

**Regional Workshop on Aircraft Accident and Incident Investigation  
(AIG) within AFI States  
Cotonou, Benin from 12 to 15 November 2019**

**WORKSHOP BULLETIN**

**1. Organiser:** ICAO/ANAC-BENIN

**2. Registration process**

Registration of participants will take place on Tuesday, November 12, 2019 from 8:00 am to 9:00 am at Palais des Congrès

**3. Opening session**

The opening of the training will take place on Tuesday, November 12, 2019 at 9:00 am in the conference room at Palais des Congrès.

**4. Location of the training course**

NB: The location of the training course is subject to change.

For further information on the location of the training or hotels, please contact the focal points at the addresses below.

- **DANSOU Elysée**

E-mail: [dansouelysee@gmail.com](mailto:dansouelysee@gmail.com) or [e.dansou@anac.bj](mailto:e.dansou@anac.bj)

Tel: (+229) 96 11 11 22 23 / 95 20 30 92

- **ABLET Marlène**

E-mail: [m.ablet@anac.bj](mailto:m.ablet@anac.bj) or [marleneablet@gmail.com](mailto:marleneablet@gmail.com)

Tel: (+229) 95 05 42 80

**5. Working language**

The proceedings will be conducted in French and English.

**6. Geography**

Located in West Africa, between Nigeria in the east and Togo in the west, Benin has 121 km of coastline with sandy beaches bordered by coconut palms and has Niger and Burkina Faso as its northern neighbours. The territory extends in length over more than 700 km. Its surface area is 113,440 km<sup>2</sup> with a population of about 10,000,000 inhabitants.

**7. Language spoken in Benin**

There are more than a hundred (100) dialects spoken in Benin.

The official language is French. Many Beninese also speak English, German, etc.

Fon and Dendi are the 2 main national languages commonly spoken in the South and North.

**8. Passports and Visas**

**ECOWAS and UEMOA** nationals may enter Benin freely, **without a visa**, with a valid passport or national identity card.

All Africans entering Benin must be in possession of a valid passport and are exempt from the requirement for an entry visa to Benin.

For nationals of other States, visas can be obtained online at [www.evisa.bj](http://www.evisa.bj)

**For any concerns related to entry visas to Benin, please contact Mr.**

- ABENI Théodore: [theodabefr@gmail.com](mailto:theodabefr@gmail.com) Tel: (+229) 95 55 97 82.
- AGBANDOU Cadnel: [c.agbandou@anac.bj](mailto:c.agbandou@anac.bj) or [aaklam@gmail.com](mailto:aaklam@gmail.com)  
Tel: (+229) 94 15 75 00

## **9. Health**

A valid yellow fever vaccination certificate is required.

Participants must also ensure that they have applied for valid health insurance to cover all medical care during their stay in Benin.

## **10. Temperature**

The average temperatures are between 25°C and 28°C, but can go up to 34°C and down to 22°C.

## **11. Electricity** (voltage: 220V, adapters etc.)

The French electrical sockets are those used in Benin. It is therefore necessary to provide adapters when your electrical outlets are different from the French ones.

## **12. Telephone / Fax / Photocopy / Internet**

Hotels and the event venue have free wifi networks. Photocopying equipment will be available at the training site at the secretariat provided for this purpose.

## **13. Transportation**

Transportation from the airport, hotel and training venue will be provided by the organizing committee. Special shuttles will be available.

A fleet of taxis exists to do your shopping in the city. Call "Benin Taxi" at the toll-free number **130** for your travel. Prices vary between 1000 FCFA (1.5 €) and 5000 FCFA (8 €) per trip and depending on the area.

## **14. Emergency numbers**

Emergency police: 166

Fire brigade: 118

## **15. Banking services**

The currency used in Benin is the FRANC CFA. All banking institutions in Benin have a currency exchange office.

Some banks are located in the arrival terminal and others not far from the training site. They are open continuously from 8am to 4pm from Monday to Friday inclusive and for some banks on Saturday mornings until 1pm. There are coins of 5, 10, 25, 25, 50, 100, 100, 200, 250 and 500 FCFA. Tickets are issued in denominations of 500, 1000, 2000, 5000 and 10 000 FCFA.

The exchange rate of the FCFA is:

- 1 Euro (€) (European currency) for 655,957 FCFA (about 656 FCFA).
- 1 Dollar (\$) (American currency) between 550 and 650 FCFA.

## 16. Hotels

Please find attached the list of recommended hotels and rates. The rates indicated are to be confirmed at the time of booking. Below is a profile view of the geographical location of hotels in relation to the location of the training. We recommend that participants contact the hotels directly for room reservations and make a copy to the organizing committee at the following addresses:

- ABENI Theodore: [theodabefr@gmail.com](mailto:theodabefr@gmail.com)
- AGBANDOU Cadnel: [c.agbandou@anac.bj](mailto:c.agbandou@anac.bj), [aaklam@gmail.com](mailto:aaklam@gmail.com).

LIST OF HOTELS			
N°	NAME AND ADDRESS OF THE HOTEL	DISTANCE FROM THE WORKSHOP LOCATION	NEGOTIATED RATES
1	<b>GOLDEN TULIP THE DIPLOMAT ****</b> N°90 rue 12.017 Boulevard de la Marine <a href="http://www.goldentulipldiplomatecotonou.com">www.goldentulipldiplomatecotonou.com</a> Email: <a href="mailto:info@goldentulipldiplomatecotonou.com">info@goldentulipldiplomatecotonou.com</a>	15 mn by vehicle	Classic Queen Room - single: 77 966 FCFA Superior Queen Room - single: 110 169 FCFA Junior Suite - single: 174 153 FCFA Golden Suite - single: 262 712 FCFA Overnight tax: CFAF 1,000 <i>These prices are exclusive of VAT (VAT = 18%)</i>
2	<b>AZALAI HOTEL DE LA PLACE</b> Tel: +229 21 31 72 00 Fax: +229 21 31 72 69 Email: <a href="mailto:hoteldelaplage@azalaihotels.com">hoteldelaplage@azalaihotels.com</a>	25 mn by vehicle	Standard room with city view: 69 500 FCFA Standard room with sea view: 79 500 FCFA Overnight tax: CFAF 1,000
3	<b>BEST WESTERN PLUS MOBILA AIRPORT HOTEL ****</b> Avenue Jena Paul II Cotonou Airport Email: <a href="mailto:reception@bwplusnobilaairportohotel.com">reception@bwplusnobilaairportohotel.com</a> Tel: +229 21 30 42 52 / 97 96 40 00 <a href="http://www.bwplusnobilaairportohotel.com">www.bwplusnobilaairportohotel.com</a>	20 mn by vehicle	Standard luxury room: 56 000 FCFA VIP room: 62 000 FCFA Super VIP room: 66 000 FCFA Continued: 119,000 CFA francs Prices include breakfast Overnight tax: CFAF 1,000
4	<b>BENIN ROYAL HOTEL *****</b> Tel: + 229 21 32 32 79 29/09/18 Email: <a href="mailto:c.commercial@beninroyalhotel.com">c.commercial@beninroyalhotel.com</a>	20 mn by vehicle	Single privilege room: 60 000 FCFA Prestige single room: 70 000 FCFA Luxury suite (01 room + living room): 125 000 FCFA Luxury suite (02 rooms + lounge): 180 000 FCFA Prices include breakfast Overnight tax: CFAF 1,000
5	<b>MEDITERRANEEN HOTEL ***</b> 908, Boulevard Bon Pasteur Tel: +229 61 62 62 62 62 62 / 61 63 63 63 63 Email: <a href="mailto:hotelmediterraneen@yahoo.fr">hotelmediterraneen@yahoo.fr</a>	20 mn by vehicle	Standard room: 38 000 FCFA Prestige room: 38 000 FCFA Double room with 2 double beds: 60 000 FCFA Junior suite: 71 000 FCFA Family suite: 80 000 FCFA Senior Suite: 100,000 The overnight tax is included in the prices
6	<b>IBIS HOTEL</b> Address: Boulevard de la Marina, 08, Cotonou, Benin Tel: +229 21 30 30 56 77	20 mn by vehicle	Classic single room: 54 680 FCFA Classic double room: 61 360 FCFA The overnight tax is included in the prices
7	<b>HOTEL VILLA LES ORCHIDEES</b> Tel: (+229) 24002323 // 61412020 // 63172727 <a href="http://www.villalesorchidees.com">www.villalesorchidees.com</a> <a href="mailto:contact@villalesorchidees.com">contact@villalesorchidees.com</a>	20 mn by vehicle	Classic single room: 49 000 FCFA Classic double room: 55 500 FCFA Standard single room: 55 000 FCFA Standard double room: 61 500 FCFA Superior single room: 65 000 FCFA Double superior room: 71 500 FCFA Delux single room: 75 000 FCFA Double Delux room: 81 500 FCFA Simple / double suite : 129 500 FCFA. Tax: CFAF 1,000

**Note:** A shuttle bus will provide transportation for participants from the above listed hotels to the training location. Pickup schedules will be communicated upon arrival of participants.