



UNWTO COMMISSION FOR AFRICA

Fifty-third meeting
Calabar, Nigeria, 25 June 2012

CAF/53/Inf.Note
Madrid, May 2012
Original: English

GENERAL INFORMATION NOTE

1. In accordance with the decision CAF/52/DEC/8 (LII) taken by the UNWTO Commission for Africa (CAF) during its fifty-second meeting held in Gyeongju, Republic of Korea, on 8 October 2011, the fifty-third meeting and the regional seminar will be held in Calabar, Nigeria, from **25 to 27 June 2012** at the invitation of the Government of Nigeria. The Commission meeting will be followed by a regional seminar on **26 and 27 June 2012** on the subject: “**Responsible Tourism: Opportunities for women and youth**”. These meetings are open to the participation of Member States and to the affiliate members, to other invited delegations, as well as to representatives of the tourism industry of Nigeria and to the management staff of its tourism administrations.

I. VENUE OF THE MEETINGS

2. The meetings will be held at:

TINAPA LAKESIDE HOTEL

Tinapa Resort
Murtala Muhammed Highway
Calabar, Cross River State, Nigeria
Tel.: +234 803 314 4320
Email: padliku@yahoo.com

II. REPLIES TO INVITATIONS

3. Governments and other bodies receiving the invitations from the UNWTO Secretary-General are requested to send their replies to the following addresses at the latest on **10 June 2012**, indicating as much as possible, the composition of their delegations:

Mr. Ousmane Ndiaye Regional Director Regional Programme for Africa World Tourism Organization C/ Capitán Haya, 42 Madrid, Spain	Dr. Paul Adalikwu / Mrs. Nike Oshinowo-Soleye Ministry of Tourism, Culture and National Orientation Federal Secretariat Complex, Bullet Building, 1 st Floor Block B, Phase II, Shehu Shagan Way PMB 473 Abuja, Nigeria
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Tel : (+34) 91 56 78 100
Fax: (+34) 91 57 13 733 / 91 56 78 219
E-mail : caf@unwto.org

Tel. : (+234) 803 711 6005
Fax : (+234) 805 590 1990
Email: padliku@yahoo.com; a_o shinowo@yahoo.com

III. STATUS OF PARTICIPANTS

4. The Government of Nigeria will take the necessary steps to facilitate the arrival and departure of participants invited by the Organization, as well as their stay in Nigeria. Throughout their stay, participants will enjoy the privileges and immunities provided for in the Convention on the Privileges and Immunities of the United Nations of 13 February 1946.

IV. ENTRY FORMALITIES

5. A valid passport is required for visitors to Nigeria. Entry visas may be obtained at Nigeria's diplomatic and consular representations abroad.

6. Participants travelling from countries, in which Nigeria does not have a diplomatic mission, can obtain a visa issued at the airport.

7. Nationals from the following countries are exempted from visas requirements when travelling to Nigeria: ECOWAS Member States (Benin, Burkina Faso, Cabo Verde, Cote d'Ivoire, Gambia, Ghana, Guinea, Guinea-Bissau, Liberia, Mali, Niger, Senegal, Sierra Leone, and Togo).

V. TRANSPORT

8. The Ministry of Tourism, Culture and National Orientation of Nigeria will arrange free transport for all participants upon arrival, and departure from the airport, as well as return transport between their hotels and the meeting place. All participants are therefore, requested to forward to the Ministry of Tourism, Culture and National Orientation of Nigeria, as well as to the UNWTO Secretariat, by fax or e-mail the attached participation form, giving details of their arrival and departure.

VI. AIRPORT TAXES

9. There are no special airport taxes. All taxes are paid as part of flight ticket.

VII. AIRPORT

10. A reception and information desk will be open for delegates at the International Airport in Calabar.

VIII. ACCOMMODATION

11. The delegates are requested to make their own arrangements by contacting their chosen hotel through the phone and fax numbers and the Email addresses, and to make their reservations according to the hotels listed below. They should specify that they will be attending the 53rd meeting of the UNWTO Commission for Africa and the regional seminar.

12. When making bookings, delegates must contact directly the hotels of their choice by using the telephone, fax numbers and Email addresses mentioned below:

Hotels	Standard rate in USD (VAT included)	Information	Distance from the meetings
TINAPA Lakeside Hotel Tinapa Business and Leisure Resort Calabar, Nigeria +234 80 693 393 60	USD 112	Inclusive breakfast	Within meetings premises
Transcorp Metropolitan Hotel Calabar, Nigeria +234 80 37797789 transcorpmetropolitan.com.ng	USD 169	Exclusive breakfast	10 minutes from meetings
Monty Suites and Hotel Calabar, Nigeria +234 80 35010783 +234 80 39476837, +234 7034044047 montysuitescalabar22@yahoo.com	USD 85	Exclusive breakfast	15 minutes from meetings

IX. HEALTH REQUIREMENTS

13. Vaccination certificates are required against YELLOW FEVER.

X. REGISTRATION AND ACCREDITATION

14. At the place of the meetings, a registration counter will be open two days before the start of the proceedings. Badges will be issued at the time of registration. Participants are requested to kindly keep their badges with them, in order to have access to the meetings and to the other activities offered by the Government of Nigeria.

XI. WORKING LANGUAGES

15. The working languages of the Commission meeting and seminar will be English, French and Portuguese. The documents will be prepared in English and French, and simultaneous interpretation will be provided in English, French and Portuguese.

XII. SOCIAL PROGRAMME

16. All social Programs will take place in the evening : June 25 – Presidential Banquet, June 26 – Cultural Fusion, June 27 – Governor’s Gala. Plus other social activities and exhibitions.

XIII. CURRENCY REGULATIONS

17. The local currency of Nigeria is the Naira (NGN). The current rate of exchange on 14 May 2012 is approximately 1 Euro for N200,589NGN.

XIV. CLIMATE

18. The average temperature in Nigeria in the month of June ranges from a low of 21°C to a high of 30°C maximum.

XV. LOCAL TIME

19. The local time in Nigeria is (+1) of the Greenwich Mean Time (GMT).

XVII BUSINESS & SHOPPING HOURS

20. Banks are open from 08:00am to 04:00pm daily.

21. Shops are open from 09:00am to 09:00pm daily.
Note that open markets are open until 5pm daily.

XVII. FURTHER INFORMATION

22. For further information on these two events, please refer to UNWTO website: www.unwto.org