

LOGISTICAL INFORMATION NOTE

For:
Regional Workshop on Tools to Implement LBSA Protocol
and
WIOSAP Regional Task Force Meeting

10 – 14 December 2018

Venue: Tivoli-Maputo Hotel, Maputo, Mozambique

Welcome Note

The United Nations Environment Programme - Nairobi Convention Secretariat welcomes you to Maputo, Mozambique to participate in the below meetings. The meetings are organized by the Nairobi Convention in collaboration with partners. The meetings will take place as follows:

Date	Meeting
<ul style="list-style-type: none"> • 10 – 11 December 2018 	Regional training workshop on utilization of monitoring tools to support the implementation of the Land Based Sources and Activities (LBSA) Protocol
<ul style="list-style-type: none"> • 12 – 13 December 2018 	Regional Task Force meeting for the project on ‘Implementing the Strategic Action Programme for the protection of the Western Indian Ocean from land-based sources and activities’ (WIOSAP)
<ul style="list-style-type: none"> • 14 December 2018 	Joint Focal Points Meeting of WIOSAP and Western Indian Ocean Large Marine Ecosystems Strategic Action Programme Policy Harmonization and Institutional Reforms (WIO LME SAPPHIRE) projects

Venue for the Meetings

The meetings will take place at Tivoli-Maputo Hotel in Maputo, Mozambique. The Hotel is located 7 Kilometers from Maputo International Airport.

Physical Address

Avenida 25 de Setembro n° 1321, 340 Maputo,
Maputo, Mozambique

Contacts

Telephone : +258 21 307 600

Email:

tivolimaputo@tdhotels.com

Bookings: bookings.tivolimaputo@tdhotels.com

Accommodation



Participants are encouraged to book their accommodation at the Tivoli-Maputo Hotel or in any of the hotels within the locale in the list below.

Visa Arrangements

Visitors to Mozambique require a visa unless they come from [visa exempt countries](#). For nationals of countries requiring visas, application of the visa can be made ahead of your departure or upon arrival to Mozambique. Visa fee is about Mozambican metical (MZN) 4000 (£50 or €58 or US\$65), if applicable (refer to the [list of countries exempt from visa fees](#)).

Applications must be made through Mozambican diplomatic or consular representatives.

All participants are advised to carry their invitation letters, recent passport (at least 6 months before expiration), yellow fever card, flight itinerary from the airline or travel agency and Copy of confirmed hotel reservation.

Flight Arrangements

UN Environment Programme will provide the most direct economy class air ticket for participants whose travel is supported by the UN, while other partners will support some of the participants as per the information in the invitation letters already shared. Please note that if you decide to upgrade your flight or extend your stay in Maputo, UN Environment will regrettably not meet any costs related to the change of your return date (tickets), including meals, accommodation and immigration procedures.

Airport Transfer and Transport to Meeting Venue

Participants are required to make their own transport arrangements from the airport to the Hotel. No transport will be provided during the meeting.

Daily Subsistence Allowance (DSA)

United Nations Environment Programme sponsored participants will be paid their daily subsistence allowance (DSA) in Maputo. The DSA will be provided in the form of cash card where possible. The sponsored participants are kindly requested to provide their **boarding passes during registration** on the first day of the meeting. DSA will be paid to only those who will have submitted their boarding passes.

Please Note: It is a **requirement** that the participants produce their boarding passes for their DSA to be paid.

The current UN DSA rate for Maputo is **USD. 237** per night. Any participant who is unable to stay for the duration of the meetings is requested to inform the Nairobi Convention secretariat as soon as possible, so that their daily subsistence allowance can be adjusted accordingly.

Registration

Participants are kindly requested to register and obtain meeting badges at the entrance of the Meeting Venue between 0830hrs and 0855hrs.

Communication

Personal phone calls will be at the personal expense of participants. Wireless internet is provided by the hotel. You can therefore access the internet for free. For more information, please contact the reception.

To call Mozambique from abroad the country code is 258 - 1 for Maputo. Maputo is served by MCEL (mobile network)

Languages

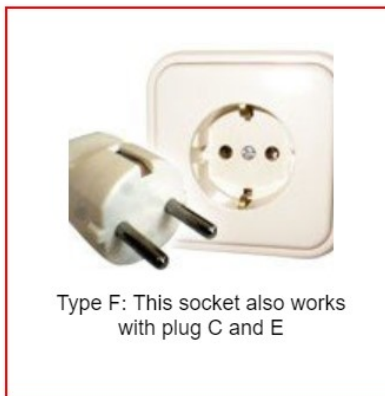
The official language in Mozambique is Portuguese. Beside this, more than 60 different dialects of Bantu languages can be found in Mozambique. English is generally spoken in hotels and beach lodges. The meetings will be conducted in English with simultaneous translation to French and Portuguese.

Weather and Time Zone

- Average temperature in Maputo in December ranges from 21°C (70°F) to 29°C (84°F)
- The average sea temperature is 26°C (78°F).
- Maputo receives an average of 120mm of precipitation in December falling across an average of 15 days.
- Maputo is UTC/GMT+2 Central African Time.
- You can obtain the current weather forecast for Maputo using the link below:
<http://www.inam.gov.mz/index.php/en/>

Electricity Supply

The standard electricity voltage in Mozambique is 220 V and the standard frequency is 50 Hz. If you travel to Mozambique with a device that does not accept 240 Volts at 50 Hertz, you will need a voltage



converter. Most sockets in Mozambique are type C, F and M (Round pin wall sockets).

You are advised to carry a power plug adapter.





Local Currency and Exchange rate

The unit of currency in Mozambique is Mozambican metical (MZN). The most accepted foreign currency is US dollars, but Euros and GBP are easily changed. The Current Exchange rates estimates are as per below. These rates are bound to change from time to time:

US\$1 = MZN 61

€1 = MZN 79

£1 = MZN 68

Credit cards

Most major credit cards (MasterCard, American Express, VISA, AMEX and Travelers Cheques) are widely accepted. In addition to credit cards, it is advisable to carry easily convertible currency in cash.

Banking hours

Banks are open from Monday to Friday between 0800hrs and 1500hrs.

Health Requirements: - Insurance

You are advised to arrange your own travel expense insurance against sickness, accident and third-party risk for the period of the meeting. United Nations Environment will not assume responsibility for any other expenditure, including the following:

- Cost incurred by the participants in respect of travel insurance, accident insurance, medical bills or hospitalization fees in connection with attending the meeting
- Any loss or damage to personal property of participants while attending the meeting or losses or damages claimed by third parties as a result of any negligence on the part of the participants
- Compensation in the event of death or disability of participants in connection with attending the meeting.

For more information, please contact:

For Technical Matters:	For Administrative and Logistical matters:
<p>Marlyn Omondi Ecosystems Division United Nations Environment P.O. Box 30552 Nairobi 00100 – Mozambique Tel: 254-20-7625730 E-mail: Marlyn.Omondi@un.org</p>	<p>Mastura Chelangat Ecosystems Division United Nations Environment P.O. Box 30552 Nairobi 00100 - Mozambique Tel: +254-20-7623238 Email: Chelangat@un.org</p>
<p>Bonface Mutisya Ecosystems Division United Nations Environment P.O. Box 30552 Nairobi 00100 - Mozambique Email: bonface.mutisya@un.org</p>	<p>Caroline Cherotich Ecosystems Division United Nations Environment P.O. Box 30552 Nairobi 00100 - Mozambique Tel: +25-20-7621910</p>



Email: Caroline.Cherotich@un.org

List of Suggested Hotels

No.	Name	Address/ Contacts	Distance from Venue	Rate in USD
1.	Tivoli-Maputo Hotel, Maputo	Avenida 25 de Setembro nº 1321, 340 Maputo, Maputo, Mozambique Phone: +258 21 307 600 Email: tivolimaputo@tdhotels.com Bookings: bookings.tivolimaputo@tdhotels.com	Meeting Venue	109
2.	Afrin Prestige	Ngungunyane Street, Nr 56 PO Box No. 2323 Maputo - Mozambique Tel.: +258 21 358 900 Cell.: +258 82 358 0001 / +258 84 358 0001 Email: prestige.reservas@aftrin-hotels.com ; fo.aftrin@aftrin-hotels.com	500 meters	107
3.	VIP Grand Maputo Hotel	Avenida 25 de Setembro, 692 Maputo, Mozambique Phone: +258 21 351 000 E-mail: hotelmaputo@viphotels.com ; hotelmaputo@viphotels.com	600 meters	150
4.	Hotel Maputo	Avenida Ho Chi Min N 110, Maputo, Mozambique Email: reservas@hotelmaputo.co.mz Phone: +258 21 361 333	750 meters	84
5.	Montebelo Girassol Maputo Hotel	Avenida Patrice Lumumba, 737/739 Maputo - Mozambique Telephone: +258 21 360 360 / 21 360 350 Email: montebelogirassol@montebelohotels.com	1.1 km	176
6.	Melia Maputo Sky, Maputo	Complexo JAT 6 – IV Rua dos Desportistas, 755 Maputo – Mozambique Email. melia.maputo@meliamoz.com Telephone. +258 20 600 397	1.1 km	152
7.	Hotel 2001	Av. Fernão De Magalhães, Maputo, Mozambique Email: hotel2001@ncabo.co.mz Phone: +258 21 308 080	1.2 km	106
8.	Hotel Monte Carlo	Av. Patrice Lumumba, Maputo, Mozambique Phone: +258 21 304 048 Email: reservas@nontecarlo.co.mz	1.4 km	67
9.	Cardoso Hotel, Maputo	Avenida Martires de Mueda 707, P.O. Box 35, Maputo, Mozambique Email: info@cardosohotel.co.mz Mobile number: +258 843119940	1.7 km	240
10	Hotel África, Maputo, Mozambique	Av. Agostinho Neto, 1103 Maputo, Mozambique Email: reservations@hotelafrica.info ; res@hotelafrica.co.mz Telephone: +258 84 333 0001/ +258 21 319 292	1.8 km	64