2. CONFERENCE VENUE

The 3<sup>rd</sup> African Internet Governance Forum Meeting will be held at Nicon Luxury Hotel, Plot 903 Tafawa Balewa Way Area 11, Garki - Abuja Nigeria

## 3. REGISTRATION AND BADGES FOR PARTICIPANTS

To expedite the registration process, delegates are kindly asked to register online at (<http://www.uneca.org/content/afigf-2014-registration-form-formulaire-dinscription>).

Onsite registration will be held at the Registration desk at Nicon Luxury Hotel Abuja. All participants are encouraged to register as soon as possible upon arrival in Abuja with their passports or other means of photographic identification. Each participant will be given a badge for the purpose of identification during the period of the meetings and for security reasons, participants are requested to wear their badges at all times while in the Conference venue.

#### **4. VISA AND IMMIGRATION REQUIREMENTS**

In order to enter Nigeria, all delegates and travelers must obtain entry visas from Nigerian diplomatic missions and have a full passport valid for a minimum period of six months from the date of entry into the country. In addition to visa and passport requirements, an international health certificate showing current yellow fever immunization is required for entry into Nigeria. Without it, travelers may be required to submit to vaccination at entry before clearing immigration (for a fee). Delegates coming from countries where there is no Nigerian diplomatic mission may obtain an entry visa on arrival at Nnamdi Azikiwe International Airport upon presentation of their official letter of invitation to the Conference. In such cases, participants should inform the conference coordinators well in advance, at least two weeks before arrival in Abuja, providing their full passport details. For more information please refer the official website of The Nigeria Immigration Service at <https://portal.immigration.gov.ng/pages/welcome>

#### **5. AIRPORT RECEPTION AND TRANSPORTION**

**Participants will be met at the airport in Abuja by representatives of the host country and ECA Joint Secretariat staff and they will assist in processing entry in Nigeria, assist with baggage claim and organise transport to their hotels.** A protocol desk labeled with the Conference banner will be available at Nnamdi Azikiwe International Airport in Abuja to facilitate entry and departure formalities, and another at the main entrance of the Nicon Luxury Hotel Abuja.

#### **6. CUSTOMS AND EXCISE**

All those attending international meetings in Nigeria will be exempted from the payment of customs duties and taxes relating to certain items of equipment, as well as other items intended for direct use during the Conference.

Security and protection equipment must be declared at the earliest opportunity by informing the focal point of the conference organizers, so that the equipment can be granted advance approval.

An unlimited amount of local currency can be imported into the country by visitors alike. Likewise, unlimited amounts of other currencies may be imported but will need to be declared when entering and leaving the country.

#### **7. FLIGHTS AVAILABLE TO AND FROM ABUJA**

The international airlines operating in Nigeria and currently flying to and from Nnamdi Azikiwe International Airport are: Egypt Air, Ethiopian Airlines, British Airways, KLM and Lufthansa. If you require any date changes, please bring a copy of your ticket with you when you go to the travel agent.

## **8. HOTEL ACCOMMODATION**

Participants should make their own hotel reservations and reservations can be made online with the hotel concerned through its website or contact the hotel directly. Participants will be responsible for paying for their hotel accommodation and payment can be made in Nigerian naira or in any convertible currency, including United States dollars. Payment in cash is preferable, although some hotels accept Visa credit cards.

## **9. CURRENCY**

Nigeria's currency is the naira (NGN). Visitors can exchange currency in banks, at the airport, in exchange bureaux and in major hotels in Abuja.

## **11. INTERPRETATION**

The 3<sup>rd</sup> African Internet Governance Forum Meeting will be held simultaneously in both English and French.

## **14. CONTACTS FOR MORE INFORMATION**

For information please contact:

1. Contact the AfIGF Secretariat at: [afigf-secretariat@uneca.org](mailto:afigf-secretariat@uneca.org) and/or visit the website: <http://www.uneca.org/afigf>
2. Ms. Mary Uduma at [mnuduma@yahoo.com](mailto:mnuduma@yahoo.com)