



منظمة الأغذية
والزراعة
للأمم المتحدة

联合国
粮食及
农业组织

Food
and
Agriculture
Organization
of
the
United
Nations

Organisation
des
Nations
Unies
pour
l'alimentation
et
l'agriculture

Продовольственная и
сельскохозяйственная
организация
Объединенных
Наций

Organización
de las
Naciones
Unidas
para la
Agricultura
y la
Alimentación

TWENTY-SIXTH REGIONAL CONFERENCE FOR AFRICA

Luanda, Angola 3-7 May 2010

INFORMATION NOTE

Conference Arrangements

1. The 26th FAO Regional Conference for Africa will be held at the **Belas Conference Centre, Luanda, Angola** from 3 to 7 May, 2010. The Conference begins with an Experts' Meeting from **3 to 4 May, 2010**, followed by a Ministerial Plenary Session on **6 and 7 May, 2010**. The inaugural ceremony of the Plenary Session will take place at **10.00** hours on **6 May 2010**. There will also be Thematic Side-Events on the **5 May 2010**.
2. The normal working hours of the Conference will be **9.00** hours to **12.00** hours and **14.00** hours to **17.00** hours, unless otherwise decided by the conference.
3. An "**Order of the Day**" will be issued daily, giving detailed information of the Conference business, timetable of meetings, items to be discussed and other information of general interest.
4. The Provisional Agenda (ARC/10/1) has been circulated with the invitation letter.
5. The Secretary of the Conference is **Mr. Alhaji Jallow**. He will be assisted by a number of FAO staff whose names and functions will be included in a list to be issued on the first day of the Conference.

Working Languages

6. Simultaneous interpretation will be provided in **Arabic, English, French and Portuguese**. The documentation will be issued in Arabic, English, French and Spanish.

Press Liaison and Information

7. For the duration of the Conference, an FAO Information Officer, assisted by a Press Officer of the Government of the Republic of Angola, will maintain contacts with the press and be responsible for matters concerning information to the public.
8. Foreign journalists requiring accreditation should contact the Government Liaison Officer as soon as possible for accreditation arrangements. Journalists based in Angola will be provided with accreditation by the National Organizing Committee. An accreditation desk will be in place for this purpose at the Conference venue

Documentation

9. The working documents will be sent to all governments and invited organizations before the start of the Conference. Documents drafted during the Conference will be available at the documents distribution desk, within the Conference Complex. The desk will also deliver mail and messages and deal with general inquiries.

Draft recommendations and amendments

10. Delegates who wish to submit draft recommendations or other documents requiring a decision by the Conference are requested to hand their texts in French or English to the Conference Secretary, if possible, in three printed copies. Delegates wishing to circulate other written material related to the Agenda of the Conference are requested to deliver 15 copies in Arabic, 30 copies in English and French, and 5 copies in Spanish to the Secretariat for distribution.

Advance Communications of Text of Speeches and Statements

11. When prepared speeches or statements are to be made, it would help the Secretariat and ensure accuracy in interpretation, if the typed copies of the texts were handed to the Secretariat of the Conference beforehand.

Correspondence

12. All correspondence concerning the 26th Regional Conference should be addressed to:

The Conference Secretary

Mr. Alhaji Jallow

FAO Regional Office for Africa,

P.O. Box 1628, Accra, Ghana

Fax: (233-21) 7010943 / 7010944

Tel: (233-21) 7010930 / 675000 Ext. 3193

Mobile: (233) 244331746

E-mail: Alhaji.Jallow@fao.org

And copied to

Olinda Sobrinho

Head, Department of International Organizations
Ministry of Agriculture
Comandante Gika Street, P.O. Box 507
Luanda, Angola
Tel : (244) 2 222 324221
Fax : (244) 2 222 320553
Mobile : (244) 924 433368
E- mail : olygracy@yahoo.com

During the Conference, the address of the Secretariat is:

Mr. Alhaji Jallow
Conference Secretary
26th FAO Regional Conference for Africa
Belas Hotel Conference Centre
Tel: (233) 244 - 331746
Fax:
Email: Alhaji.Jallow@fao.org

or

Mr. Mamoudou Diallo
FAO Representative in Angola
FAO Representation in Angola
Ministry of Agriculture and Rural Development
5th floor Largo Antonio Jacinto (Ex. Largo dos Ministerios), Luanda,
B.P. 1335, Luanda, Angola
Tel: +244 912206768
Fax: +244 2 22328710
Email: FAO-AO@fao.org

Conference Venue

13. The **Belas Conference Centre** is situated on the outskirts of Luanda and close to many listed hotels.

Formalities for entry into the Republic of Angola

14. All visitors to Angola must hold valid passports. **Visas are required by all nationalities**, and visitors to Angola should obtain these beforehand at the appropriate Angolan diplomatic or consular offices abroad. **UN Laissez-Passer holders are also required to obtain visas. Residents of countries where there is no Angolan diplomatic or consular office and requiring assistance with visa arrangements should forward their names to Government Liaison Officer (see Para. 12 above).**
15. Travellers arriving in Angola from infected areas would require a valid international certificate of vaccination against Yellow Fever. The Yellow Fever vaccination card is a mandatory requirement for travellers to Angola.

Arrangements at the Airport

16. Participants are advised to provide advance notice, at least **3 weeks** prior to arrival, of the name of carrier, flight number, time of arrival and other related information to the Government Liaison Officer in Angola. This will ensure that they are properly met on arrival at the **4 de Fevereiro International Airport of Luanda** (Luanda International Airport). Participants are advised to mark their luggage clearly in order to facilitate identification. No airport tax is required either on arrival or at departure. Note that there are no regular taxis in Luanda and therefore if arrangements are not made in advance to be picked from the airport to the conference centre or hotel you may experience problems.
17. The authorities of Angola will make special arrangements for participants on their arrival (setting an Information Desk at the arrival terminal), to assist them with formalities regarding immigration, visas, customs, collection of luggage, and to provide participants with transport to their respective hotels. Similar arrangements will be made at the end of the Conference.
18. All conference participants are advised to finalize, at an early date, their return travel arrangements. Immediately on arrival in Angola, participants should contact the Travel Desk at the Conference premises for special internal visits and for the reconfirmation of their departure date and time.

Foreign exchange and banking, communication facilities, and travel/tourist office

19. There is no restriction on the amount or kind of foreign currency which may be imported to Angola. However, declaration to the customs on arrival is obligatory. It is prohibited to export (carry out) the local currency when leaving the country. The banks and FOREX bureaus will provide the necessary information on exchange rates. Information on where to change foreign currency into local currency will be provided to participants during the conference. The monetary unit is the Angolan Kwanza (AOA). At the time of going to press, the exchange rate is approximately 90 AOA to 1 United States Dollar. Credit cards and travellers cheques are not widely used in Angola, and therefore conference delegates planning to use these forms of payment may face problems. United States dollars are widely used, especially in Luanda, and can be used to pay hotel bills, meals at restaurants and make purchases in some shops.
20. Postal, telephone and facsimile services will be available at the Conference premises as well as at the Travel and Tourist Information Desk.

Medical and Health Services

21. Medical and first aid services will be available at the conference premises. Medical services could also be provided by hotels.

Hotel accommodation

22. Requests for hotel reservations should be made on the printed form appearing in Appendix A as soon as possible, by sending the original to the Government Liaison Officer in Luanda,

Angola and a copy to the Conference Secretary in Accra (see paragraph 12 above), not later than 23 April, 2010.

23. Accommodation will be available for participants and their families at the hotels listed in Appendix B, where special group rates have been negotiated for Conference participants. **It is advisable that participants stay at any one of the hotels indicated in Appendix B.** At check-in, and as customary, the hotels may require guests to present a credit card or to make cash advance payment. Please note that participants are required to settle their own hotel bills on departure, including meals, bar, tips, telephone, laundry, etc.

Registration

24. All delegates and observers are requested to register at the Belas Conference Centre, soon after arrival, so that they can be provided with identification tags. The registration desk will be open on **Saturday 1 May, 2010 from 10.00 hours to 19.00 hours.** The Conference secretariat will issue a Provisional List of Participants on the first day of the Conference. The Secretariat should be notified of any corrections or additions to this list. Only registered participants will be issued special badges, which will permit them to enter the Conference meeting venues.

Security issues

25. Security will be provided for the Conference participants at the Belas Conference Centre. However, as in all other major cities and countries, there are certain security considerations that people need to be aware and take cognisance of. It is advisable for everyone to be vigilant at all times and stay alert, especially while walking, driving or standing at the traffic lights, off ramps or at intersections. One should always be aware of one's surroundings, whether leaving the Conference area, the hotel or shopping areas. While driving in a car, items such as handbags, briefcases, purses or cell phones should not be placed in the front passenger seat or anywhere in the vehicle where they are in full view of anyone outside the car. Always ask for information (such as direction for where you would like to go) from the hotel, the Conference Secretariat Office or clearly defined information offices.

Altitude

26. Luanda is located at latitude 8° 50' south of the equator and is at sea level.

Weather

27. The dry season in Angola lasts from May through October and the average temperature in Luanda in May is 26 degrees Celsius.

Time Zone

28. The country is on GMT + 1 Time Zone (One hour ahead of GMT).

Voltage

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29. The voltage in Luanda is 220/240 volts, 50 cycles AC. Primary electrical sockets (outlets) are one of the two European standard electrical socket types: The "Type C" Europlug and the "Type E" and "Type F" Schuko. These sockets are 2 pin electrical sockets.

Customs

30. Visitors are allowed limited amounts of duty free items. Visitors carrying goods in quantities exceeding duty free allowances or prohibited or restricted goods must contact customs officer on duty immediately. All such goods must be declared. Prohibited and restricted goods among others include firearms and ammunition; pornographic materials; plants originating in infected areas; gaming machines; pure alcohol (denatured); animals or any parts of animals or animal products without the corresponding certificates; dangerous medicines or foodstuffs; fiscal or postal stamps or valuables.

Appendix A

HOTEL RESERVATION AND NOTIFICATION OF ARRIVAL FORM

1. Family Name: _____ Given Names: _____
2. Country: _____
3. Organization: _____
4. Title & Position: _____
5. Full Contact Address: _____

Telephone: _____ Fax: _____

E-mail: _____

6. Attending as: [] Delegate [] Observer [] Secretariat
7. Accompanied by spouse? [] Yes [] No. If Yes, name of Spouse: _____
8. Date of anticipated stay in Luanda: From _____ to _____
9. Arrival Details: Date _____ Time: _____
Airline and Flight No: _____ Arriving from: _____
10. Hotel accommodation desired: [] Single [] Double [] Twin [] Junior Suite
[] Senior Suite
11. Hotel Preferences (indicate names) : First Choice: _____
Second Choice _____ Third Choice: _____

NOTE: Each participant is required to complete the above form in duplicate and send one copy to each of the addresses below as soon as possible, preferably one month before the Conference, even if complete flight information is unavailable. You may fax or e-mail flight information details at a later date.

<p>The Government Liaison Officer Olinda Sobrinho Ministry of Agriculture Comandante Gika Street, P.O. Box 507 Luanda, Angola Tel : (244) 2 222 324221 Fax : (244) 2 222 320553 E- mail : olygracy@yahoo.com</p>	<p>The Conference Secretary Mr. Alhaji Jallow FAO Regional Office for Africa, P.O. Box 1628, Accra, Ghana Fax: (233-21) 7010943 / 7010944 Tel: (233-21) 7010930 / 675000 Ext. 3193 Mobile: (233) 244331746 E-mail: Alhaji.Jallow@fao.org</p>
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Appendix B – Hotels

S/N	Name of Hotel	Classification	Distance from Conference Centre	Rooms Available	Location	Normal Room Rates (US\$)	Negotiated Room Rates (US\$)	Contacts	Notes
01	Complexo Futugo II	Tourism Complex	500m	63	Futugo II	Double: \$150 Single: \$180	Double: \$100 Single: \$100	E-mail: Turibela2@Sapo.ao	
02	Pensão Fanep	3 Star Pensão	2km	29	Morro Bento	Double: \$150 Single: \$150	Double: \$100 Single: \$100	Tel: +244 923302545 Tel: +244 923601509	
03	Albergaria Ludek (Hostel)	Albergaria (Hostel)	2km	16	Morro Bento	Suite: \$300 Double: \$250 Single: \$200	Suite: \$150 Double: \$150 Single: \$150	HP-dede@hotmail.com Tel: +244 927300900	
04	Residencial Lucala	Hotel Residential 1 Star	4km	36	Benfica	Suite: \$350 Double: \$250 Single: \$200	Suite: \$200 Double: \$135 Single: \$100	E-mail: residenciallucala@gmail.com Tel: +244 933787982 Tel: +244 914775917 Tel: +244 914775999	
05	Hotel D & D	1 Star	3km	24	Benfica	Double: \$250 Single: \$220	Double: \$200 Single: \$150	E-mail: d&dhotel@hotmail.com Tel/Fax: +244 222311554 Tel: +244 923308452 Tel: +233 912517593	
06	Hotel Fleuma	1 Star	3km	19	Morro Bento	Double: \$200 Twin: \$220 Single: \$150	Double: \$180 Twin: \$200 Single: \$120	hotelfleuma@hotmail.com Tel/Fax: +244 222335536	
07	Hotel Pôr do Sol	1 Star	3km	100	Benfica	Junior Suite: \$300 Double V.Mar: \$275 Double: \$250 Single Lux: \$225 Single C.Room: \$200 Single: \$160	Junior Suite: \$250 Double V.Mar: \$220 Double: \$200 Single Lux: \$180 Single C.Room: \$150 Single: \$130	E-mail: inf@HPordosol.com Tel/Fax: +244 22006075	
08	Hotel Rosa Vall's	3 Star	2km	41	Morro Bento	Double: \$300 Twin: \$300 Single: \$250	Double: \$220 Twin: \$200 Single: \$150	E-mail: rosavalls@gmail.com Tel: +244 923424167	

09	Hotel Agatha	3 Star	3 km	135	Morro Bento	Suite: \$450 Double: \$300 Single: \$250	Suite: \$365 Double: \$240 Single: \$180	E-mail: Hotelagatha@gmail.com Tel: +244 222007008 Tel: +244 917011245 Tel: +244 935929738	
10	Complexo Turístico Vila Mar	Tourism Complex	3.5km	29	Benfica	Senior Junior: \$700 Junior Suite: \$550 Double: \$450 Single: \$500	Senior Junior: \$350 Junior Suite: \$350 Double: \$350 Single: \$350	E-mail: euliziazola-26@hotmail.com +244 923375588 (Zola) +244 927352800 (Rosario)	VIP
11	Hotel Vitória Garden's	4 Star	5km	108	Camama auto estrada	Suite: \$1000 Twin: \$400 Double: \$350 Single: \$350	Suite: \$900 Twin: \$350 Double: \$350 Single: \$300	Website: www.org-ritz.com Tel/Fax: +244 222210064 Tel/Fax: +244 222210065	VIP
12	Hotel Talatona	5 Star	2km	201	Talatona	Junior Suite: \$900 Standard Double: \$680 Executive Double: \$750 Single: \$600	Junior Suite: \$800 Standard Double: \$580 Executive Double: \$650 Single: \$500	Website: www.hotelatalotona.com Tel/Fax: +244 226424300	VIP
Total Rooms Available				801					