



Information about logistics for participants of the F2F DDLGN

Pemba, Mozambique, 15th–19th June 2015

Location:

Pemba is the capital city of the north-eastern Mozambican province of *Cabo Delgado*, one of the three provinces where SDC partners implement projects, and from where field visits will start. The f2f will take place within the AVANI Hotel (<http://www.avanihotels.com/pemba/>), the only hotel in Pemba having the capacity to host such event.

Flights:

Pemba can be reached with direct flights from Johannesburg (South Africa), Nairobi (Kenya), Dar Es Salaam (Tanzania) or Maputo (Mozambique). The Mozambican company LAM (Linhas Aéreas de Moçambique) operating the mentioned three last routes is however currently on the blacklist of the EU. The “Bundesreisezentrale” therefore recommends not to use LAM if possible. It is **advised to rather book flights for the route Johannesburg – Pemba, operated by South African Airways (SAA)** (<https://www.flysaa.com>).

South African Airways (SAA) fly from Johannesburg to Pemba and back **once a day, except on Tuesdays and Sundays** (hence not on 14th of June, the day before the F2F). It operates smaller jets than the long-route flights.

For all these reasons, **it is strongly advised to book flights as quickly as possible**, to guarantee an available and timely seat and participation to the F2F. Neither the Swiss Cooperation Office (COOF)/Embassy in Mozambique nor the DDLGN can take responsibility for late bookings.

Visa:

All nationalities (except nationals from SADC countries <http://www.sadc.int/>) require a Visa to enter Mozambique. There are no visas available on arrival. All Visas have to be requested in advance at the Mozambican diplomatic representation responsible in/for your respective country.

An official letter of invitation will be sent by SDC COOF Mozambique to each confirmed participants in the first half of April 2015, and the Mozambican Ministry of Foreign Affairs will be informed. Those who however need such invitation letter at earlier stage, please directly contact Ms. Claudia Antonio Nalite, Assistant/Secretary to Head of Mission, E-mail: claudia.nalite@eda.admin.ch, phone: +258 21315 275 / +258 21360 500.

Vaccination:

- **Vaccination against Yellow Fever is required (and certificate of vaccination to be presented at Entry).**
- Vaccination against Rabies and Malaria prophylaxes are recommended.
- Basic vaccination requirements apply as usual (Hepatitis A +B, Poliomyelitis, Tetanus).

Costs:

Please note that Mozambique is *de facto* an expensive country, especially since extractive industries' activities have been raising the prices and put a huge demand on the hotels. The Cooperation office had hard negotiations with the hotel to bring down the costs and to agree on a

reasonable hotel package, thanks to the size of the F2F and its combination with the previous OSA regional social accountability workshop.

The DDLGN will cover all costs related to the workshop itself (conference rooms, material, field visits, contracts with external resource and logistic persons), all lunches and coffee breaks from 15th to 19th of June 2015 for all participants, as well as one welcome reception and a one joint dinner.

For all remaining costs each participant will have to settle payments directly with the hotel. They should be covered by your respective unit's credit line, like for any other duty trip. Costs include for example:

- Accommodation (including breakfast) of CHF 190/night. This is an already discounted price negotiated with the hotel and within the limit of the 2015 FDFA rules for duty trips; Pemba is an economically booming region and prices therefore
- Dinners, except 1 joint dinner as mentioned above;
- Other food and drinks (e.g.: minibar) not covered by the F2F package;
- Individual Internet connection (an Internet connexion will be provided in the main conference room):
- Laundry services, phone calls, faxes, etc.;
- Touristic arrangements;
- Any other costs or costs occurred outside of the dates mentioned.

Registration:

Please register for this workshop **latest by 29th of March 2015** by filling the **Registration Form**.

Click [here](#) to access the registration form.

For any immediate questions related to travel, costs or registration you may contact:

Ms. Christa ROMAGNINI (RRC)

Assistant to the Focal Point DDLGN

SDC Headquarters

christa.romagnini@eda.admin.ch

Phone: +41 58 462 12 50

Or, if not available:

Mr. Benoît MEYER-BISCH (MEYBE)

Programme Coordinator for Governance

SDC East and Southern Africa Division

benoit.meyer-bisch@eda.admin.ch

Phone: +41 584 25 04 52

Mr. Sven STUCKI (STUSV)

Head of Governance

SDC Cooperation Office Mozambique

sven.stucki@eda.admin.ch

Phone: + 258 21 36 05 04 ext. 304

As mentioned above, **please book your flights as quickly as possible from now**. After the registration process is completed, you will be provided with an E-mail address where to send your flight details.

Security:

Please consult the attached security advisory note and check the FDFA travel advice for Mozambique short before departure for the most recent information:

<https://www.eda.admin.ch/eda/en/fdfa/representations-and-travel-advice/mozambique/travel-advice-mozambique.html>.

Touristic arrangements:

For participants who want to explore Pemba and/or the rest of Mozambique on a private basis after the event, it might be possible that a couple of tour operators will be invited in the hotel one evening after the F2F's official programme. Touristic arrangements are the private responsibility of each participant, and neither the SDC COOF/Embassy in Mozambique nor the DDLGN will treat any touristic request.