



# ADMIN NOTE

11<sup>th</sup> – 14<sup>th</sup> MARCH 2024 | DAR ES SALAAM, TANZANIA

## **01. CONFERENCE DATES**



Dar es Salaam, Tanzania 11<sup>th</sup> – 14<sup>th</sup> March 2024

Registration Every morning 07.30hrs (GMT+3)



Side Sessions 10<sup>th</sup>, 11<sup>th</sup> & 15<sup>th</sup> March 2024



Opening Ceremony 11<sup>th</sup> March 2024 at 14.00hrs (GMT+3)

Closing 14<sup>th</sup> March 2024 at 16.00hrs (GMT+3)

## 02. VENUE



## Julius Nyerere International Convention Centre

Meeting venue contact details: Julius Nyerere International Convention Centre P.O. Box 3081, Arusha, Tanzania Tel. +255 (0)272 050 181 Fax. +255 (0)272 050 201 email: md@aicc.co.tz

https://www.aicc.co.tz/julius-nyerere-international-convention-centre/

## 03. ACCOMMODATION



Delegates are responsible for their own hotel booking using the email addresses and phone numbers provided on the table. Please mention the full name of this meeting and ask for a quotation for the room and airport pick-up fee.



Delegates are advised to arrive early Monday 11<sup>th</sup> March 2024 unless you may wish to attend a side session.



The conference will end late afternoon on 14<sup>th</sup> March 2024. Hence, return travel can be planned for 14<sup>th</sup> March 2024 late night or 15<sup>th</sup> March 2024 day time.

Hotel reservations should be made directly with the preferred hotel. We urge all delegates to make an effort to book early for the most convenient hotel available.









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## RECOMMENDED LIST OF HOTELS IN DAR ES SALAAM NEAR JNICC.

| HOTEL<br>NAME                                       | CONTACT  | STAR<br>RATING | DISTANCE<br>FROM<br>JNICC | ROOMS | NEGOTIATED RATE<br>PER NIGHT   |
|---|--|----------------|---------------------------|-------|--|
| Four Points by<br>Sheraton.                         | Tel: +255 22 2117 050/51<br>Mob: +255 787 409 196<br>Fax: + 255 22 211 3558<br>gm@fourpointsdaresalaam.com<br>www.fourpointsdaresalaam.com<br>Contact Person: REHEMA HAULE | 4 Star         | 1.0 KM                    | 200   | Standard: \$145<br>Bed and Breakfast   |
| Hyatt Regency<br>Dar-es-salaam,<br>The Kilimanjaro. | Mob + 255 764 701 234<br>Fax: +255 22 212 0777<br>reservation.kilimanjaro@hyatt.com<br>www.daressalaam.kilimanjaro.hyatt.com   | 5 Star         | 1.1 KM                    | 200   | Standard city view \$240,<br>Standard see view \$275,<br>Club room city view \$315,<br>Club room see view \$340,<br>Regency suit \$440<br><i>Bed and Breakfast</i> |
| ONOMO Hotel<br>Dar-es-salaam.                       | Tel: +2552 2234 3434<br>reservations.daresalaam@onomohotel.com<br>www.onomohotel.com.  | 4 Star         | 0.5 KM                    | 116   | Standard: \$105<br>Executive: \$150<br>Junior Suite: \$170<br>Suite: \$200<br>Bed and Breakfast  |
| Holiday Inn Hotel.                                  | +255 2221 39250<br>reservations@holidayinn.co.tz<br>www.holidayinn.co.tz   | 4 Star         | 0.8 KM                    | 150   | Deal price: \$99<br>Include Bed & Breakfast  |
| CBD Hotel   | Mob: 255-774-499888.<br>Tell: + 255-22-2110629<br>info@cbdhotel.co.tz<br>https://cbdhotel.co.tz  | 4 Star         | 2.4 KM                    | 90    | Single \$90<br>Double \$110<br>Superior single rooms: \$115  |
| Protea Hotel<br>Courtyard<br>Dar-es-salaam.         | Tel: + 255 22 213 0130.<br>Fax:+ 255 213 0100<br>Mob: +255 754 300 243<br>info@phcourtyard.com.<br>residentmanager@phcourtyard.com<br>www.proteahotels.com                 | 4 Star         | 1.8 KM                    | 150   | Standard: \$95<br>Executive room: \$105  |









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| HOTEL<br>NAME                                    | CONTACT   | STAR<br>RATING | DISTANCE<br>FROM<br>JNICC | ROOMS | NEGOTIATED RATE<br>PER NIGHT  |
|--|---|----------------|---------------------------|-------|---|
| Harbour View<br>Suites.                          | Tel:+255 22 212 4040<br>Mob:+ 255 784 564 848/754 789 000<br>Fax: +255 22 2120333<br>reservations@harbourview-sites.com<br>www.harbourview-suites.com   | 4 Star         | 1.5 KM                    | 150   | Standard \$165.50<br>Superior \$185.50  |
| Dar es salaam<br>Serena Hotel.                   | Tel:+ +255 22 2212500/ +255 22 2118114<br>Mob: +255 786 655 927/ 714 493 715<br>Fax: +255 22 2113981<br>daressalaam@serena.co.tz.<br>sales.daressalaam@serenahotels.com<br>www.serenahotels.com | 5 Star         | 0.4 KM                    | 200   | Executive \$195.50<br>Executive ocean view<br>\$215.50<br>Executive Suite \$455.50            |
| Tiffany Diamond<br>Hotel Indra<br>Gandhi Street  | Mob: +255-22- 2121201<br>+255 782 052 014<br>+255 784-052-014<br>sales@tiffanydiamondhotels.com<br>reservations@tiffanydiamondhotels.com  | 3 Star         | 0.8 KM                    | 74    | Deluxe standard room<br>(single room): \$90<br>Superior room king size<br>bed (double): \$100 |
| Tiffany<br>Diamond Hotel<br>Makunganya<br>Street | Mob +255 22 2113657<br>+255222113658<br>+255 677047751<br>+255743344322<br>reservations@tiffanydiamondhotels-ma.com<br>sales@tiffanydiamondhotels-ma.com  | 3 Star         |                           | 60    | Deluxe standard room<br>(single room): \$90<br>Superior room king size<br>bed (double): \$100 |

## 04. MEALS



Morning & afternoon snacks as well as lunch will be provided to delegates attending the conference from Tuesday 12<sup>th</sup> March 2024 to Thursday 14<sup>th</sup> March 2024.

Delegates are responsible for all other meals at their cost.









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## **05. MONEY MATTERS**

The currency of Tanzania is the Tanzanian Shilling (TZS). Commercial banks, hotels and international airports have facilities for exchanging most internationally recognized currencies.

In addition, most banks have cash ATM machines that accept Visa international credit cards. The exchange rate for smaller denomination notes will be lower than for bigger notes (100s and 50s). You may change your currency or withdraw cash in banks located at the Airport or in Dar es Salaam City.

Bank operating hours are between 08.00hrs - 17.00hrs (GMT+3)

The current rate of exchange is US\$ 1.00 = TZS 2,500 (as at October 2023) and is likely to fluctuate



**Credit cards**, especially Visa, are accepted in major hotels and supermarkets.



Note that Dollar notes printed before 2009 are NOT accepted in Tanzania. Therefore, please make sure you travel with more recent notes.

## 06. AIRPORT PICK-UP/DROP OFF



Most hotels provide airport pick-up and drop-off at an average cost of **\$15** to **\$25** each way depending on distance, upon confirmation of travel itineraries. Please ask for a quotation when making your hotel booking. Alternatively, one can use the airport taxi services (ATAK) for which the cost is about **\$10** to **\$20** each way depending on distance.

## 07. COMMUNICATION

Delegates may wish to purchase local SIM cards and prepaid credit at the airport, hotel or mobile service provider outlets at a cost of about **TZS 1000** 

The country code for Tanzania is +255.

Alternatively, you may make a call from your hotel, however, telephone charges from your hotel room can be very costly as is usually the case globally.

The official Language in Tanzania is Swahili and English

The Conference will be conducted in English but interpretation will be available for French.

## **08. INTERNET**

Free wireless Internet access will be available in the meeting room. Delegates must ensure that Wireless and LAN connection settings are enabled in their laptops prior to arrival in Dar es Salaam.











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## **09. VISA AND IMMIGRATION**

Kindly check the below links for VISA eligibility.

- Countries which their Nationals **REQUIRE** Referral Visa: https://immigration.go.tz/index.php/requirements-for-visa
- Countries which are NOT REQUIRED to apply for Visa:
  https://immigration.go.tz/index.php/countries-which-are-not-required-to-apply-for-visa

## **10. TRAVEL INSURANCE**

You are to arrange your own travel insurance prior to your travel.

## 11. HEALTH

Covid-19 testing is no longer a requirement prior to boarding the flight and departure Tanzania. However, regular Covid-19 testing is encouraged.

A Yellow Fever vaccination certificate is **COMPULSORY** to enter Tanzania especially for delegates coming from Yellow Fever endemic countries. Ref: <u>Countries with risk of yellow fever transmission and countries</u> requiring yellow fever vaccination (November 2022) (who.int)

A delegate is supposed to observe <u>health guidelines</u> as provided by Ministry of Health in Tanzania from time to time.

## **12. WEATHER AND TIME**

Dar es Salaam, located in Tanzania, experiences a tropical climate. In March, the city is typically transitioning from the short rainy season to the long dry season.

Overall, March is a good time to visit Dar es Salaam if you prefer warm and relatively dry weather. However, it's important to keep in mind that the transition from the rainy season can bring some unpredictable weather, so it's a good idea to check the weather forecast closer to your travel date for the most accurate information.

Dar es Salaam is 3 hours ahead of GMT.













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## **13. ELECTRICITY**

In Tanzania, the standard voltage in Tanzania is **230 volts AC** and the electrical frequency is **50 Hz**. This voltage is compatible with most European, Asian, and African countries that use **220–240 volts** for their electrical systems.

If you plan to use electrical devices from other regions that have different voltage and frequency requirements, make sure to check if your devices are compatible. You may need voltage converters or transformers to safely use them in Tanzania. Additionally, it's a good idea to carry the appropriate plug adapters as the types of power plugs and sockets used in Tanzania may differ from those in your home country. In Tanzania, the **Type D** and **Type G** sockets are commonly used.

Plug & socket types: https://www.worldstandards.eu/electricity/plugs-and-sockets/



## **14. SECURITY**

Please take precautions when going out of the hotel, especially at night. While the hotel is fairly safe, it is not advisable to leave valuables items unattended, i.e., laptops, jewelry etc.

Avoid walking on lonely streets or wearing flashy and/or expensive jewelry or watches, take a licensed taxi booked by the hotel and agree on fare in advance.

## **15. GENERAL HELP DESK & NOTICES**

Assistance and general information are available at the front desk that will be situated at the entrance of the venue. You will be readily assisted with any enquiries or to give out information.

| Contact            | Details  |
|--------------------|--|
| Nyandigisi Manyara | conference@afecn.org   +254 700 940 172  |
| Godwin Mongi       | godwin.e.mongi@gmail.com   +255 782 708 447  |
| Ambulance Service  | Dar es Salaam Flying Doctors<br>Address: Julius Nyerere International Airport, Terminal One<br>P.O. Box 65413, Dar es Salaam<br>Cell: +255 787 747 464<br>Email: info@dsmflyingdoctors.com |









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## Nearby Hospital

#### 1. The Aga Khan Hospital, Dar es Salaam

Barrack Obama Road Dar es Salaam, Tanzania Phone: +255 22 211 5151/53 (ext. 4893) +255 699 116 136

#### 2. Shree Hindu Mandal Hospital:

Hindu Mandal St. / India St. P O Box 581 - Ilala CBD Dar es salaam Phone: +255 22 2114991-4 +255 682 052 342 +255 621 789 431 Email: appointments@hc.shm.or.tz



