

**1<sup>st</sup> MEETING OF THE  
AEWA SLATY EGRET INTERNATIONAL WORKING GROUP**

*13-15 September 2023, Maun, Botswana*

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**PARTICIPANT INFORMATION SHEET**

**CONTACT DETAILS**

**Department of Wildlife and National Parks (DWNP):**

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Mobile: +267 72826894

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**Mrs Kebonyeng Phologo**

Mobile: + 267 77472888

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Programme Management Officer

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**Ms Jeannine Dicken**

Programme Management Assistant

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Email: [jeannine.dicken@un.org](mailto:jeannine.dicken@un.org)

**Meeting Venue & Accommodation for Sponsored Participants**

The meeting will take place at:

**Maun Lodge**

Plot 459 Tawana Road, Boseja Ward, Maun, Botswana

[www.maunlodge.com](http://www.maunlodge.com)

[bookings@maunlodge.co.bw](mailto:bookings@maunlodge.co.bw)

**Accommodation for sponsored participants:**

The meeting organizers have blocked single standard rooms at Maun Lodge for the sponsored participants of this meeting. The blocked rooms are available at a discounted rate of P1,130 (currently ca. 85 USD) per room per overnight and include bed and breakfast, as well as the tourism levy.

**All sponsored participants must reserve their room directly with Maun Lodge. Sponsored participants need to pay for their rooms directly with the hotel**, using the per diem (the UN's Daily Subsistence Allowance - DSA) which will be provided upon arrival in Maun (please see below for further information regarding the per diem/DSA for sponsored participants). Please take into account your specific arrival and departure date in line with your confirmed travel itinerary, once available. Please make your room

reservation by the deadline of **31 August 2023** (after which remaining rooms will be released). The direct contact person for the booking is **Ms Tshupo Tlhaka** available at [bookings@maunlodge.co.bw](mailto:bookings@maunlodge.co.bw) (please copy [birgit.drerup@un.org](mailto:birgit.drerup@un.org) and [jeannine.dicken@un.org](mailto:jeannine.dicken@un.org) when contacting Maun Lodge).

**IMPORTANT:** When making your booking, it is very important to indicate the **booking code 987700** (the code is linked to the discounted block booking for the meeting).

**Cancellation policy:** In case of any modification/cancellation of your room reservation, you are required to urgently inform Maun Lodge and indicate the reason(s) for the modifications/cancellations (please copy [birgit.drerup@un.org](mailto:birgit.drerup@un.org) and [jeannine.dicken@un.org](mailto:jeannine.dicken@un.org)). Please note that in the event of no-shows or premature departures Maun Lodge is obliged to fully charge a prebooked stay, but this does not apply in case of reasons that are beyond the traveller's control (e.g., flight changes, illness, etc.), and Maun Lodge has indicated that due consideration will be given in such cases on a case-by-case basis.

## Registration & Opening of the Meeting

Participants are requested to register for the meeting on the first meeting day **Wednesday, 13 September 2023 at 08:00 hrs** at Maun Lodge.

The meeting will open at **09:00 hrs**.

Sponsored participants are requested to submit their boarding passes when they register. This is relevant for the payment of per diem.

## Meals

Coffee/tea breaks will be served free of charge to all meeting participants on all three meeting days.

The meeting organizers have pre-booked lunch with Maun Lodge on the three meeting days (buffet lunch served at Maun Lodge on 13 and 14 September and take-away lunch for the field trip on 15 September). Lunch (including a soft drink) will be at a cost of P195 per person per day (currently ca. USD 15), payable directly to Maun Lodge. Sponsored participants will pay using the DSA to be provided upon arrival in Maun).

Please confirm with the UNEP/AEWA Secretariat (email to: [birgit.drerup@un.org](mailto:birgit.drerup@un.org) and [jeannine.dicken@un.org](mailto:jeannine.dicken@un.org)) **by 24 August** if you would like to opt for the lunches pre-booked at Maun Lodge. Please also let us know if you have any specific dietary requirements.

Given that there are only very few lunch options available in the vicinity of Maun Lodge and in the area where the field trip is planned, we would like to encourage you to opt for the lunches pre-booked with Maun Lodge. This will not only save time but will also be a good opportunity for us to get to know each other and have some useful discussions on the sidelines of the meeting.

(Sponsored) participants are free to make their own dinner arrangements at their cost (on the day of arrival and on the meeting days). For sponsored participants, the DSA they will receive includes an allowance to cover the cost of dinner. Maun Lodge hotel offers a buffet dinner option including one soft drink at the negotiated rate of P247 per person per day (currently ca. USD 19). Maun Lodge also offers à la carte dinner options, the cost of which will depend on the available choices and which can be arranged when at the hotel.

## Per Diem for Sponsored Participants (DSA)

Sponsored participants will receive a per diem (the UN's Daily Subsistence Allowance – DSA) paid in the form of a MasterCard 'cash card' to cover the cost of accommodation, all meals and incidental costs in connection with 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 wherever MasterCards are accepted (detailed information on the use of the cash cards will be provided).

The cash cards will be activated for use on the first day of the meeting. You will then be able to use it to settle your accommodation bill with Maun Lodge.

Please see the following link to locate the nearest MasterCard ATM, in case you would like to withdraw cash from the card:  
<https://www.mastercard.us/en-us/personal/get-support/find-nearest-atm.html>.

## Transfer to and from Maun International Airport

For sponsored participants who have booked accommodation at Maun Lodge, free transport between Maun International Airport and the lodge will be provided by Maun Lodge on the day of your arrival and departure. The organizers will provide your travel dates and times directly to Maun Lodge.

Participants will be met by a driver in the airport arrivals hall.

**In case your flight is delayed, please inform the following person at Maun Lodge:**

**Name:** Ms Tshegofatso Matlhabe, Guest Relations at Maun Lodge

**Mobile:** +267 71662585 and +267 75002242

**Direct line (landline):** +267 6864947

**Email:** [gr@maunlodge.co.bw](mailto:gr@maunlodge.co.bw)

## Visa Requirements

Information on Botswana entry visa requirements and exemptions is available at:  
at <https://evisa.gov.bw>

Nationals of Angola, Namibia, South Africa, Zambia and Zimbabwe do not require a visa to enter Botswana.

Passports must be valid for at least 6 months from the date of entry into Botswana. The passport booklet must also contain at least two (2) blank pages before entry into Botswana.

## Field Trip

The meeting programme will include a field trip to Moremi Game Reserve, organised by DWNP in collaboration with BirdLife Botswana, scheduled for Day 3 of the meeting (15 September). The reserve is situated in the Okavango Delta, a Ramsar-designated Wetland of International Importance which is also listed as a World Heritage Site and classified as being of critical importance for migratory waterbirds covered under AEWAs. Moremi Game Reserve is a key site for the Slaty Egret and the field trip will therefore offer a chance to examine the habitat and any potential issues related to the management and conservation of the species - and hopefully also to see the Slaty Egret. For more information see <https://www.moremi.com>.

Please make sure to bring your own binoculars if you have them and suitable clothes, shoes and a hat or cap to protect you from the sun.

## Currency

We advise participants to bring sufficient cash with them.

Botswana's currency is the Pula (BWP), the only accepted currency in the country. Major credit cards, including VISA, MasterCard and American Express are widely accepted. The exchange rate ranges around BWP13 to US\$ 1.

ATM cash machines are available in Maun.

## Telecommunication

Three mobile telecommunication companies operate in Botswana: Orange, Mascom, and BTC Mobile. A SIM card costs about BWP10.00 and refills range from BWP10 to BWP100.

Local SIM card starter kits are widely available at mobile provider kiosks and stores. You will need your passport or another official identification document to register the SIM card.

Please make sure to take your mobile phone charger and suitable adaptor as necessary.

## Emergency Telephone Numbers

- Medical emergency: 997
- Police: 999
- Fire brigade: 998

## Security Emergency Contacts

Mr Thabo Medupe, UNDSS Security Officer in Botswana

Email: [thabo.medupe@un.org](mailto:thabo.medupe@un.org)

Mobile: +267 71235682

Mr Andrei Bobylev, UNDSS Regional Coordinator

Email: [andrei.bobylev@un.org](mailto:andrei.bobylev@un.org)

Mobile: +27 82 301 5888

## Medical and Health Services & Insurance

### Yellow fever vaccinations

Botswana requires a valid yellow fever international certificate of vaccination from travellers including:

- Those who transit through/via endemic or affected countries or areas
- Travellers from endemic countries
- Travellers arriving from affected countries.

The list of yellow fever endemic countries includes the following:

1. Angola	11. Equatorial Guinea	21. Mauritania
2. Benin	12. Ethiopia	22. Niger
3. Burkina Faso	13. Gabon	23. Nigeria
4. Burundi	14. Gambia, The	24. Senegal
5. Cameroon	15. Ghana	25. Sierra Leone
6. Central African Republic	16. Guinea	26. South Sudan
7. Chad	17. Guinea-Bissau	27. Sudan
8. Congo	18. Kenya	28. Togo
9. Côte d'Ivoire	19. Liberia	29. Uganda
10. Democratic Republic of the Congo	20. Mali	

### COVID-19 Protocol

Botswana has removed all stringent COVID-19 protocols. However, participants are encouraged to get vaccinated against COVID-19 when travelling, and further encouraged to observe all other personal protective measures, including frequent hand hygiene.

### Health and travel insurance

It is strongly recommended for all participants to obtain medical travel insurance, and to bring proof of their insurance with them when they travel.

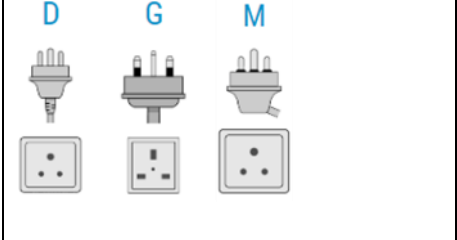

## Documents

All meeting documents will be made available to participants as soon as they become available and will also be available on the meeting webpage: <https://www.unep-aeewa.org/en/meeting/1st-meeting-aeewa-slaty-egret-international-working-group>

## Climate

The climate of Maun is sub-tropical with a hot, rainy season from November to March and a long dry season from April to October. In the month of September, average maximum daytime temperatures in Maun lie at 33°C (91.5°F). The average minimum temperature falls to around 15°C (59°F) at night.

## Electrical Appliances & Plugs

Botswana operates on a 230-240V supply voltage at 50Hz and uses three plug types: types D, G and M.	The plugs and sockets used at Maun Lodged are pictured below:
	

## Time

Botswana Time is UTC/GMT +2 hours.

**We look forward to meeting you in Botswana!**