



INSTITUTO NACIONAL DE ESTATÍSTICA

United Nations CensusInfo Regional Workshop

Maputo - Mozambique

10 – 13 November 2009

INFORMATION NOTE FOR PARTICIPANTS

WORKSHOP ORGANISATION AND COORDINATION

The workshop is organized by the United Nations Statistics Division (UNSD), New York, in collaboration with the Instituto Nacional de Estatística - Mozambique.

The Coordinators are:

UNITED NATIONS STATISTICS DIVISION (UNSD)

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INSTITUTO NACIONAL DE ESTATÍSTICA (INE) MOZAMBIQUE

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Web address: www.ine.gov.mz

MAIN OBJECTIVE OF THE WORKSHOP

The workshop is a regional workshop on CensusInfo in the context of the 2010 World Programme for Population and Housing Censuses.

The purpose of the Workshop is to develop participants' capacities to use CensusInfo to its full potential as a platform for disseminating census data. The workshop has been designed using an outcome-based training methodology consisting of a series of demonstrations followed by practical exercises. The sessions include designing and creating templates and databases to house country-specific census data, learning various data administration utilities including data exchange to facilitate uploading of data into the CensusInfo system, and generating relevant tables, graphs, maps, reports and profiles for reporting purposes.

VENUE & DATE OF THE WORKSHOP

The workshop will be held in Maputo, Mozambique, from 14-16 November 2009. The venue will be announced

LANGUAGE

The workshop will be conducted in English.

IMMIGRATION REQUIREMENTS

Visas are required for all visitors/delegates traveling to Mozambique, except for nationals of those countries who had agreement for free circulation/didn't need Visas to Mozambique. Visitors from countries that have Mozambican diplomatic missions are required by the Mozambican immigration authorities to secure their visas from those missions before departure. These include holders of diplomatic and service passports as well as United Nations Laissez Passer.

If your country does not have a Mozambican diplomatic mission, INE (Statistical Office of Mozambique) will assist you in obtaining a visa upon arrival, provided we receive the following particulars two weeks in advance.

- Full Name
- Nationality
- Passport details – (number, date of issue and expiry)
- Flight details (arrival and departure)

The Mozambican Immigration Authority would require that you present an official letter of invitation for securing your business visa on arrival. It is imperative to bring with you the letter of invitation and present it to the Immigration Authority at the airport for securing your visa. Furthermore, two passport size photographs are needed to process visa requests upon arrival.

Please note that a Mozambican visa costs US\$25 or Euro 25 per person and payment must be made in (US Dollars or European Euro)* at the time of issue. Holders of diplomatic and service passports as well as United Nations Laissez Passer will receive visas gratis.

HEALTH REQUIREMENTS

Visitors to Mozambique should be in possession of a valid health certificate for yellow fever. Vaccination against cholera is also required for any person who has visited or transited a cholera infected area within six days prior to arrival in the country. During their stay, visitors should take special precautions to avoid possible exposure to Malaria. For prevention you should drink extra water (increased breathing leads to water loss), avoid additional salt and heavy meals. Alcohol could worsen sleep disturbances.

INE protocol staff can assist all participants/delegates attending meetings to provide emergency medical services during working hours. On your registration form kindly provide us details of any special ailments you may be suffering from or details of allergies so that we can provide emergency medical attention should this be required.

In case of a medical or dental emergency, please contact the protocol staff at the conference room.

HOTEL ACCOMMODATION

Participants may make their hotel bookings or contact INE for assistance. Please note that as per the Administrative Instructions sent to you with the invitation letter, the Daily Subsistence Allowance (DSA) for Maputo is US \$176.

If you would like INE to make the hotel reservation for you, send a message to Ms. Alda Rocha, Head of INE President's Office by fax: +258 21490035; e-mail: alda.rocha@ine.gov.mz or renato.cassamo@ine.gov.mz

* 1 US\$ = around 28 Meticaís/1Euro = around 42 Meticaís (as of 12 October 2009). Bank receipts for money changed at the airport must be kept securely as they may be asked for on departure.

Nº	Hotel	Type of Rooms	Rate
1	Hotel VIP Av. 25 de Setembro, 692 Tel: 21 351000; Fax: 21 351001 Email: hotemaputo@viphotels.com Website: http://www.viphotels.com/hotel.aspx?HotelID=5	Standard Single Double Room:	130 USD 140 USD
2	Hotel Terminus Av. Francisco O. Mugumbwé, 587 Tel. +258 21 491333/5/6; Fax: 258 –21 491284 Email: info@terminus.co.mz Website: http://www.terminus.co.mz/	Standard Room: Executive Room:	110 USD 128 USD
3	Hotel Tivoli Av. 25 de Setembro, 1321 Tel: +258-21 307601/4; Fax: +258 21 424966 Email: tivoli@teledata.mz Website: http://www.mozambique.co.za/Mozambique_Hotels_&_Resorts-travel/hotel-tivoli.html	Single Room: Double Room:	90 USD 107 USD
4	Hotel Turismo Av. 25 de Setembro, 1743 Tel: +258 21 352200; Fax: +258 21 352220	Single Room: Double Room:	70 USD 80 USD
5	Polana Serena Hotel Av. Julius Nyerere, 1380, Maputo Telef: 21 491001; Fax: 21 49148 Email: res@polana-hotel.co.mz Website: http://www.polana-hotel.co.mz	Standard Room: Executive Room:	175 USD 200 USD

Please note that if you choose your own accommodation other than what is listed above you will have to make your own transport arrangement to and from the workshop venue.

You must indicate 2 weeks before the workshop: Date of arrival, flight details and choice of accommodation. For further information, kindly contact Ms. Alda Rocha.

REGISTRATION AND IDENTIFICATION BADGES

Registration will take place on 10 November 2009 (8:30am – 9:00am) at the Workshop Venue prior to the opening ceremony. A full list of confirmed participants will be made available to the Workshop Secretariat and Venue Security, and participants will have to carry identification to be allowed entry into the workshop room.

Kindly also carry your invitation letter and personal identification for on site accreditation. For identification and security reasons, Identification Badges should be worn by all participants at all times during the Workshop and at official social functions.

TRANSPORT

You will arrive at Mavalane International Airport - Maputo, which is located just 5 kilometers from the centre of the Maputo City. INE Mozambique will provide buses

from the airport to the hotel and to take you to the airport at the end of the Conference.

INE buses will ferry participants from hotels to the Workshop venue in the mornings and back to the hotels at the end of the daily sessions. INE will not provide transport during lunch breaks. You can take a taxi, in this case.

MEDIUM OF EXCHANGE (Money)

The official currency is Metical (MT). There is no restriction on the amount of foreign currency that may be brought into Mozambique. All amount must however be declared with Customs and Excise officials on arrival.

Foreign exchange facilities are available through Bureau de Changes all day of the week from 09h00 to 18h00 p.m. where most popular currencies such as United States Dollar, British Pound, European Euro, South African Rand (ZAR), etc. can be changed into the local currency. All major credit cards (Visa) are acceptable in Mozambique.

EXCHANGE RATE

American Dollar to Metical:	1 =	28.019
British Pound to Metical:	1 =	44.862
SA Rand to Metical	1 =	3.789
European Euro to Metical:	1 =	41.252

(Source: Barclays Bank Mozambique, as of 12 October 2009)

For more information, please visit Barclays Mozambique website:

http://www.barclays.co.mz/por/produtos_e_servicos/node_328

OTHER INFORMATION

Local time: Greenwich Mean Time (GMT) +2

Electric current: 220 v, 50-60 Hz



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10 – 13 November 2009, Maputo, Mozambique

REGISTRATION FORM

Country		
City		
Organisation		
Surname		
Other Names		
Title or Position		
Business Address		
Telephone (office)		
Telephone (other)		
E-mail (official)		
E-mail (other)		
Passport details	Nationality	
	Date and Place of Birth	
	Passport Number	
	Date of issue	
	Expiry date	
*Details on arrival	Date and time	
	Flight Number	
*Details on departure	Date and time	
	Flight Number	

Please complete and send this form to: alda.rocha@ine.gov.mz and renato.cassamo@ine.gov.mz.

* May be completed later