



Forum on Internet Freedom in Africa 2018

September 26 – 28 | Accra, Ghana

Travel Note

Thank you for confirming your presence and participation in the Forum on Internet Freedom in Africa 2018 (FIFAfrica18). To ensure a hassle-free trip, please take note of the recommendations below.

Event Venue

The FIFAfrica18 event will take place at the **La-Palm Royal Beach Hotel** located at No 1 Bypass, Accra, Ghana.

Contact of Hotel:

Address: No 1 Bypass, Accra, Ghana

Tel: +233 302 215 100/111

Mobile : +233 577 707 089

Email: akwateng@legacyafricahotels.com

Flights

If you are being sponsored by CIPESA, your travel itinerary will be shared with you. Please note that any requests for changes to issued bookings should be made directly with the airline. Any charges incurred for amendments or changes to booking shall be at individual's personal cost.

Visa

African nationals and members of the African Union can obtain **visa on arrival** at the entry point including the Accra Airport upon the payment of the **visa on arrival** fee of US\$150 to the Ghana Immigration Service which will issue a receipt. All other participants must inquire from the Ghana Embassy or consulate in their respective countries regarding the visa processes.

Airport transfers

Local transport to/from airport (Home country): International participants are responsible for local transport to/from the airport in their home countries.

Transport to/from airport (Kotoka International Airport): Airport pickups and drop-offs will be arranged for speakers and sponsored participants. For international arrivals please look for someone holding a sign with the FIFAfrica logo in the public arrivals hall near the information desk. In case of emergency, contact Felicia Anthonio: +233 206 972 867

Participants who are not sponsored by CIPESA are advised to arrange their own transport from the airport to the Forum venue or pre-arranged accommodation.

- Taxify and Uber are operational in Ghana. They are cheaper than taxis.

- If you opt to use a cab, there are taxis stationed at the airport, your fee should not exceed USD \$12. (GHC60)

If you are uncertain about your ground transportation upon arrival at Kotoka International Airport please ask for guidance from the information desk at the arrivals hall.

Accommodation

Sponsored participants will be accommodated at the same hotel as the event venue, **La Palm Royal Beach Hotel** (<http://lapalmroyalbeachhotel.com-accra.com/>) and at the **Labadi Beach Hotel** (<https://www.legacyhotels.co.za/hotels/labadi-beach-hotel>).

Additional rooms have been secured for self-sponsoring participants at a rate of USD 150 per night for bed and breakfast. Please use the code: **FIFAFRICA**.

Accommodation for CIPESA sponsored participants is booked on a bed and breakfast basis for the duration of your stay. Individual hotel expenses, including, international and local telephone calls, laundry, fax, use of the mini bar, and all other additional drinks and meals **MUST** be paid for on an individual basis prior to checking out of the hotel. Please clarify with hotel staff about your free and complimentary service entitlements before placing an order.

Expenses

Participants are responsible for all expenses related to their conference attendance. Sponsored participants will receive a modest Daily Subsistence allowance (DSA) for meals and other incidentals not provided. Other participants are advised to carry enough funds to cover the duration of their stay in Accra.

Local Currency

The official currency is the Ghanaian Cedi (GHS). The current average exchange rate is about GHS 4.79 to 1.00 US dollars. Foreign currencies can be converted at the airport or at the hotel or any Forex Bureau in the country. Please note that most ATMs accept major credit/debit cards including Visa, Master Card, Maestro and American Express.

Departure

Please also be informed that for your **departure**, it is advisable to leave for the airport two **hours before** your departure time.

GENERAL INFORMATION

Yellow Fever Certificate

A Yellow Fever certificate is mandatory for arriving passengers. All travellers are advised to take the vaccination.

Travel medical insurance

We recommend that all participants obtain travel insurance for their trip which covers the date of departure from home country until the date of return. For personal health needs, remember to carry your own medication.

There is a risk of contracting malaria in Ghana. The use of antimalarial medication is therefore recommended.

It is also recommended to use bottled drinking water and not to consume Ghanaian tap water.

Weather and What to pack

Ghana is a tropical country and during the time of the conference, the rainy season will be receding. Average temperatures will be between 27° C (80.6° F) and 31° C (87.8° F). Light clothing is advisable. It is however, recommended

that participants carry warm clothing such as long-sleeved tops especially for those who will be staying at La-Palm and its environs, as it is close to the sea and might be cold at night.

Communication

Should you wish to get a local sim card, there are a variety of options including MTN, Vodafone, Tigo-Airtel and Glo Mobile. Proof of Identity such as a passport will be required to register a local number.

Internet

All rooms at the recommended hotels have internet access. During the Forum, the venue will also have wireless Internet Access. You can also access Internet service on a locally acquired simcard which will incur additional charges.

Food

Ghana boasts of a variety of foods due to the diversity of cultures found in the country. Should you have any dietary restrictions, please notify us by September 25, 2018.

Electricity and electrical outlets

The standard voltage in Ghana is 230 V and the frequency is 50 Hz. You can use your electric appliances in Ghana, if the standard voltage in your country is in between 220 - 240 V (as is in the UK, Europe, Australia and most of Asia and Africa). If you travel to Ghana with a device that does not accept 240 Volts at 50 Hertz, you will need a voltage converter. See more about plug types here



A Ghanaian plug typically has three square pins. If your appliances plug has a different shape, you will need an adapter.

Contact details

If you have any further queries or in case of emergency, please do not hesitate to contact CIPESA and MFWA using the details below:

Local logistics in Ghana

Felicia Anthonio: +233 206 972 867 (available on WhatsApp) or felicia@mfw.org

Daisy Prempeh: +233 244 424 932 (available on WhatsApp) or daisyC@mfw.org

Flight bookings

Beatrice Kasemire: +256 705 991 456 (available on WhatsApp) or beatrice@cipesa.org

Ashnah Kalemera: +256 773325 435 (available on WhatsApp) or ashnah@cipesa.org

We look forward to seeing you at #FIFAfrica18 and wish you an enjoyable stay in Accra, Ghana.