

2014 ReSAKSS Annual Conference

Addis Ababa · Ethiopia · 8-10 October

PROMOTING AGRICULTURAL TRADE TO ENHANCE RESILIENCE



LOGISTICS NOTE

MEETING VENUE

The 2014 ReSAKSS conference will be held in the **Mandela Hall** at the African Union Conference Center:

African Union Conference Center

Roosevelt Street, P.O. Box 3243

(Old Airport Area), W21K19

Addis Ababa, Ethiopia

Tel: (251) 11 551 77 00 | Fax: (251) 11 551 78 44

CONFERENCE TIME

The conference will begin with side events on Wednesday, October 8 at 9:00 am and is expected to conclude on Friday, October 10 at 5:30 pm .

CONFERENCE WEBSITE

For conference updates, including the latest conference program and side event schedules, please visit: www.resakss.org/2014conference. Information on the website will be available in English and French.

CONFERENCE LANGUAGE

The conference will be conducted in English with simultaneous French and Portuguese translation available during plenary sessions and some parallel sessions.

REGISTRATION AND CONFERENCE PACKETS

Conference participants should register for the conference and pick up their conference packets at the registration table in the Main Lobby of the Radisson Blu and Intercontinental Hotels on Tuesday evening, October 7, between 6:00 pm and 10:00 pm and in the morning of Wednesday October 8, between 6:00 am and 7:30 am. Conference participants staying at other hotels and participants based in Addis Ababa are encouraged to make their way to the Radisson Blu and Intercontinental Hotels during the specified times to register.



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TRAVEL

IFPRI will cover the cost of the most economical round-trip fares for sponsored participants. Arrangements will be made for an arrival on Tuesday, October 7 and a departure on Saturday, October 11, 2014 based on flight availabilities. We will also reimburse sponsored participants for other **travel-related expenses** such as visas and airport taxes.

Please mail your original receipts as well as your ticket stubs to the address below and we will process your reimbursement. Kindly note that your reimbursement will be processed **after** the conference.

IFPRI – Washington DC

c/o Ms. Lauren Gilliss

2033 K St, NW

Washington DC, 20006, USA

VISA REQUIREMENTS:

Please note that a valid passport and visa are required for entry into Ethiopia for all non-citizens except Kenya and Djibouti nationals. **All participants are responsible for obtaining their own visa.** Travelers should obtain a visa from an Ethiopian Embassy or Consulate before departure. Citizens of certain countries may also retrieve a visa upon arrival at the Bole International Airport in Addis Ababa, Ethiopia. Please see the full list of eligible countries [here](#). Holders of diplomatic or service/official passports as well as United Nations LPs will receive visas free of charge.

Please see the instructions below for applying for a visa:

- Decide whether you will apply in person at an embassy, by mail, or upon arrival at the Bole International Airport (see link above for list of eligible countries).
- Complete the online form. Print it, and either take it to the Ethiopian Embassy, mail it to the embassy, or carry it with you to the airport. Please note that two passport sized photos are required for visas upon arrival at the airport.
- Other requirements include: a passport, one recent color passport sized photo, the visa fee (20 USD), a round trip flight reservation, evidence of sufficient funds to cover the length of your stay in Ethiopia (e.g. a bank statement) and invitation letter (if applicable).
- Pay the fee by cash, credit, or check.
- Deliver the materials above to the Embassy in person or through mail, or bring them to the airport if applicable.
- Your visa will be valid for 1-90 days.



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VACCINATION

Visitors to Ethiopia must show an official health certificate at airport immigration as proof of having been vaccinated against yellow fever. Vaccination against cholera is also required for any person who has visited or passed through a cholera-infected area within six days prior to arrival in the country.

AIRPORT PICK UP AND DROP OFF

Airport pick-up and drop-off have been arranged for conference participants. Upon arrival at the Bole International Airport in Addis Ababa on October 7, you will be met and greeted by a Driver/Usher from the shuttle company, *EMW Tour and Travel*, in the arrival lobby, who will be holding a placard saying "ReSAKSS Conference". Drivers from *EMW Tour and Travel* will be on standby at the airport around the clock and will depart the airport for the hotel(s) every 30 minutes.

In the unlikely event that you are not met at the airport, please call *EMW Tour and Travel* at +251 911 378 118 and they will promptly organize your pick up. You can also call IFPRI staff members: Mr. Addis Tigabu at +251 911 963 570 or Mr. Aradom Taddesse at +251 911 711 032

Please note that for airport drop-off on October 11, shuttles will *only* depart from the Radisson Blu and Intercontinental Hotels. Conference participants staying at other hotels can arrange their own airport drop-off with their respective hotels or can travel to the Radisson Blu or Intercontinental Hotels to catch the conference airport shuttle.

SHUTTLE SERVICE TO THE AFRICAN UNION CONFERENCE CENTER

There will be a free shuttle bus service provided between the Radisson Blu and Intercontinental Hotels and the African Union Conference Center. Buses will depart from hotel lobbies of the two hotels at **7:30 am each morning** and return after the conference concludes each day. There will be no shuttle service during lunch breaks. Guests staying at other hotels can travel to the Radisson Blu and Intercontinental Hotels to catch the bus to the African Union Conference Center or they can arrange their own transportation to the Conference Center.



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MEALS

Lunch and coffee breaks will be provided from October 8-10. There will be an evening reception on October 8 as well as a conference dinner on October 9. Complementary meals at the Radisson Blu and Intercontinental Hotels will be provided to sponsored participants on non-workshop days.

CUSTOMS CLEARANCE

Anyone bringing special equipment such as professional cameras and exhibition materials must ensure that a list of this equipment—including model and serial numbers, if applicable—are sent to the conference organizers at ifpri-addisababa@cgiar.org. Equipment that is not cleared by the Ethiopian Customs Authority prior to arrival may not be allowed into the country.

Participants bringing laptops should expect a security check of these items upon arrival at the airport.

CURRENCY

The currency in use in Ethiopia is the Ethiopian Birr. Addis Ababa offers a good network of banking and foreign exchange services, including ATMs located in the Bole International Airport and the Radisson Blu, Jupiter International, Hilton and Sheraton hotels. Credit cards are widely accepted at hotels and supermarkets.

ACCOMODATION

Sponsored participants will be accommodated on a bed and breakfast basis at the Radisson Blu and Intercontinental-Addis Hotels. Please note that all bar/mini-bar bills, room service, use of hotel phone as well as other extra expenses will have to be covered by the participants themselves.

All other participants are invited to make their own reservations at any of the hotels listed below.



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Hotels	Standard Rate	Room	Contact Information
Jupiter International Hotel	\$135/night		Tel: +251 115 526 370 +251 115 527 333 Fax: +251 115 526 418 E: info@jupiterinternationalhotel.com Website
Intercontinental-Addis Hotel	\$140/night		Tel: +251 115 180 444 Fax: +251 115 540 090 E: reservation@intercontinentaladdis.com Website
Radisson Blu Hotel	\$195/night		Tel: +251 115 157 600 +251 115 157 400 Hotline: +251 922 72 85 75 Fax: +251 115 157 601 E: info.addisababa@radissonblu.com reservations.addisababa@radissonblu.com Website
Hilton Hotel	\$195/night		Tel: +251 115 518 400 Fax: +251 115 510 064 E: reservations.addisababa@hilton.com Website
Sheraton Hotel	\$280/night		Tel: +251 115 171 717 Fax: +251 115 172 727 E: reservations.addisethiopia@luxurycollection.com Website

If you would like the IFPRI – Addis Ababa office to assist you with your reservation, please send an email to ifpri-addisababa@cgiar.org with a copy to ReSAKSS2014Conference@cgiar.org with your travel dates and itinerary.

WEATHER

During October, the average high temperature in Addis Ababa is 23°C (73°F) and the average low temperature is 9°C (48°F).

SAFETY

In general, Addis Ababa is a relatively safe city. Nonetheless, as with all major cities, discretion is advised. Participants are encouraged to take the necessary precaution whenever they venture out.



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HEALTH/EMERGENCY PHONE NUMBERS

Police: 991

011-661-0505

011-661-0111

011-663-0063

Medical Emergency: 011-551-1053

MOBILE PHONES

Participants are encouraged to come to Addis Ababa with dual-band or tri-band mobile phones (900/1800/1900 MHz). Participants can buy an Ethio Telecom SIM card with pre-charged airtime for US\$10–20 upon arrival. Please note that any phone with a data plan (i.e. iPhone, BlackBerry, etc.) will not work in Ethiopia.

ELECTRICITY

Ethiopia's electrical current is 220–240 volts/50 cycles, so North American appliances will suffer damage if plugged in without a converter and/or adapter (two small round pins).

SIGHTSEEING IN ADDIS ABABA

Menelik II Square: This natural amphitheater named for Emperor Menelik II, the victor of Adawa, is the site of the annual parade to mark the 1974 revolution. The square is located outside the main gates of St. George Cathedral and is close to City Hall.

National Museum: The National Museum houses a variety of exhibits—most notably “Lucy,” the skeleton of a female hominid believed to have lived 3.5 million years ago that was discovered in northeast Ethiopia in 1974.

Mercato: The Mercato is located in western Addis Ababa and is one of the largest markets in Africa offering an array of food, clothing, jewelry, and countless other items—from livestock to computers.

VISITING OTHER PARTS OF ETHIOPIA

Below are a few suggestions of places to visit if you would like to tour parts outside of Addis Ababa before or after the conference. There are regular daily flights to each destination via Ethiopian Airlines.

- **Axum:** Ethiopia's oldest city, Axum is the site of many remarkable monolithic stone obelisks decorated to represent multi-storied buildings, complete with doors and windows.
- **Lalibela:** A medieval settlement in the Lasta area of Wallo, Lalibela lies at the center of an extensive complex of monolithic churches built for King Lalibela in the late twelfth century.



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- **Gonder:** Gonder was the seventeenth century capital of Ethiopia and is notable for its medieval castles.
- **Harar:** Harar, founded in 1520, is famous for its ancient buildings, vast city walls, and 99 mosques.

FINAL NOTE

Should you have questions or concerns prior to the conference, please contact ReSAKSS2014Conference@cgiar.org. For airport emergencies, please contact **Addis Tigabu** by mobile at +251911963570. During the conference, staff will be available at the registration area for any questions or concerns.

