



## **COUNTRY INFORMATION**

1. **HOST**

Nigerian Civil Aviation Authority Aviation House,  
Nnamdi Azikiwe International Airport (NAIA), Abuja.

2. **CONTACT PERSONS**

(i) **Mrs Oyetoun Adegbesan**

Deputy General Manager (*Economic Regulation & Facilitation*)  
Nigerian Civil Aviation Authority  
Tel (Cell): +2348055093614, +2348166184373  
Email: [Oyetoun.adegbesan@ncaa.gov.ng](mailto:Oyetoun.adegbesan@ncaa.gov.ng)

(ii) **Mr. Abbas Abdul-Rahman**

Special Assistant to the Director General  
Nigerian Civil Aviation Authority  
Tel (Cell): +234- 8032917021, +2348023672730  
Email: [Abbas.abdulrahman@ncaa.gov.ng](mailto:Abbas.abdulrahman@ncaa.gov.ng)

3. **LANGUAGE**

The meeting will be conducted in English and French.

4. **MEETING VENUE**

The venue for the meeting will be Transcorp **Hilton Hotel**, 1 Aguiyi Ironsi Street, Maitama, Abuja.

5. **REGISTRATION**

Registration for the meeting will be done online at the designated ICAO website and at the meeting venue from 0800 hours on 16<sup>th</sup> of May 2022.

6. **ENTRY VISA**

Entry visas are required by participants except for Citizens of Economic Community of West African States (ECOWAS) member States.

- Participants who require visa should, therefore obtain their entry visas from the nearest Embassy/High Commission maintained by the Government of Nigeria.

- **Participants wishing to obtain visas on arrival should visit:**

<https://portal.immigration.gov.ng/VisaArrivalProgram/freshVisaOnArrivalProgram>

Participants experiencing any difficulty on this should please **email their passport biodata page to [Oyetoun.adegbesan@ncaa.gov.ng](mailto:Oyetoun.adegbesan@ncaa.gov.ng)** and copy [Abbas.abdulrahman@ncaa.gov.ng](mailto:Abbas.abdulrahman@ncaa.gov.ng) **on or before the 30<sup>th</sup> of April 2022.**



## **Seventh AFI Aviation Week, 16 to 20 May 2022, Abuja Nigeria**



ICAO

*Please note that for visa on arrival, participants are to indicate that visa will be received at the airport of arrival not the embassy.*

### **7. TRANSPORTATION**

Transportation will be available for participants from Abuja airport to the recommended hotels upon arrival in Abuja. Participants are advised to forward their flight itineraries to the contact persons. Bus shuttles from the recommended hotels to and from the meeting venue would be provided during the five (5) day period of the event. Participants who stay in non-recommended hotels will be required to make their transportation arrangements.

Transportation will also be available for participants arriving at the Murtala Muhammed International Airport (MMIA), Lagos to the Domestic airport(s) for their onward journey to Abuja Domestic airport.

### **8. LOCAL CURRENCY AND FOREIGN EXCHANGE RATES**

The currency in Nigeria is the Naira. The official exchange rates for the main currencies as at 22<sup>nd</sup> of February 2022 are:

Official Rates:

- 1 USD = ₦419
- 1 GBP = ₦553.04
- 1 EURO = ₦465.09
- 1 CFA = ₦0.72 (₦720 to CFA1000)

### **9. BANK SERVICES**

Travelers' cheques can be cashed at the commercial banks. International credit cards (Visa, Diners Club, MasterCard, and American Express) are accepted at most of the selected hotels.

### **10. HEALTH SERVICES**

Medical services are of high standards and most international prescription drugs are readily available through retail pharmacies. It is advisable that participants take out personal medical insurance for the duration of the trip. Malaria prophylactics are especially advised.

### **11. COVID-19 GUIDELINES**

Country requirements and Travel Protocols with regards to COVID-19 pandemic may change due to the dynamic nature of the virus.

Participants who are fully vaccinated for COVID-19 will be required to complete the health questionnaire on the Nigerian International Travel Portal <https://nitp.ncdc.gov.ng> and generate a Permit-To Fly/QR Code pre-departure.



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Participants who are partially vaccinated or un-vaccinated for COVID-19 would also be required to be in possession of a negative PCR Test result conducted within 48 hours of date of departure, complete the health questionnaire on the Nigerian International Travel Portal <https://nitp.ncdc.gov.ng>, pay for Day 2 and Day 7 post-arrival COVID-19 PCR Test and generate a Permit-To Fly/QR Code pre-departure.

Participants are advised to check the website for updated requirements COVID-19 requirements at <https://nitp.ncdc.gov.ng/guidelines> before travel.

In case participants are experiencing any difficulty on this, please **send an email to** [wilfred.haggai@ncaa.gov.ng](mailto:wilfred.haggai@ncaa.gov.ng) and copy [Abbas.abdulrahman@ncaa.gov.ng](mailto:Abbas.abdulrahman@ncaa.gov.ng)

### **12. WEATHER**

Abuja temperatures are between 31 to 35 degrees Celsius during this period. Comfortable clothing is advised.

### **13. ELECTRICITY**

The electricity is 220-240 Volts using the type G adapter (rectangular three-pin plug).

### **14. AIRPORT DEPARTURE TAX**

Airport taxes are normally included in the cost of air tickets.

### **15. HOTEL RESERVATIONS**

Participants are advised to make their reservations directly with the hotels. Confirmed hotel reservations and travel itineraries should be forwarded to the contact persons:

Mrs O. Adegbesan at Email: [Oyetoun.adegbesan@ncaa.gov.ng](mailto:Oyetoun.adegbesan@ncaa.gov.ng) and

Mr. Abdulrahman at Email: [Abbas.abdulrahman@ncaa.gov.ng](mailto:Abbas.abdulrahman@ncaa.gov.ng) at least one week prior to the meeting in order to arrange transportation on arrival. **Participants are advised to stay in one of these recommended hotels.**

**7th AFI WEEK AT THE TRANSCORP HILTON ABUJA  
FROM 16TH TO 20TH MAY 2022**

HOTELS	CLASSIFICATION	ROOM TYPE(S)	RATES	ADDRESS	CONTACT PERSON - PHONE NUMBER/ EMAIL	DISTANCE TO TRANSCORP HILTON
<b>Transcorp Hilton Hotel</b>	5 Star Hotel		<b>Single Occupancy</b>	1, Aguiyi Ironsi, Street, Maitama, Abuja, 900001, Nigeria	<b>Daniel.</b> +234 803 596 7797  <u>Email:</u> <a href="mailto:yinka.babaoye@ncaa.gov.ng">yinka.babaoye@ncaa.gov.ng</a>	<b>Meeting Venue</b>
		Standard Room	₦90,000			
		King Executive Room	₦188,745			
		Business Suite	₦242,896			
		Royal Suite	₦272,791			
<b>Fraser suites</b>	4. Star Hotel	Studio deluxe	₦141,000	294 Leventis Close, Central Business District, Abuja	<b>Osakwe Janet</b> +2347061654782  <u>Email:</u> <a href="mailto:Janet.osakwe@frasershospitality.com">Janet.osakwe@frasershospitality.com</a>	4.1km 7 mins
		Studio executive	₦141,000			
		One bedroom deluxe	₦211,000			
<b>Treasure Suites &amp; Conference</b>	5 Star Hotel	Executive Room	₦60,000	Plot 66 1 <sup>st</sup> Avenue Shehu Shagari Way CBD opp Federal High Court	<b>Chand Ram</b> +2349075371569 Email: gm@treasures.ng	3 mins walk from the host hotel.
		Deluxe Room	₦65,000			
		Royal Room	₦80,000			
		Executive Twine	₦75,000			
		Presidential Suite	₦150,000			
<b>Stratton Hotel</b>	3 Star Hotel	Executive Suite	₦68,740	Bola ige close, Muhammadu Ribadu street, off Shehu Shagari way, Asokoro, Abuja.	<b>Chiamaka</b> +2348035756828 Email: <a href="mailto:reservations@strattonhotelsasokoro.com">reservations@strattonhotelsasokoro.com</a> .	3.4km 10 mins
		Junior Suite	₦77,440			
		Executive Suite	₦98,363			
<b>Royalton Hotel</b>	3 Star Hotel	Standard Room	₦25,000	10 Gongola street, Garki, Abuja	<b>Jane Abiodun</b> +2349152694315 Email: sales@royaltonhotels.com.ng	6.5km 12 mins
		Deluxe Room	₦30,000			
		Executive Room	₦45,000			

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<b>Caledonian Suites</b>	4 Star Hotel	Standard Deluxe	₦40,000	21 Usuma St, Maitama 900271, Abuja	<b>Ben Chidi Onwuzu</b> +2348037233063 Email: <a href="mailto:bennychidi@caledoniansuites.com">bennychidi@caledoniansuites.com</a> <a href="http://www.caledoniansuites.com">www.caledoniansuites.com</a>	1.0km 5 mins
		Caledonian Deluxe	₦50,000			
		Superior Deluxe	₦55,000			
		Diplomatic Suite	₦75,000			
		Business Luxury Suite	₦85,000			