

Participants Logistics Note

Regional Conference on Public Debt Management and Sustainable Economic Growth in Sub-Saharan Africa

26–28 February 2020, Kampala, Uganda

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Ministry of Foreign Affairs of the Netherlands



We are pleased to provide the following logistical information for the Regional Conference on Public Debt Management and Sustainable Economic Growth in Sub-Saharan Africa.

1. Timing and registration

The conference is scheduled to start at **09:00** on **Tuesday, 26 February 2020** and to end at **14:00** on **Thursday, 28 February 2020**.

Registration will take place on **Monday, 25 February** – it will start at **09:00** and continue until all participants are registered.

Further information on the conference can be found in the attached agenda.

2. Venue and accommodation

The conference will be held at Speke Resort Munyonyo, by the shores of Lake Victoria, where all participants will be accommodated. The venue has a swimming pool, a gym and a very popular spa.

Contact information

Speke Resort Munyonyo and Conference Centre
Wavamunno Road, P.O. Box 446, Kampala, Uganda

Telephone: +256 (0)414 227 111
+256 (0)417 716 000

Email: spekeresort@spekeresort.com

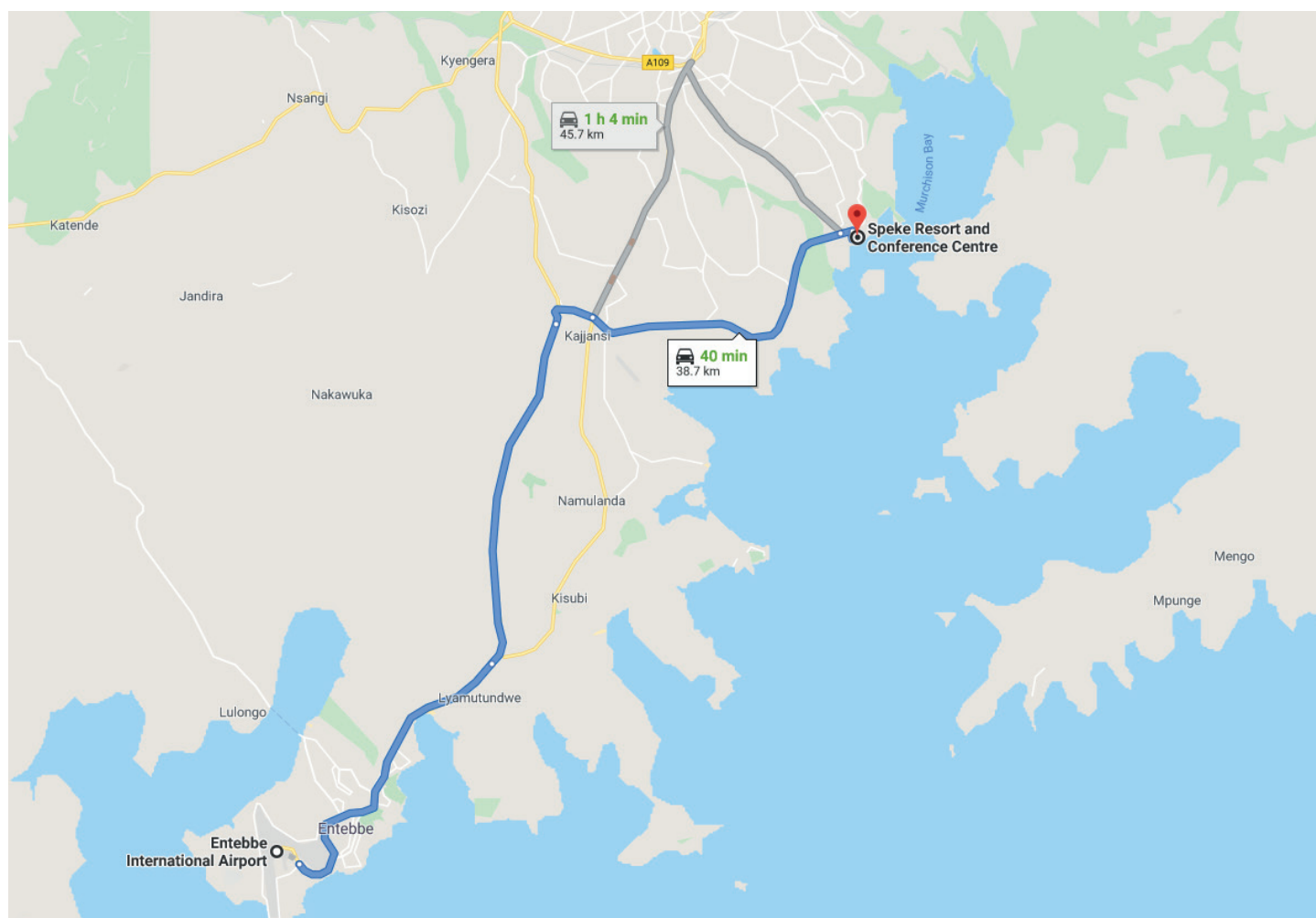
Website: www.spekeresort.com

The location of the conference venue and hotel and the transfer journey time from Entebbe International Airport are shown below.

Meeting contact persons:

Keren Okuvuru, Event Manager:
kerenokuvuru@gmail.com;
+256 (0)774 294 955

Bea Simpson, International Travel Manager:
debtconference2020kampala@gmail.com
+256 (0)776 070 504



3. Hotel rate and meals

All participants have been booked to stay at the conference venue. Participants who would like to extend their stay beyond the conference dates will need to arrange this at their own expense.

If you are a sponsored participant, the conference organisers will be covering the cost of your accommodation. If you have any doubts about whether you are a sponsored participant, please contact the conference organiser: debtconference2020kampala@gmail.com.

If you are a self-paying participant, you will have been told the room rate you will need to pay. Room rates are inclusive of 2% hotel tax and 18% VAT. You will have to settle your accommodation account directly with the hotel before your departure.

The accommodation costs do not cover additional items, such as room service, telephone and laundry, which will be charged to your account.

The hotel will provide lunch and morning and afternoon refreshments on all three workshop days (Wednesday to Friday) and dinner on the first and second workshop days (Wednesday and Thursday). There will also be a Welcome Dinner on Tuesday 25 February for those who have arrived in time. The costs of all meals will be covered by the conference organisers.

4. Money and currency

There are several forex bureaus at Entebbe Airport and it would be convenient to access Uganda Shillings before you leave the airport to make it easier for you to transact during your stay.

Uganda is a cash-based society and the official currency is the Ugandan shilling. However, most tourist activities, hotels, lodges and tour operators prefer payment in US dollars.

The use of credit cards is growing but is still limited. Travellers' cheques are not accepted in many places and it is a cumbersome process to get them exchanged. Where credit cards are accepted there is typically a 5% fee for their use. ATMs are located in major towns. If you wish to use an ATM, we recommended that you have a Visa Card. MasterCard is only accepted in some banks, and American Express is very unlikely to work in ATMs. If you plan to use a credit card in Uganda, notify your bank that you will be doing so.

Note: *The safest option for a traveller is to use an ATM to obtain money, instead of bringing large amounts of cash with you. Check [here](#) for the latest exchange rates (or use www.xe.com).*

If you need to shop, the nearest shopping centre is Metroplex shopping center in Entebbe and while in the capital of Kampala, there are many options available including, the Acacia Mall and Lugogo shopping Center.

5. Tourism

Bustling Kampala makes a good introduction to Uganda. It is a dynamic and engaging city, with few of the hassles of other East African capitals but several worthy attractions to keep you occupied for a couple of days. Uganda is known as the 'pearl of Africa' and there are many exciting tourist excursions for those who want to extend their stay at their own expense. More tourism information can be found at: <https://ugandatourismcenter.com/top-10-tourist-attractions-in-uganda/>

An optional excursion has been arranged for participants on the afternoon of Friday 28 February, for which there is a supplementary fee. More details can be found in the attached tourism document.

6. Travel arrangements and transfer from the airport

An economy class direct round-trip air ticket to Kampala will be provided to all sponsored participants. Other participants are responsible for organising their own international travel, but must fill in the essential travel information form and send to debtconference2020kampala@gmail.com so that your airport transfers can be arranged.

Our team in Uganda is fully aware of participants' flight schedules. You will be picked up from Entebbe International Airport and transferred to the hotel. On arrival at the airport, you will find a driver with a plaque bearing the name of the conference at the exit of the airport. The hotel airport service team is aware of your flight schedule and you should have a scheduled set off time of at least four hours before your return flight to enable you to get to the airport in time.

Some of you will be arriving together, on the same flights, while others will arrive within an hour of each other. In this case, you will be transported in groups. Each hotel driver will be aware of the number of people they are to pick up.

You are not required to pay the driver from/to the airport. However, if you like to tip, that will be up to you. You will be responsible for all costs concerning personal travel within Kampala.

If you need any assistance after your arrival, please contact the Event Manager, Keren Okuvuru +256 774 294955).

7. Passport and visas

All foreigners entering Uganda must have a passport with at least 6 months' validity. Entry to Uganda usually also requires a visa. We recommend that you purchase a visa on arrival at the airport, which is easier than arranging in advance, at a cost of US\$50.¹ If you are a sponsored participant, this will be refunded to you at the conference by the conference organisers. We recommend this as the simplest option.

¹ Visas may also be obtained at a Ugandan mission abroad or through an electronic service (via the website listed above).

Nationals holding passports from the following countries do not require entry visas: Angola, Antigua & Barbuda, Bahamas, Barbados, Belize, Botswana, Burundi, Comoros, Eritrea, Fiji, Gambia, Ghana, Grenada, Ireland, Libya, Jamaica, Kenya, Lesotho, Madagascar, Malawi, Mauritius, Rwanda, Seychelles, Swaziland, Sierra Leone, Singapore, Solomon Islands, Cyprus, Malta, St. Vincent, Tanzania, Vanuatu, Zambia and Zimbabwe.

For more information on visa requirements, applications and fees, please visit: www.immigration.go.ug/content/visas-and-passes

8. Health and insurance

Participants are expected to make their own medical and travel insurance arrangements.

It is unusual for travellers to become ill while in Uganda, although some may develop internal discomfort due to a change in diet. In case any participants feel unwell and need immediate medical attention, The Surgery hospital is a private hospital in Kampala open 24 hours and operates an ambulance service. It is used by expatriates in Kampala and will also work on minor illnesses that need a doctor's attention. You can contact the hospital directly on: +256 772 756003. Participants will be liable for all medical expenses incurred.

If you are travelling with a known illness, please don't forget to bring your medications. If you find you have forgotten them, please get in touch with the event manager, Keren Okuvuru, on telephone number +256 (0)774 294 955, for further support.

We advise that you make arrangement to obtain the recommended immunisations and started an anti-malaria regimen before travelling. **All travellers to Uganda are required to have a yellow fever immunisation certificate to enter the country.** You are also encouraged to bring mosquito repellent if you can. Better to take precautions than be sorry later. However, the rooms will be sprayed with repellent every evening and equipped with mosquito nets.

For more health information, please visit;

- Standard UK advice: www.gov.uk/foreign-travel-advice/uganda/health
- Ugandan website: <https://kabiza.com/kabiza-wilderness-safaris/staying-healthy-on-safari-advice-for-uganda>

9. Electricity and charging

Laptops, cameras and phones can all easily be charged at the venue and hotel. The standard voltage is 230–240 volts and outlet sockets are generally the three square-pin variety, similar to UK sockets. We recommend that you pack a universal travel adaptor. You will also need a voltage converter and a plug adaptor to use US and some European appliances.

10. Personal safety

Safety and security is an important consideration for travellers. Uganda is one of the safest countries in Africa, and Kampala is one of the safest capital cities. However, as in all major cities, it will be prudent to be careful, especially when it comes to handling money. A night out on the town in Kampala is best done with a Ugandan at your side.

The hotel is safe and secure and has a large security detail. If you have any questions or issues while you are staying in Uganda, they should be able to help you.

11. Internet

There will be free WiFi internet in the hotel rooms and in the conference room. For the hotel WiFi, participants will be provided with a username and password at the time of check in. For the conference room, the organisers will notify all participants of the venue username and password.

12. Conference documents

Workshop documents and resource materials will be sent to participants by email a month in advance of the conference. Hard copies will also be provided at registration.

13. Weather and clothing

Kampala's weather can be unpredictable – rainy on some days and sunny on others. Participants are therefore advised to bring both warm and light clothing. It will be best to come prepared for the two seasons. Climate information can be found <http://www.unma.go.ug>

Emergency contacts

In the event of any emergency while in Kampala, or if you require further information, please contact either:

- Keren Okuvuru, Event Manager: kerenokuvuru@gmail.com; +256 (0)774 294 955
- Bea Simpson, International Travel Manager: debtconference2020kampala@gmail.com; +256 (0)776 070 504
- The Surgery Hospital; +256 772 756003

Please let us know if anything is unclear!