

African Preparatory Meeting for the 7th Session of the Meeting of the Parties to AEW A (Pre-MOP7)

12 – 14 September 2018, Royal Swazi Spa Hotel, Ezulwini Valley, Eswatini

Participant Information Sheet

CONTACT DETAILS / ORGANIZATION TEAM

Swaziland National Trust Commission (SNTC):

Mr Thulani Methula

Director of Parks

Office tel.: +268 2416 1489; +268 2416 1179

Mobile: +268 7606 3660

Email: thulani.methula@sntc.org.sz

Mr Teddy Dlamini

Programmes Officer

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Mobile: +268 76485917

Email: teddy.dlamini@sntc.org.sz

UNEP/AEW A Secretariat (Germany):

Ms Evelyn Moloko

Coordinator of the AEW A African Initiative

Office tel.: +49 228 815 2479

Mobile: +49 151 145 713 86

Email: evelyn.moloko@unep-aewa.org

Ms Birgit Drerup

Programme Assistant AEW A African Initiative

Office tel.: +49 228 815 2412

Email: birgit.drerup@unep-aewa.org

VISA REQUIREMENTS

Eswatini: The host government will kindly provide entry visas upon arrival at King Mswati III International Airport to all duly registered international meeting participants who require one. Written confirmation from the host government will be provided to participants in due time.

South Africa: Most international participants passing through Johannesburg's O.R. Tambo International Airport will **require an entry visa for South Africa** (unless they are nationals of visa-exempt countries), as per information from the South African immigration authorities. This applies to travelers whose baggage is not checked through, i.e. who are required to check out their baggage and check it in again at O.R. Tambo airport; in most cases this applies to all travellers who are not travelling on a single air ticket but on multiple tickets (that is, if your air ticket indicates more than one ticket number). Where in doubt, please contact the UNEP/AEW A Secretariat. As per information from the South African immigration authorities, these travelers will need to collect their baggage in the arrivals zone, check it in again and undergo a security check. If you are required to check out and check in again at O.R. Tambo International Airport both during the outbound and return journey, you will require an entry visa for both the outbound and return journey.

Please note that entry visas to South Africa **will not be provided on arrival** at O.R. Tambo International Airport and that participants are responsible for making arrangements for obtaining their entry visa for South Africa. **Applications for South African visas should be submitted no later than 4 weeks before the date of departure.**

Requirements for processing entry visas for South Africa differ from country to country and are subject to change. The UNEP/AEW A Secretariat therefore strongly recommends that you enquire with the nearest South African mission or consulate whether or not you need to apply for a visa and provide them with detailed information about your travel itinerary, indicating multiple air tickets, for informed advice.

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

Countries exempt from visas: <http://www.dha.gov.za/index.php/immigration-services/exempt-countries>

List of South African missions abroad: http://www.dirco.gov.za/foreign/sa_abroad/index.htm

Please note that a **yellow fever certificate** is required for your visa application if the journey starts or passes through the yellow fever belt of Africa.

The following documents are required for visa applications to South Africa (requirements might vary therefore please verify with your nearest South African mission or consulate):

- A passport or travel document valid for no less than 30 days after the expiry of your intended visit. Whilst technically a minimum validity of 30 days is sufficient, some immigration officials still request that a passport should have at least 6 months validity on the date of entry to South Africa. To avoid problems at the airport on arrival we recommend you meet this requirement.
- Your passport must have at least one unused page for entry / departure endorsements;
- A completed Form BI-84 (application for a visa);
- Payment of the prescribed fee (if not exempt);
- A yellow-fever vaccination certificate (if required);
- Statement and/or documentation confirming the purpose and duration of your visit (the Eswatini host government invitation and Secretariat note verbale will confirm this);
- Two colour passport photographs;
- A return or onward ticket if you are travelling by air;
- Proof of financial means to pay for your living expenses while in South Africa (in the case of sponsored delegates, the Eswatini host government invitation and Secretariat note verbale will confirm this).

MEETING VENUE & HOTEL

Royal Swazi Spa Hotel

Old Mbabane Manzini Road

Ezulwini, H106

Private Bag, Ezulwini

Tel +268 2416 5000

Website: <https://www.suninternational.com/royal-swazi-spa/>

Situated in the Ezulwini Valley, the Royal Swazi Spa Hotel is some 70 km (about a 60-minute drive) from Manzini Airport (SHO-King Mswati III International): The hotel features 149 rooms, conference facilities, restaurants, bars, a casino and a golf course. All rooms come with air-conditioning, satellite TV and tea-and-coffee making facilities. Each en suite bathroom is equipped with a hairdryer and complimentary toiletries.

For sponsored participants, the organizers will arrange for accommodation at the Royal Swazi Spa Hotel.

Self-sponsored participants are requested to make their own hotel booking. The UNEP/AEWA Secretariat has negotiated a preferred group rate of **SZL 1, 759** (single room including breakfast) for all AEWA Pre-MOP7 participants staying at Royal Swazi Spa. To enjoy this preferred rate for your booking please make your booking **by latest 24 August 2018** indicating the below booking reference:

Booking reference: UNEP0918

Booking contact:

Ms Liniah Masina

Email: Liniah.masina@suninternational.com

Tel.: +268 2416 5512

Ms Bongekile Fakudze

Email: bongekile.fakudze@suninternational.com

Tel.: +268 2416 5274

MEALS & PER DIEMS

Sponsored participants: On 12, 13 and 14 September 2018, all three meals will be provided by the organizers. In addition, you will receive an allowance (per diem) paid in the form of a MasterCard value cash card to cover incidental costs in connection with your participation in the meeting. These cash cards can be used like standard debit/credit cards which can be used for cash withdrawals at MasterCard ATM machines and over-the-counter payments (detailed information will be provided).

On the arrival and departure days (11 and 15 September for most participants, and any additional days as applicable), please make your own meal arrangements. For these days, you will receive a higher per diem, in order to cover your expenses for meals.

Self-sponsored participants: Accommodation at the Royal Swazi Spa Hotel includes breakfast. Lunch will be offered by the host government on 12, 13 and 14 September. For any other meals, please make your own arrangements.

For any special dietary requirements, please inform Birgit if you have not already done so (birgit.drerup@unep-aewa.org).

TRANSFER FROM AND TO THE AIRPORT

The host government will provide return transport between King Mswati III International Airport (SHO – also referred to as Manzini Airport) and the Royal Swazi Spa meeting hotel.

Participants will be met by drivers provided by the Swaziland National Trust Commission (SNTC) who will display the AEWA Pre-MOP7 meeting and will be waiting immediately outside the arrival/baggage hall.

In case your flight is delayed, please inform the Swaziland National Trust Commission at:

Mr Thulani Methula: Mobile: +268 7606 3660

Mr Teddy Dlamini: Mobile: +268 7648 5917

Self-sponsored participants requiring airport transfer:

Please inform the organizers (birgit.drerup@unep-aewa.org), by latest 3 September 2018 of your arrival and departure times at/from King Mswati III International Airport in order to enable us to arrange for your airport pick-up and drop-off.

CURRENCY EXCHANGE

We advise participants to bring sufficient cash with them. An ATM cash machine is available at the Royal Swazi Spa and at the nearby Gables Shopping Mall in Ezulwini.

The local currency of Eswatini is the lilangeni (L), plural: emalangeni (E) which is subdivided into 100 cents. It is tied at a one-to-one exchange rate to the South African Rand which is also widely accepted in Eswatini.

Dollar exchange rate: 1 USD = 13.30 E (*as at 5 August 2018*)

INTERNET

Wireless Internet is available throughout the Royal Swazi Spa Hotel.

TELEPHONE USE

Eswatini has two mobile operators, MTN Swaziland and, since 2017, Swazi Mobile.

Local SIM card starter kits are widely available, including at the airport, shopping malls and many other places. Make sure to take your charger and suitable adaptor as necessary. You may need your passport to register the SIM.

Please remember that international calls from your mobile phone and roaming charges will usually be rather expensive.

EMERGENCY TELEPHONE NUMBERS

Police: 999
Fire: 977
Ambulance: 933

The hospital closest to the meeting hotel is the MEDISUN Clinic located in Ezuluwni, about 3 km from the meeting venue (Tel.: +268 2416 2800/ +268 2416 1353)

MEETING DOCUMENTS

All meeting documents will be made available to participants as soon as they become available.

HEALTH

Please remember to travel with your **yellow fever vaccination certificate** if your journey starts or passes through the yellow fever belt of Africa.

For your own safety, it is of utmost importance that you have sufficient health insurance cover for your travel to/from and stay in Eswatini.

CLIMATE

The meeting falls within the dry season which lasts from mid-April to mid-October, with an average temperature of 25°C (the days being sunny and the nights cool to warm). The chances of rain are moderate.

Participants are advised to take sturdy shoes (for the field trip) and also some warmer clothes for the evenings.

ELECTRICAL APPLIANCES & PLUGS

The Eswatini the standard voltage is 230 V and the frequency is 50 Hz. You can use your electric appliances, if the standard voltage in your country is in between 220 - 240 V.

At the meeting hotel, there are universal plug points in all rooms.

TIME

Eswatini Standard Time is UTC/GMT +2 hours and is the same as Central African Time.

Language

Some basic phrases:

Hello..... Sawubona
Thank you..... Ngiyabonga (I),
Goodbye..... Hamba kahle (go well)
Goodbye..... Sala kahle (stay well)
How are you?....Unjani?
I am well..... Ngikhona/ Ngiyaphila
Yes..... Yebo
No..... Cha

We look forward to meeting in Eswatini!