



**ICAO Regional Seminar on the Carbon Offsetting and Reduction
Scheme for International Aviation (CORSA)
(Eastern and Southern Africa, Western and Central African Regions)**

(Johannesburg, South Africa: 10-12 April 2018)

INFORMATION BULLETIN

1. Venue:

The seminar will be convened from 10-12 April 2018 in Johannesburg, South Africa, hosted by the South African Civil Aviation Authority.

The event will take place at the following venue:

Emperors' Palace
64 Jones Road
Kempton Park
Johannesburg, South Africa

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2. Opening Session/ Registration:

Registration of participants and collection of the name tags will take place on 10-12 April 2018 from 07:00am to 08:45am at Emperors Palace. The official opening of the seminar will take place at 09:00am.

3. Working Language:

The country has 11 official languages. English is the preferred language for corporate business, including at most conference centres and also with tourists.

The Workshop will be conducted in the English Language but translation will be done from English to French and vice versa.

Seminar material will **ONLY** be provided in electronic format. Accordingly, participants are required to bring their own portable computers/laptops configured with Microsoft Windows operating system.

4. Hours of Business:

The official working hours in South Africa are 08:00 am to 16:30 pm from Mondays to Fridays and 09:00 am to 12:30 pm on Saturdays. Saturday afternoons and Sundays are treated as non-corporate time and the banks are closed.

5. Transport:

Peak hour traffic in the Johannesburg/Airport area is to be taken into consideration when planning transportation.

Taxis are available from the airport to the hotels and the fare is normally between R400 - R500. However, it is advisable to agree on the fare before getting into the vehicle. Enquiries may be made at the airport information desks/counters upon arrival.

6. Hotel Information:

Participants are requested to make their own hotel and shuttle reservations. A list of recommended hotels/lodges around the O.R Tambo International Airport area is attached at the end of this bulletin.

7. Entry Visa:

Participants are requested to apply for visas well in advance from South Africa High Commissions or Embassies, which will be issued upon the presentation of documentation showing that the applicants are designated representatives to a particular ICAO related meeting to be held in the Johannesburg area. No visas will be issued upon arrival. Please visit our Home Affairs website for more information;

<http://www.dha.gov.za/index.php/immigration-services/apply-for-a-south-african-visa>

Some countries are exempt from requiring Visas.
See <http://www.southafrica.info/travel/>

8. Health:

Participants must ensure they take out travel insurance (including health) from their home country for the duration of their stay in Kempton Park/ Johannesburg.

Vaccination - Presentation of yellow fever certificate at the point of entry is required for the following African countries – Angola, Benin, Burkina Faso, Burundi, Comoros, Central African Republic, Chad, Congo – DRC, Ivory Coast, Ethiopia, Gabon, Ghana, Gambia, Guinea Bissau, Guinea Equatorial, Kenya, Liberia, Mali, Mauritania, Mozambique, Niger, Nigeria, Somalia, Congo, Rwanda, São Tomé e Príncipe, Senegal, Sierra Leone, Tanzania, Togo, Uganda.

For some African countries Malaria vaccination requirements are also to be confirmed.

9. Weather and Local Time Information:

Annual Weather Averages. January is the hottest month in Johannesburg with an average temperature of 21°C (69°F) and the coldest is June at 10°C (50°F) with the most daily sunshine hours. The wettest month is January with an average of 130mm of rain.

South Africa local time is GMT+2 (UTC). It is fixed across the country.

10. Local Currency and Foreign Exchanges Rates:

The official currency is the South African Rand (ZAR).

The current exchange parity rate as at February 2018 is:
0,084US Dollar (subject to change on a daily basis)

Exchange is easily available in the banks and exchange agencies. Credit cards are accepted in most establishments. Most shops and hotels accept Visa Cards.

11. Telephones:

World-wide direct connections are available, using the international code or telephone operator if necessary. From abroad dial +27 (country code) followed by required number.

There are 4 mobile operators in South Africa: MTN, Vodacom, Cell C and Virgin Mobile. A sim card can be bought at a relatively small fee at various locations, such as cell phone shops and supermarkets. However, the sim card must be registered with the Regulation of Interception of Communications and Provision of Communication-Related Information Act (RICA) before it can be activated. A passport is required in order to register the sim card.

12. Electrical Supply

The electrical outage is 220/240 V at 50 Hz. The plugs are three round pins (big), the earth being 28 mm (1¹/₈ inches). These are used almost exclusively in South Africa, Lesotho and Swaziland.

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A LIST OF RECOMMENDED HOTELS IN AND AROUND JOHANNESBURG

Hotel	Physical Address	Telephone	Email Address	Website
Peermont Mondior Hotels	64 Jones Rd, O.R. Tambo, Kempton Park, 1620	+27 11 557 0557	info@peermont.com	http://www.peermont.com/hotels/mondior
Emperors Palace	64 Jones Road, Kempton Park Johannesburg, South Africa	+27 (0)11 928 1000	info@emperorspalace.com	http://www.emperorspalace.com/contact/contact-details
Southern Sun – OR Tambo International Airport	Airport Grounds, Jones Road, O.R. Tambo International Airport, Kempton Park GPS Coordinates 26°8'4.78" S 28°13'35.69" E	+27 11 977 3600 +27 11 461 9744 0861 44 77 44	ssortambo.reservations@tsogosun.com	https://www.tsogosun.com/southern-sun-or-tambo-international-airport
Garden Court OR Tambo International Airport	2 Hulley Rd, Isando, Kempton Park, 1619	+27 11 392 1062	gcortambo.reservations@tsogosun.com	https://www.tsogosun.com/garden-court-or-tambo-international-airport?chebs=gl-hotel_garden-court-or-tambo-international-airport&utm_source=google&utm_medium=businesslisting&utm_campaign=hotel_garden-court-or-tambo-international-airport
Premier Hotel O.R. Tambo	73 Gladiator St, Rhodesfield, Kempton Park, 1631	+27 11 393 8000	info@premierhotels.co.za	https://www.premierhotels.co.za/hotels/gauteng/johannesburg/or-tambo-airport/
Protea Hotel by Marriott O.R. Tambo Airport	Corner of York & Gladiator Streets, Rhodesfield, Kempton Park Johannesburg 1619 South Africa	+27 11 977 2600	https://www.marriott.com/marriott/contact.mi	http://www.marriott.com/hotels/travel/jnbor-protea-hotel-o.r.-tambo-airport/

Hotel	Physical Address	Telephone	Email Address	Website
City Lodge Hotel OR Tambo International Airport	OR Tambo International Airport, OR Tambo Airport Rd, O.R. Tambo, Johannesburg, 1627	+27 11 557 2600 0800 11 37 90	info@clhg.com clort.resv@clhg.com	https://clhg.com/hotels/152/City-Lodge-Hotel-OR-Tambo-International-Airport
Town Lodge Johannesburg Airport	R2/305 Herman Street, Harmelia Ext 2, Germiston, Johannesburg, 1613	+27 11 974 5202	tlairport.resv@clhg.com	https://clhg.com/hotels/235/Town-Lodge-Johannesburg-Airport
InterContinental Johannesburg O.R. Tambo Airport	O R Tambo Airport, 1 O R Tambo Airport Rd, O.R. Tambo, Johannesburg, 1619	+27 11 961 5400	reservations@icairport.com	https://www.ihg.com/intercontinental/hotels/gb/en/johannesburg/jnbhc/hoteldetail?cm_mmc=GoogleMaps-ic-ZAEN-jnbhc