UNWTO and ICAO Joint Ministerial Conference
on Tourism and Air Transport in Africa
Santa Maria, Sal Island, Cabo Verde, 27-29 March 2019

Praia, January 2019
Original: English

GENERAL INFORMATION NOTE

1. **The First Ministerial Conference on Tourism and Air Transport in Africa,** jointly organized by the **World Tourism Organization** (**UNWTO) and the International Civil Aviation Organization (ICAO),** will take place in Santa Maria, Sal Island, Cabo Verde, **on 27 - 29 March 2019** at the kind invitation of the Government of Cabo Verde. The conference is open to the participation of UNWTO/ICAO Member States, UNWTO affiliate members, invited delegations, as well as to representatives of the tourism and air transport industry.

2. VENUE OF THE CONFERENCE

The Conference will be held at:

Hilton Cabo Verde Sal Resort (Ministerial Conference)
Address: Avenida dos Hoteis, Santa Maria 4111, Sal Island
Telephone: (+238) 334 4405
Mobile: (+238) 938 3902 Rami Alsaadi
Email: caboverdesalresort@hilton.com
rami.alsaadi@hilton.com

Mélia Dunas Beach Resort & Spa (Preparatory Meetings)
Address: ZDTI Algodoeiro, Santa Maria 4111, Sal Island
Telephone: (+238) 242 2340 (Kais Mbarek)
Mobile:
Email: kais.mbarek@melia.com

3. CONTACT INFORMATION OF THE ORGANIZING COMMITTEE

Governments and other dignitaries invited by the UNWTO and ICAO Secretaries-General respectively are requested to send their replies to the following addresses at the latest on **1st March 2019**, indicating as much as possible, the composition of their delegations:

Ms Elcia Grandcourt Programme Director Regional Programme Africa World Tourism Organization Capitán Haya 42, 28020, Madrid Spain Tel.: (+34 91) 5678152 Fax: (+34 91) 571 37 33 E-mail: rdaf@unwto.org	Mr. Pedro Moreira President of National Organizing Comission Ministry of Tourism and Transport of Cabo Verde Rua Cidade do Funchal nº2, C.P. Nº 15 Praia, Cabo Verde Tel : (+238) 517 0880 Fax : N/A E-mail cmttaa@mtt.gov.cv	Mr. Boubacar Djibo Director, Air Transport Bureau International Civil Aviation Organization (ICAO) 999 Robert-Bourassa Boulevard, Montréal, Québec H3C 5H7, Canada Tel.: (+1 514) 9548219 Fax: (+1 514) 9546077 E-mail: ecd@icao.intand palawani@icao.int and caboverde@icao.int

4. REGISTRATION FOR THE CONFERENCE AND ACCREDITATION

Registration for the conference will open on **3rd December 2018** and will be carried out online. Participants are requested to complete the registration form, available on the UNWTO website at http://africa.unwto.org/event/first-unwtoicao-ministerial-conference-tourism-and-air-transport-africa-0 before **1st March 2019**.

At the venue of the conference, a registration desk will be open **one day** before the start of the proceedings. Badges will be issued at the time of registration.

5. STATUS OF PARTICIPANTS

The Government of Cabo Verde will take the necessary steps to facilitate the arrival and departure of participants invited by the Organizations, as well as their stay in Cabo Verde. Throughout their stay, participants will enjoy the privileges and immunities provided for in the Convention on the Privileges and Immunities of the United Nations specialized agencies of 1947.

6. ENTRY FORMALITIES

A valid passport is required for all visitors to Cabo Verde.

A Courtesy Visa on Arrival will be issued, in case needed, upon presentation of accreditation letter or invitation letter from the Organization of the Conference. However, delegations are advised to apply for visa at the Cabo Verdean Missions in their respective home countries.

7. TRANSPORT

The Ministry of Tourism and Transport of Cabo Verde will arrange free transport for all participants upon arrival, and departure from the airport, as well as return transport between their hotels and the meeting place. All participants are therefore, requested to register on-line at the following link giving

details of their arrival and departure: http://africa.unwto.org/event/first-unwtoicao-ministerial-conference-tourism-and-air-transport-africa-0

8. AIRPORT TAXES

The Government of Cabo Verde will assume all the costs related to the airport taxes.

9. RECEPTION AT THE AIRPORT

Reception and information desk will be operated from both VIP and normal arrival lounges and assist participants in immigration formalities, baggage collection, coordinate transport and transfers to the hotel.

10. ACCOMMODATION

The delegates are requested to make their own arrangements directly by contacting their chosen hotel. Please, consult below the list of the recommended hotels and by doing the booking, specify that you will be attending the UNWTO/ICAO First Joint Ministerial Conference on Tourism and Air Transport in Africa in Santa Maria, Sal Island

List of Hotels proposed by the Ministry for Tourism, Transport and Ministry of Maritime Economy of Cabo Verde. **The first two hotels listed below show the negotiated prices for the Conference.

Hotels	Room Type	Price USD	Information Tel / Fax / Mail	Distance from the venue of the conference
Hilton Cabo Verde Sal Resort 5 Star	Double	298	Tel: (+238) 334 4405 Email: caboverdesalresort@hilton.com	0
	Single	275		
****Melia Dunas Beach Resort and Spa –All inclusive 5 Star**	Suite- 2bdr	232	Tel: (+238) 242 2340 Email: kais.mbarek@melia.com	5 min 2.9 km
	Double	209		
	Single	170		
Riu Funana –All inclusive 5 Star	Double	195 - 216	Tel: (238) 242 9062 Email: palace.caboverde@riu.com	1 min 500 m
	Single	---------		
Riu Palace 5 Star	Double	250	Tel: (238) 242 9062 Email: palace.caboverde@riu.com	1 min 750 m
	Single	---------		
Melia Tortuga –All inclusive 5 Star	Villa 4bdr	766-1213	Tel: (+238) 242 2920 Email: santiago.goncalez@melia.com	4 min 2.5 km
	Suite -2bdr	263-348		
	Suite-1bdr	250-270		
Oasis Salinas Sea 4 Star	Double	----------	Tel: (+238) 242 2300 Email: carlos.santos@oasisatlantico.com	1 min 750 m
	Single	----------		
Oasis Atlantico Bel Horizonte 4 Star	Bungalow	174 -200	Tel: (+238) 2421045 Email: filipe.nazare@oasisatlantico.com	1 min 600 m
	Double	200		
Hotel Morabeza 4 Star	Suite	340-408	Tel: (+238) 242 1020 Website: www.hotelmorabeza.com	3 min

Hotels	Room Type	Price USD	Information Tel / Fax / Mail	Distance from the venue of the conference
	Double	204-258	Email: info@hotelmorabeza.com	1.2 km
	Single	115-143		
Hotel Dunas do Sal 4 Star	Double	250	Tel: (+238) 242 9050 Email: mailto:geral@hoteldunasdesal.com Has promotional Code for 15% discount	1 min 650 m
	Single	170		
Halos Aparthotel 4 stars	Classic suite 2	108 - 170	Tel: (238) 242 1900 Email: ciriaco.cabral@gmail.com	1 min 750 m
	Classic suite 3			
	Premium suite			
	Premium suite 2			
	Premium suite 3			
Hotel Sobrado 4 stars	Standart	90 - 150	Tel: (238) 334 .2600 Email: infol@hotelsobrado.com	5 min 1.9 km
	Confort			
	Deluxe			
	Junior Suite			
Odju DÁgua	Double	---------	Tel: (+238) 242 1414 Email: contabilidade@odjodagua-hotel.com	5 min 2 km
	Single	---------		
Complexo Turístico Pontão 3 Stars	Standart	80 - 100	Tel: (238) 242 80 60 Email: ctpontao@cvtelecom.cv	4 min 1.6 km
	Superior			
Hotel Da Luz 3 stars	Standart	80 - 160	Tel: (238) 242 11 38 Email: hoteldaluz@hotmail.com	5 min 2.1 km

11. HEALTH REQUIREMENTS

Cabo Verdean Ministry of Health requires all travelers coming from countries endemic to Yellow Fever to produce proof of vaccination at border posts.

12. WORKING LANGUAGES

The working languages of the conference will be English, French and Portuguese. The documents will be prepared in English and French, and simultaneous interpretation will be provided in English, French and Portuguese.

13. SOCIAL PROGRAMME

Official opening Dinner and Farewell Cocktail.

14. CURRENCY REGULATIONS

The Unit of currency is the Cape Verdean Escudo. Exchange rates to Euro is approximately 1 Euro for *CVE 110.265. Currently 1 Dollar is approximately equivalent to CVE 96.62*

15. CLIMATE

The average temperature in Cabo Verde in the month of March ranges from *18ºC* minimum to 24ºC maximum.

16. LOCAL TIME

The time in Cabo Verde is GMT-*1*.

17. BUSINESS AND SHOPPING HOURS

Public offices open from *08:00 to 15:00* (Monday to Friday).

While businesses are open from *08:00 to 18:00 (Monday to Saturday)*

Banks are open 08:00 to 15:00 (Monday to Friday). Most internationally recognized currencies can be exchanged at commercial banks, hotels and international airports. Major credit cards are accepted in most hotels, restaurants and shops.

18. INFORMATION ON THE WEBSITE

For further information on the conference, please refer to UNWTO/ICAO websites:
http://africa.unwto.org/event/first-unwtoicao-ministerial-conference-tourism-and-air-transport-africa-0