



SAT/10- IP/01
11 October 2001

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
WESTERN AND CENTRAL AFRICAN OFFICE, DAKAR**

**TENTH MEETING FOR THE IMPROVEMENT OF AIR TRAFFIC SERVICES
OVER THE SOUTH ATLANTIC (SAT/10)**

(Dakar, Sénégal, 12 - 16 November 2001)

INFORMATION BULLETIN

1. Organization, Site and Dates

The SAT/10 Meeting will be held at the Hotel Méridien Président, located at the “Pointe des Almadies”, Dakar, Sénégal, from 12 to 16 November 2001.

2. ICAO Western and Central African Office

The ICAO Western and Central African Regional Office is located at 15 Boulevard de la République at the Third floor of the building.

Telephone number : (221) 839 93 93
Fax : (221) 823 69 26
AFTN : GOOVICOX
Sitatex : DKRCAYA
E-mail : [icaodkr@icao.sn/](mailto:icaodkr@icao.sn)
icaodkr@telecomplus.sn

3. Languages

The meeting will be conducted in English and French languages.

4. Opening Session

The opening session of the SAT/10 Meeting will take place on Monday 12 November 2001 at 1000 hours.

Subject to confirmation by the Meeting, the daily work schedule will be as follows:

Monday : 1000 - 1430 hours
Tuesday, Wednesday and Thursday: 0900 - 1430 hours
Friday: 1000 - 1430 hours.

5. **Registration**

The registration of participants will be held at the SAT/10 registration desk near the Conference Room of the Hotel Méridien Président on 12 November 2001 at 0900hours.

6. **Secretariat of the Meeting**

Mr..... , Regional Officer ATM (RO/ATM) from the ICAO WACAF Office will be the Secretary of the Meeting. Regional Officers in the CNS and ATM fields from the ICAO EUR/NAT, WACAF and Lima Offices will assist him.

7. **Passport and VISA requirements**

VISA is required for citizens from certain countries. To this effect, delegates are kindly requested to complete the formalities in advance in order to obtain entry VISA from any Country's Embassy, prior to departure.

Delegates who anticipate difficulties with the immigration procedures should contact the ICAO Western and Central African Office for assistance.

8. **Exchange Rate**

The currency used in Sénégal is the Franc CFA (1 FF = 100 FCFA) .Preferably, the exchange of money should be made in banks or authorized places.

9. **Lodging**

A list of selected hotels in Dakar is enclosed at Attachment B.

For convenience, they are lettered in relation to the map of downtown Dakar at Attachment C.

The hotel rates quoted are subject to confirmation when making reservations.

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