



INTERNATIONAL CIVIL AVIATION ORGANIZATION

ICAO SEMINARS/WORKSHOPS (ADDIS ABABA, ETHIOPIA)

1. AVIATION SYSTEM BLOCK UPGRADES (ASBU), 17-19 NOVEMBER 2014; AND
 2. AFRICAN FLIGHT PROCEDURE PROGRAMME (AFPP), 20-21 NOVEMBER 2014
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ATTACHMENT B - INFORMATION BULLETIN¹

1. Venue of the Seminars/Workshops

- 1.1 The Seminars/workshops will take place at the United Nations Economic Commission for Africa (UN-ECA) premises.
- 1.2 The contacts of the organizers at the Ethiopian Civil Aviation Authority are:

Tel: +251 11-665 0200
Fax: +251 11 665 0281
Web Site: www.ecaa.gov.et
Email: caa.airnav@ethionet.et / civilaviation@ethionet.et

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Phone: + 251 11 665 0265; Mobile +251 911 20 1267
Fax: +251 11 665 02 81
E-mail: shimeleskibreab@gmail.com

Other Contacts : Mr. Debebe Girma
Phone: +251 911 42 1438
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Fax : +251 11 665 0281
Mr. Melaku Gossaye
Phone: +251 921 57 1657; +251 912 11 9400
E-mail : melaku0077@gmail.com
Fax : +251 11 665 0218

2. Language

- 2.1 The Seminars/Workshops will be conducted in English language.

3. Opening Session

- 3.1 The opening session of the Seminars/Workshops will take place on Monday, 17 November 2014 at 09h00 hrs at the United Nations Economic Commission for Africa premises (Conference Room 2) where subsequent sessions will also be held.

¹ The ESAF Regional Office makes its best effort to provide information to participants in order to facilitate their stay in Addis Ababa, Ethiopia, and participation at the event(s) to which they are invited. However, ICAO or its employees shall not be liable for any consequences arising from the use of information or views expressed in this bulletin, including but not limited to any loss or damage resulting from decisions taken on the basis of the information and associated views; or for any inaccuracies, omissions or errors it may contain.

4. Registration

4.1 In addition to submission of completed forms on line, the registration of participants will take place at the site of the Seminars/Workshops on Monday, 17 November 2014.

5. Transportation

5.1 Transport will be made available to participants from the hotel to the Seminars/Workshops Venue.

6. Weather and Clothing

6.1 The average minimum temperature in November in Addis Ababa is 22 degrees Celsius with a maximum of 27 degrees Celsius. It will be sunny and windy in early parts of the day, a bit warm in the day and windy and cooling in the night. Normal clothing is advisable during the Seminars/Workshops.

7. Entry Visa for Ethiopia

7.1 The following countries are granted an Ethiopian Visa at Addis Ababa Bole International Airport on payment of requisite visa fees (USD 20 or Euro 17).

Argentina	Finland	Japan	Portugal
Australia	France	Korea Republic	Russian Federation
Austria	Germany	Kuwait	Slovakia
Brazil	Greece	Mexico	South Africa
Canada	India	Netherlands	Thailand
China	Ireland	New Zealand	North Korea
Czech Republic	Israel	Norway	Spain
Denmark	Italy	Poland	Sweden
Switzerland	United Kingdom	United States of America	

Ethiopian Visa Requirements:

7.2 Your passport should be valid for a minimum of six months and have at least two blank pages. Seminars/Workshops participants coming from countries other than the ones listed above should obtain Ethiopian Entry Visa from the Ethiopian Embassy found in their own country or from a nearby Ethiopian Mission. Nevertheless, if a participant from such countries wishes to get visa on arrival at the airport, he/she is expected send in good time an application to Ethiopian Civil Aviation Authority Contact Person in order expedite the approval process from the Immigration and Nationality Affairs Main Department.





8. Health

8.1 Participants are informed that a valid certificate of vaccination against yellow fever is required especially for those coming from yellow fever infection areas. The participants should ensure that they have applied for valid health insurance coverage of any medical care during their staying in Ethiopia.

9. Banking System

9.1 The basic unit of currency is Birr; there are coins of 5,10,25,50 and 1 Birr. The notes are issued in Denominations of 1, 5, 10, 50 and 100 Birr.

The Birr exchange rate:

	Buying	Selling
 CAD	17.7127	18.0670
 EUR	25.2	25.7070
 GBP	31.7020	32.3360
 USD	19.9233	20.3218

NB: These exchanging rates are subject to revision from time to time.
There are private and government banks close to the venue and in the airport.

10. Hotels

10.1 Participants are requested to make their own hotel reservation. A list of recommended hotels is **Annex 1**.

10.2 A map to the United Nations Economic Commission for Africa premises is at **Annex 2**.

11. Additional information

11.1 Included for your information is a document entitled: the **Ethiopian Protocol on Ebola Outbreak in West Africa** issued by the State, at **Annex 3**.

LISTS OF HOTELS

No	Lists of Hotels	AMOUNT SINGLE \$	AMOUNT DOUBLE \$	FAX	Tel/E-mail/Website address
1	Capital Hotel And Spa	King standard USD130 .00	USD 155.00	+251 116622697	+251 11 667 21 00 e-mail : info@capitalhotelandspa.com reservation@captalhotel.com web site : www.capitalhotelandspa.com
2	Jupiter International Hotel	Flat rate USD140.00		+251 552 6418	+251 11 552 73 33 reservations@jupiterinternationalhotel.com info@jupiterinternationalhotel.com www.jupiterinternationalhotel.com
3	Bole Ambassador Hotel	Rack Rate USD 120.00 Corporate rate USD 80.00	Rack Rate USD 140.00 Corporate rate USD 95.00	+251 116187096	+251 11 618 82 84/81 +251 11 651 35 21 www.boleambassadorhotel.com e-mail info@boleambassadorhotel.com
4	Friend Ship International Hotel	USD 115.00	USD 115.00	+251 116670201	+251 11 6 67 02 02 e-mail Info@friendshiphotel.com.et www.friendshiphotel.com.et
4	Kaleb Hotel	Rake Rate USD 130.00 Corporate Rate USD 80	Rake rate USD 150.00 Corporate Rate USD 105	+251 116622213	+251 662 22 00---12 e-mail reservation@kalebhotel.com desta.negussie@kalebhotel.com www.kalebhotel.com
5	Harmony Hotel	Single Standard twine USD 147.00 Sheba Queen USD 147.00	Double standard twine USD 177.00 Sheba Queen USD177.00	+251 11618 29 10	+251 11 618 31 00 e-mail Info@harmonyhotelethiopia.com www.harmonyhotelethiopia.com
6	Hilton Hotel	USD 266.00		+251 11 55 29 582	251 11 517 00 00 e-mail tewodros.bayou@Hilton.com www.addisababa.hilton.com

No	Lists of Hotels	AMOUNT SINGLE \$	AMOUNT DOUBLE \$	FAX	Tel/E-mail/Website address
7	Dreamliner Hotel	USD 80.00	USD 100.00	+251-11-467 40 01	+251 -11-467 40 00 Mobile +251-911 24 07 51
8	Intercontinental Hotel	King Deluxe Room (standard) USD 117.00	USD 143.00	+251-11 5505066 Fax: +251 115540 090	+251 11 5505066 Mobile +251 911459494 www.intercontinentaladdis.com Tel: (+251) 115 180 444. • Airport shuttle is available
9	Kz Hotel	USD 65.00	USD 75.00	+251-11 6185138	+251-116621677/614836 kzhotel08@yahoo.com
10	Radisson Blu Hotel	Standard room USD 146.00	-----	+251 115157 601	events.addisababa@radissonblu.com www.radissonblu.com
11	Elilly Hotel	Standard Hotel USD 150	-----	Fax: +251 115 58 5200	Tel: +251 115587777 Mobile: +251 922728318 info@elillyhotel.com www.elillyhotel.com

NB: Participants are advised to make shuttle transport arrangements' with the hotel during reservation.



Annex 3

Ethiopian Protocol on Ebola Outbreak in West Africa

As early detection and containment of suspected cases is the key to prevent introduction of the disease into currently unaffected countries. Ethiopia started the implementation of the following activities to prevent the introduction as well as to prepare for proper management of cases in case the diseases introduced. All the activities being taken by Ethiopia is based on WHO recommendations.

1. Ethiopia did not stop flights to West Africa and did not ban travel from and to affected countries. Ethiopian Airlines is operational on daily basis to Nigeria, Congo DRC, Senegal and other unaffected countries like Ghana, Mali, and Togo etc.
2. Screening of travellers is being implemented at the country of origin and in Addis Ababa. Therefore, all passengers travelling on any carrier from the above countries will be screened for temperature using infrared thermometers at Bole International Airport, Addis Ababa.
3. Passengers who have high temperature (38°C) will further be seen by a trained Doctor at the airport for the risk of Ebola exposure based on the standard (WHO and CDC) Ebola case definition. If no risk the person is allowed to go. If low risk the person will be allowed to go but with advise and continuous follow up by health team. If the person is of high risk he/she will be quarantined and pre-designated Ebola Isolation Centre in Addis Ababa. The laboratory result will determine for the person to or not.

4. All passengers who come to Ethiopia will be asked to fill their detailed information while on board based on the standard format developed and distributed by the Ministry of Health. The screening team at Airport will collect the filled format from the passengers.
5. Passengers who are transiting through Addis Ababa and who Ethiopian Airlines reserve Hotels for are obliged to stay only in Hotels that are reserved.
6. All passengers from affected or at high risk countries, who enter Ethiopia will be tracked and checked for their health status on a daily basis for at most 21 days by trained health workers.
7. People who will enter Ethiopia through major land crossings will also be subjected to screening for temperature. Those who have high temperature (38°C) will further be seen by a trained Doctor for the risk of Ebola exposure based on the standard (WHO and CDC) Ebola case definition. If no risk, the person is allowed to go. If low risk, the person will be allowed to go but with advise and continuous follow up by health team. If the person is of high risk, he/she will be quarantined and pre-designated Ebola quarantine centre at the nearest health facility.

YOUR COOPERTION IS HIGHLY APPRECIATED.

Federal Democratic Republic of Ethiopia
Ministry of Health

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