



ICAO

**ICAO Safety Intelligence and Safety Performance Management Workshop
(Addis Ababa, Ethiopia 18 – 22 September 2023)**

INFORMATION BULLETIN¹

1. Venue

1.1 The ICAO Safety Intelligence and Safety Performance Management Workshop in the ESAF Region will take place at the **Ramada By Wyndham Addis**, in Addis Ababa, Ethiopia from 18 -22 September 2023.

1.2 The contacts of the ESAF Office are:

Eastern and Southern African (ESAF) Office
New Office Facility, Block 4, South wing, Ground floor
United Nations Office at Nairobi, Limuru Rd., Gigiri, Nairobi, Kenya
Mail: P.O. Box 46294, 00100 GPO, Nairobi, Kenya
Tel.: +254 20 7622 395, 7622 396
Fax: +254 20 7621 092, 7623 028
E-mail: icaoesaf@icao.int
Web-Site: <http://www.icao.int/esaf>

1.3 The contacts for the meeting Office are:

| ICAO ESAF Office Contacts | |
|---|--|
| Mr Zewdu Aregawi Regional Officer, Safety Implementation ICAO ESAF Office Coordinating the Workshop Tel. +254 20762 2397 Email: ZAregawi@icao.int | Ms. Zimmerman Ruviana Associate Analysis Officer, ANB/IAA ICAO ANB Coordinating the Workshop Tel. +14389284091 Email : rzimmerman@icao.int |
| Ethiopia Civil Aviation Authority Contacts | |
| Mr Yonas Tesfaye Senior Airworthiness Inspector Ethiopian Civil Aviation Authority Bole International Airport Tel: +251116650224 Cel: +251911449129 Email: yontesf@gmail.com | |

2. Registration

2.1 Registration of participants will take place on Monday 18 September from **08.00am to 08:45am** at the **Ramada By Wyndham Addis Hotel**.

¹The Civil Aviation Authority – Ethiopia makes its best effort to provide information to participants in order to facilitate their stay in Addis Ababa and participation at the event(s) to which they are invited. However, the CAA 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.

3. **Opening session:**

3.1 The official opening of the Workshop will take place on Monday 18 September 2023 at **09:00am**.

4. **Working Language, Instruction and Documentation**

4.1 The Workshop will be conducted in the English language only. Translation and interpretation facilities will not be available. The Workshop will be paperless. Accordingly, participants are required to bring their own portable computers/laptops for access.

5. **Transportation**

5.1 **From the Airport**

Taxis are available from the Airport to the city centre and nearby hotels and the fare is normally between 300 to 700 birr.

Taxi Service Call Centre Contact Address:

1. Feres Taxi, 6090 or 011-558-5869/ 011-558-5870
2. Ride Taxi, 8294
3. The Lucy Taxi, 343 or +251-993-822-529/+251-966-117-812
4. Pick Pick Taxi, 6111
5. Taxiye Taxi, 6055
6. Zay Ride Taxi, 6303
7. Go Green Taxi, 6621

5.2 **To the Meeting Venue**

Participants will make their own arrangements for Transport from hotels to the Workshop venue and back.

6. **Hotel Information**

6.1 Participants are requested to make their own hotel reservations and a list of recommended hotels, lodges and guest houses near the venue is attached at the end of this bulletin.

7. **Entry Visa**

While all travellers arriving in Addis Ababa should have a valid passport, Ethiopia entry Visas are not required for nationals from some countries. Participants are therefore advised to ascertain whether or not they are exempt from the Ethiopian entry visa requirements at the respective Ethiopian Embassies /High Commission. In applying for the visa, it is advisable to produce the letter of invitation from ICAO, together with other documents which may be required by the High Commission or Embassy. All participants coming from countries in which there are Ethiopian embassies or consulates are strongly advised to obtain their Ethiopian visas prior to arrival in Ethiopia or are advised to apply for e-visa online using www.evisa.gov.et 72 hours prior to arrival.

8. **Health**

Ethiopia COVID-19 entry regulations/requirements is lifted effective 28 October 2022 .However, please note the following prohibited activities and duties imposed:

- 8.1 It is prohibited for any person who knows he is infected with Corona viruses to enter the country.
- 8.2 Any person showing COVID-19 symptoms has the duty to appropriately wear face mask, get self-test or test at health facility and follow and implement General COVTD 19 preventive measures if tests positive.
- 8.3 Any COVID-19 positive person shall isolate himself either at home or health facility according to the severity of the illness until declared recovered by a health professional.
- 8.4 Presentation of a valid **yellow fever certificate** at the point of entry is required for persons who originate from or have travelled to States where yellow fever is described by the World Health Organization (WHO), as endemic. For more information participants may wish to visit the World Health Organization (WHO) website <https://www.passporthealthusa.com/vaccinations/yellow-fever/> for information on Ethiopia.

9. Weather and Local Time Information

Weather - Ethiopia is mostly covered by the Ethiopian Highlands and generally has a climate cooler than other countries in the same region. Addis Ababa, the capital city is situated at a high altitude of around 2,400 m (7,874 ft). The average annual temperature in Addis Ababa is 16 °C (60.8 °F), with daily maximum temperatures averaging 20–25 °C (68.0–77.0 °F) throughout the year. The overnight temperature is generally low averaging 5–10 °C (41.0–50.0 °F).

9.1 Ethiopia local time is GMT+3.

10. Local Currency and Foreign Exchange Rates

The Currency of Ethiopia is Birr. It is divided into 200, 100, 50, 10, 5, 1 bank notes and 1, .50, .25, .10, .05, .01 cents. One United States Dollar is approximately equivalent to 55.07 Birr (Differs on daily basis).

10.1 Major Banks have a cash dispenser (ATM), accepting Visa and Master Card.

10.2 Foreign currencies can be exchanged at the banks.

10.3 Banking Hours – Banks are open from 8:00AM to 5:00PM from Monday to Saturday.

11. Telephone

11.1 Worldwide direct connections are available, using the international code or telephone operator as necessary. From outside Ethiopia, dial 251 followed by the area code (for landline numbers) and the required number.

11.2 Telecommunication service - Ethio-Telecom and Safaricom Ethiopia are the telecommunication service providers in Ethiopia.

12. Security

12.1 Ethiopia is considered a very safe destination, but nevertheless, visitors are advised to take the following general precautions:

- (a) Do not leave your personal belongings unattended in public places.
- (b) Avoid carrying large sums of money with you.
- (c) Avoid displaying expensive jewellery and valuables whilst sightseeing.
- (d) At night, avoid deserted or poorly lit places.

12.2 It is advisable to check with the hotel reception regarding security within the surrounding areas. It is also advisable to use taxis or transport arranged by the hotel reception to visit shopping complexes, to go sightseeing or travel for any other purpose.

INTERNATIONAL CIVIL AVIATION ORGANIZATION (ICAO)

A LIST OF RECOMMENDED HOTELS IN ADDIS ABABA, ETHIOPIA

| Hotel | Rates | Address/Location | E-mail | Telephone | Distance to Meeting Venue |
|-------------------------------|------------------------------|---|--|---|----------------------------------|
| Ramada By Wyndham Addis | \$119 | 2 km from Bole International Airport | www.ramadaaddis.com eden.melese@ramadaaddis.com | +251116393939 +251-980-636-086 | Venue Hotel |
| Best Western Plus Pearl Addis | \$70 | 2 km from Bole International Airport, Cameroon Street BL 03721, Addis Ababa, 40183 Ethiopia | marketingmgr@bwpearladdis.com | +251 93 091 9191 | Drive –10 mins Walk –18 mins |
| AMBASSADOR HOTEL | \$60 | Cameroon street, Bole Sub City, Wereda 03, Bole road opposite to Millennium Hall | reservation@ambassadorhotelethiopia.com info@ambassadorhotelethiopia.com mm@ambassadorhotelethiopia.com | +251116188284 +251118296364 +251-116-188-281 | Drive– 5 mins Walk –10 mins |
| SAROMARIA HOTEL | \$70 | 2.8km from Bole International Airport, Bole Medhanialelem, Cameroon Street, | reservation@saromariahotel.com info@saromariahotel.com stay@saromariahotel.com | +251 116672167/68 | Drive–4 mins Walk –8 mins |
| MOMONA HOTEL | \$50Std Single \$60Deluxe | Bole Road 3 Mints drive from the International Airport | reservations@momonahotel.com | +251-116- 672201/07/09 | Drive – 5 mins Walk – 4 mins |
| SAPPHIRE ADDIS HOTEL | \$75Std Single \$80Deluxe | Namibia Avenue, Bole Sub City, Wereda 03, Bole Medanialem toward Urael road Next to Sheger Building. | info@sapphireaddishotel.com marketing@sapphireaddishotel.com | +251 116 39 39 07 | Drive – 6 mins Walk – 13 mins |
| AZZEMAN HOTEL | \$60Std Single | 3 km from Bole International Airport, Namibia Street, Bole, Addis Ababa, Ethiopia | GM@AZZEMANHOTEL.COM | +251116393131 | Drive – 6 mins Walk – 15 mins |
| FRIENDSHIP HOTEL | \$60Std Single | 3.1 km from Bole International Airport, Africa Avenue, Opposite to Alem Bldg, about 200m Inside, | marketing@friendshiphotel.com.et | +251-11-667-02-02 | Drive– 4 mins Walk – 7 mins |
| Golden Tulip | \$115Deluxe | 1.6Km from Bole International Airport, Cameroon Street, Bole ADDIS ABABA, Ethiopia | reservations@goldentulipaddisababa.com | +251 116 183333 | Drive – 5 mins Walk – 10 mins |
| JUPITER INT. HOTEL (BOLE) | \$75 | Bole Road 4 Mints drive from the International Airport | INFO@JUPITERINTERNATIONALHOTEL.COM | +251116616969 | Drive – 6 mins Walk – 10 mins |

Note: The above rates are as of August 2023 and are subject to change by the hotels without notice.