

SWIOFC-NC PP2

LOGISTICAL INFORMATION NOTE

Capacity Development Workshop on MSP, WIOSYMPHONY Tool, Knowledge Management and Online Data Sharing in the WIO Region

Zanzibar, Tanzania,

21 - 25 October 2024

Welcome Note

The Nairobi Convention Secretariat hosted at the United Nations Environment Programme, Nairobi welcomes you to Zanzibar to participate in the Capacity Development Workshop on Marine Spatial Planning (MSP) and Information Management in the Western Indian Ocean region. The aim of the workshop is to raise awareness of the regional MSP strategy for the Western Indian Ocean (WIO), to promote harmonisation of MSP processes between national government, local government and municipalities, and to enhance national capacities for MSP implementation.

1. Meeting Venue

The workshop will be held at **Maru Maru Hotel**.

MARU MARU Hotel Ltd.

P.O. Box 4053, 397 – 400, Gizenga Street Shangani,
Stone Town, Zanzibar, Tanzania

P: +255 24 2238516/7/8

Email: www.marumaruzanzibar.com

Contact Person during the Workshop

Mr. Ananadababu

Tel: +255 774007005

Email: operations@marumaruzanzibar.com

2. Transport to the venue

Participants should make their own arrangements from the airport to the hotel. Participants can easily catch taxis from the airport. Participants on air flights will receive terminal expenses of US\$252 to cover the airport transfers and local travel.

3. Accommodation

Participants will make their own accommodation arrangements in Zanzibar and are encouraged to book their accommodation at the venue or in hotels near the venue or in Stone

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Town. A list of just a few of the many hotels to stay in Zanzibar (Stone Town) is provided below.

4. Daily Subsistence Allowance (DSA)

The Nairobi Convention secretariat sponsored participants will be paid daily subsistence allowance (DSA) at the prevailing rate while in Zanzibar. The DSA will be provided in the form of cash card to participants. Participants who have been issued with Swiss Cards are advised to carry them.

Please Note: It is a UN requirement that the participants produce their **boarding passes** as proof of travel. The [DSA rate](#) for Zanzibar, Tanzania is US\$182 per night. Any participant who is unable to stay for the duration of the workshop is requested to inform the Nairobi Convention Secretariat as soon as possible, so that their daily subsistence allowance can be adjusted accordingly.

5. Visa Arrangement

For nationals from countries requiring visas, an application of the visa must be made ahead of your departure. UNEP will provide invitation letters to assist delegates with the application of their visas. The visa fee is about US\$100 if applicable (refer to the [list of countries exempt from visa](#) fees).

In case you have any additional costs for visas, for example, please bring the original receipt for reimbursement. Reimbursement will be made in USD and will be sent through your bank account after the meeting.

6. Entry Requirements

All participants are advised to carry their invitation letters, recent passport (valid for no less than 30 days after the expiry of your intended visit), yellow fever card, return or onward ticket.

Yellow fever certificates are required if your journey starts or passes through the yellow fever belt of Africa or South America.

7. Banking hours

Banks are open from Monday to Friday between 0800hrs to 1630hrs.

8. Languages

English and Swahili are Tanzania's official languages. The meeting will be conducted in English without interpretation.

9. Weather and Time zone

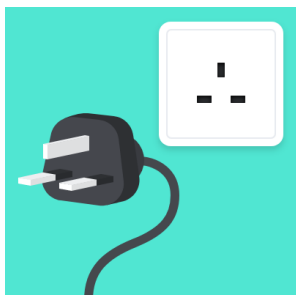
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The average temperature in October is about 27°C – 32°C in Zanzibar. The average amount of rain in the month is 100 – 150mm.

You can obtain the current weather forecast for Mombasa through this link: [Zanzibar Live Weather, Tanzania \(holiday-weather.com\)](http://Zanzibar Live Weather, Tanzania (holiday-weather.com))

10. Socket and Plug

In Zanzibar-Tanzania, the power sockets are of type G. This socket only works with plug G.



11. Credit Cards

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

12. Local Currency and Exchange Rate

The unit of currency in Tanzania is the Shilling (TZS). The Current Exchange rate is US\$ 1 = TZS 2722. The rate is bound to change from time to time. Exchanges can be done at the Forex bureaus at the airport, in town or at the local bank; a passport will be required for this.

13 Mandatory Travel Insurance

Starting 01 October 2024, all foreign travellers entering Zanzibar must possess valid travel insurance for the duration of their stay. See the notice at <http://www.visitzanzibar.go.tz/> . Travel insurance can only be obtained through [Zanzibar Insurance Corporation \(ZIC\)](#), or scanning this QR code.

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Travellers will receive a QR code before embarking on their journey to Zanzibar. The QR code above will allow you to purchase travel insurance through ZIC. The cost of the policy is **US\$ 44**. **Kindly note, unfortunately, the travel insurance expenses will not be eligible for reimbursement by the Nairobi Convention Secretariat.**

For further details and clarification, please refer to the official Zanzibar tourism website: <https://visitzanzibar.go.tz>

14 Health Requirements

UNEP - Nairobi Convention assumes that as an invited participant to the workshop, you are in good health and have no illness that might prevent you from travelling to or participating in the workshop. It is your responsibility to inform the Nairobi Convention Secretariat of any such health impediment prior to accepting the invitation to participate in the above workshop.

The Nairobi Convention Secretariat accepts no responsibility for the risks of death, illness or injury of any participant while attending the workshop. You are advised to arrange your own travel insurance against sickness, accident and third-party risk for the period of the workshop. Remember that all foreign travellers entering Zanzibar must possess valid travel insurance for the duration of their stay as per the notice at <http://www.visitzanzibar.go.tz/> and at [Zanzibar Insurance Corporation \(ZIC\)](#)

The Nairobi Convention will not assume responsibility for any expenditure on insurance, including (a) cost incurred by the participants in respect of travel insurance, accident insurance, medical bills or hospitalization fees in connection with attending the workshop; (b) any loss or damage to personal property of participants while attending the workshop or losses or damages claimed by third parties as a result of any negligence on the part of the participants; and (c) Compensation in the event of disability or death of a participant in connection with attending the workshop.

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List of the Possible Hotels to stay in **Zanzibar** (near Stone Town)

Name	Contacts	Proximity to Meeting Venue
Maru Maru Hotel	Tel: +255 774007005 Email: operations@marumaruzanzibar.com	Meeting Venue US\$90-130
The Seyyida Hotel & Spa, Boutique Hotel	Tel: +255 242 238 352 Email: info@theseyyida-zanzibar.com	US\$ 94
Golden Tulip Stonetown Boutique	+255 24 22353689 E-mail: info@goldentulipstonetownboutique.com	US\$90-100
Spice Tree by Turaco Zanzibar -	Tel: +255 779 000 141 Email : ZNZST_Res@hilton.com	US\$145
Tembo House Hotel	Tel: +255 777 413 348 / +255 779 413348 Email: reservations@tembohotel.com	US\$110
Mizingani Seafront Hotel	Tel: +255 24 223 5396 Email: reservations@mizinganiseafront.com	US\$90
The Neela Boutique Hotel Stone Town	Tel: +255 777 603 559 Email: res@neelacollection.com	US\$260
Al Johari Hotel	+255 733 711 988 / +255 672 691 122 Email : sushantkbehera@yahoo.co.in	US\$60
Serena Hotel, Stonetown	Tel: +(255) 24 22 33 567 / Tel: +(255) 77 44 40 011 Email: zanzibar@serena.co.tz	US\$195

For more information, please contact:

For Technical Matters	For Administrative and Logistical matters
<p>Mwangi Theuri Ecosystems Division United Nations Environment P.O. Box 30552 Nairobi 00100 Email: theuri.mwangi@un.org</p> <p>Eunice King'ori Ecosystems Division United Nations Environment P.O. Box 30552 Nairobi 00100 Email: eunice.kingori@un.org</p>	<p>Mastura Chelangat Ecosystems Division United Nations Environment P.O. Box 30552 Nairobi 00100 Email: chelangat@un.org</p>