
LOGISTICAL INFORMATION NOTE

Conference of Plenipotentiaries and 2nd Negotiations meeting for the Amendment of the Nairobi Convention Protocol concerning protected areas and wild fauna and flora in the Eastern African region

11 – 15 September 2023
Antananarivo, Madagascar

Welcome Note

The United Nations Environment Programme - Nairobi Convention Secretariat in partnership with the Government of Madagascar, welcomes you to Antananarivo, Madagascar to participate in the above meetings from 11 – 15 September 2023.

Venue for the Meeting

The meetings will be held at the NOVOTEL Convent and SPA Madagascar.
Zone Industrielle Forello Tanjombato 102 Antananarivo.
Tel: [+261 20 23 777 77](tel:+261202377777)
Email: HB0Z1-RE@ACCOR.COM
GPS: -18.87262, 47.522595
Website: <https://shorturl.at/xzJOS>

Accommodation

Participants are kindly requested to make their own hotel reservations in any of the hotels in the list shared with a number of options within the location (see attached list of hotels in Annex 1). Madagascar is a French speaking country. While enquiring about hotel accommodation, we encourage that you please copy Jacques Rasoanaina (jacquis415@gmail.com), to assist in any email enquiries and correspondence. Jacques is the Nairobi Convention Focal Point for Madagascar and has gladly availed himself to assist participants to be comfortable in Madagascar.

Participants not wishing to stay at the venue will make their own arrangements and pay for local commute between the venue and their hotel of choice.

Visa Arrangements

Participants who require visas to Madagascar, are requested to make arrangements for issuance of entry visa at the nearest Malagasy Embassy or Consulate of their country of residence or be granted upon arrival in Madagascar by the Airport Immigration Office. Visa fee is \$38 (about Euro 40). Please keep the Visa receipt and share with Nairobi Convention logistics staff at the meeting together with the flight boarding passes.

Participants are advised to carry:

1. Letters of invitation to the Conference of Plenipotentiaries and 2nd negotiations meeting
2. Accreditation letters (for Government representatives),
3. Recent passport, (valid for no less than 30 days after the expiry of your intended visit)
4. Yellow fever card, the certificate is required if your journey starts or passes through the yellow fever belt of Africa or South America.
5. Return ticket and copies of confirmed accommodation booking for the entire stay. Please ensure to get a printed confirmation of the accommodation to be availed at the airport.

Flight Arrangements

The Nairobi Convention Secretariat will provide the most direct economy class flight ticket for delegates supported by UNEP- Nairobi Convention. Please note that if you decide to upgrade your flight or extend your stay in Madagascar, the Nairobi Convention Secretariat will unfortunately not meet any costs related to the change of your return date (tickets), including meals, accommodation, and immigration procedures.

Local Transport

Participants are required to arrange their own transport to and from the airport. Please contact the conference venue or hotel that you are staying at to ask their assistance in arranging this or book a taxi through recommended companies for local transport in Madagascar.

Daily Subsistence Allowance (DSA)

The Nairobi Convention Secretariat sponsored participants will be paid daily subsistence allowance (DSA) while in Madagascar. The DSA will be provided in the form of cash card or electronic funds transfer (EFT) to participants on 12th September 2023.

Please Note: It is a UN requirement that the participants produce their flight boarding passes or road travel receipts for as proof of travel. The UN DSA rate for Antananarivo, Madagascar is USD 238 per night. Any participant who is unable to stay for the duration of the meetings is requested to inform the Nairobi Convention Secretariat as soon as possible, so that their daily subsistence allowance can be adjusted accordingly.

Communication

Personal phone calls will be at the participants' expense however, wireless internet will be provided in the meeting venue thus participants will have access to the internet during the meeting. To call Madagascar from abroad the country code is +261. Madagascar has these mobile service providers: Telma Mobile, Orange, Blueline among others.

Currency

The monetary unit in Madagascar is Malagasy Ariary (MGA). The most accepted foreign currency is Euro, but US dollars and GBP are easily changed. The Current Exchange rates estimates are as per below:

US\$1 = MGA. 4,269

€1 = MGA. 4,280.54

£1 = MGA. 4,993.29

Recent conversion rates according to <https://www.xe.com/>

You can exchange money at many authorized banks and bureau de change. Most banks in major cities have ATMs.

Credit cards

Most major credit cards (MasterCard, American Express and VISA) are widely accepted. In addition to credit cards, it is advisable to carry easily exchangeable currency in cash.

Banking hours

Monday – Friday: 0800-1600.

Languages

Official Languages in Madagascar are Malagasy and French. The meeting will have interpretation service in both English and French.

Weather and Time Zone

The weather in Antananarivo in November is warm, daily average temperature varying between 26.6°C (79.9°F) and 14.8°C (58.6°F). It is likely to rain for 12 days in the month of November. You can obtain the weather forecast for Antananarivo in November through this link: <https://www.weather-atlas.com/en/madagascar/antananarivo-weather-november>

Madagascar is GMT/UTC +3 Hours Standard time.

Electricity Supply

In Madagascar, the power sockets are of type C, D, E, J and K. The standard voltage is 127 / 220 V, and the standard frequency is 50 Hz. Below you will find picture samples of the power sockets and corresponding plugs. If your appliances have a different shape, you may need a universal travel adapter.



Type C



Type D



Type E



Type J



Type K

You are advised to carry a power plug adapter if your appliances do not conform to the above specifications.

Health and Insurance

UNEP - Nairobi Convention assumes that as an invited participant to a Nairobi Convention meeting, you are in good health and have no illness that might prevent you from travelling or participating in the meeting. It is your responsibility to inform the Nairobi Convention Secretariat of any such health impediment prior to accepting the invitation to participate in the above meetings. The Nairobi Convention Secretariat accepts no responsibility for the death, illness or injury of any participant while attending the meeting.

You are advised to arrange your own travel insurance against sickness, accident, and third-party risk for the period of the meeting. The Nairobi Convention will not assume responsibility for any expenditure on insurance, including the following:

- Cost incurred by the participants in respect of travel insurance, accident insurance, medical bills, or hospitalization fees in connection with attending the meeting
- Any loss or damage to personal property of participants while attending the meeting or losses or damages claimed by third parties as a result of any negligence on the part of the participants
- Compensation in the event of death or disability of participants in connection with attending the meeting.

For more information, please contact:

For Technical Matters	For Administrative and Logistical matters
<p>Theuri Mwangi Ecosystems Division United Nations Environment P.O. Box 30552 Nairobi 00100 Email: theuri.mwangi@un.org</p>	<p>Mastura Chelagat Ecosystems Division United Nations Environment P.O. Box 30552 Nairobi 00100 Email: chelangat@un.org</p> <p>Cc Nathan Majwa Email: Nathan.majwa@un.org</p>

Annex1:

List of possible Hotels.

No	Name	Contact
1.	NOVOTEL Convent and SPA Madagascar	Tel: +261 20 23 777 77 Email: HB0Z1-RE@ACCOR.COM GPS: -18.87262, 47.522595 Website: https://shorturl.at/xzJOS
2.	MERCURE HOTEL ALAROBIA	Tel : +261321148888 Website: https://shorturl.at/altJ9
3.	Sunny Hotel	Tel: +261331132385 Website: https://www.sunnyhotelsmadagascar.com/
4.	Radisson Hotel Tamboho Waterfront Antananarivo	+261202269300 Website: https://shorturl.at/auDEH
5.	Atmosphère hôtel & Spa	Tel: +261384885915 http://www.atmohotel-spa.com/
6.	Le Centell Hotel & Spa	Tel: +261202264004 http://www.centellhotel.com/