



## GENERAL LOGISTICAL INFORMATION

### Steering Committee Meeting Global Partnership for Effective Development Cooperation 25-26 July 2013, Addis Ababa, Ethiopia

#### 1. Date

The Third Steering Committee Meeting of the Global Partnership for Effective Development Cooperation will be held on Thursday 25 and Friday 26 July 2013.

#### 2. Venue

The event will take place in the Medium Conference Hall at the African Union Conference Centre, Roosevelt Street, Addis Ababa

#### 3. Registration and Delegation

Please register your participation on the **attached Pre-registration form** indicating your departure and return date and flight details if already known, by **Monday, 1 July 2013** by email to [claire.condon@oecd.org](mailto:claire.condon@oecd.org); [charumbiran@africa-union.org](mailto:charumbiran@africa-union.org); [ADOUJY@africa-union.org](mailto:ADOUJY@africa-union.org); [AmachilangF@africa-union.org](mailto:AmachilangF@africa-union.org).

#### 4. Requirements to enter Ethiopia

Participants are required to obtain **visa** from the Ethiopian Embassy in their respective countries. If you require assistance or a visa upon arrival please send your flight details and passport information to [AmachilangF@africa-union.org](mailto:AmachilangF@africa-union.org); [charumbiran@africa-union.org](mailto:charumbiran@africa-union.org); [ADOUJY@africa-union.org](mailto:ADOUJY@africa-union.org) and [meron.tamrat@undp.org](mailto:meron.tamrat@undp.org).  
**Important Note:** A valid yellow fever certificate is required.

#### 5. Accommodation

The following hotels have been recommended by the African Union Commission. More information and pricing can be found on the document entitled 'Hotels and Rates - Addis'.

- Sheraton Hotel : +251 11 517 17 17; [www.sheratonaddis.com](http://www.sheratonaddis.com)
- Hilton Hotel: [Hilton.addis@ethionet.et](mailto:Hilton.addis@ethionet.et)
- Radisson Blu Hotel +251 11 515 7600
- Intercontinental Addis Hotel: [www.intercontinentaladdis.com.et](http://www.intercontinentaladdis.com.et)
- Jupiter Hotel [info@jupiterinternationalhotel.com](mailto:info@jupiterinternationalhotel.com); [www.jupiterinternationalhotel.com](http://www.jupiterinternationalhotel.com)
- Ghion Hotel: Reservation contact – Mr. Kebede +251 91 121 55 13
- Churchill Hotel, [churchillhotel@ethionet.et](mailto:churchillhotel@ethionet.et)

## 6. Airport Transfer

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Participants are asked to make their own arrangements, however most hotels provide airport shuttle services.

## 7. Transportation

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Taxis are available throughout the day at the African Union Conference Centre and at hotels. Prices should be negotiated. The usual price from the Sheraton to the African Union Commission is about 200 birr (an equivalent of US\$10).

## 8. Additional Information

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### ❖ **Weather**

July falls in the wet season and is characterised by fairly wet and humid weather with temperatures between 10°-18° Celsius or 50°-65° Fahrenheit.

### ❖ **Voltage**

From 220V single phase up to 220/380 V

### ❖ **Currency**

The official Ethiopian currency is Birr (ETB). The exchange rate of USD 1 is equivalent to approximately ETB 18.6 (as of 27 May 2013).

### ❖ **Language**

The official language is Amharic, the other most widely spoken language is Oromo. English is the most commonly spoken foreign language.

### ❖ **Local time**

The time zone in Ethiopia is East Africa Time (GMT +3)

### ❖ **Telecommunications**

Ethiopia's telephone country code: +251

### ❖ **Health Requirements**

A valid yellow fever certificate is required.