

**International Workshop on CountryData:
Sharing Best Practice in the Dissemination of National Development Indicators**

Addis Ababa, Ethiopia
29 July – 2 August 2013

Information Note (Updated 17 July 2013)

Introduction

We welcome participants to the workshop on **Sharing Best Practice in the Dissemination of Development Indicators** scheduled to take place in Addis Ababa, Ethiopia 29 July – 2 August 2013. The venue of the meeting will be the United Nations Conference Centre (UNCC) at the United Nations Economic Commission for Africa Headquarters. The opening of the session will take place at 9:30AM on Monday, 29 July, in Caucus room 11, UNCC. All subsequent meetings will also be held from 0900 hours to 1200 hours and 1300 hours to 1630 hours. It is important to take note of the following information which will assist you in the planning and logistics of your travel and stay in Addis Ababa:

Immigration requirements

Participants from countries with an Ethiopian embassy or consulate (i.e. Ghana and Uganda) are requested to obtain an appropriate entry visa prior to entering Ethiopia. All participants **without an Ethiopian embassy or consulate in their country**, can obtain visas on arrival at Bole International Airport. The Ethiopian Immigration Authority requires that the list with the names of all participants is presented prior to their arrival and that the participants should carry with them and present to Immigration an Official Letter of Invitation to the event.

In order to assist participants in obtaining visas upon arrival, we need to receive the following particulars 5 working days in advance, i.e. **by 19 July 2013**:

- 1) First name and Second name
- 2) Nationality
- 3) Flight details (arrival and departure)

Please note that an Ethiopian visa costs \$ 20.00 or EURO 17.00 per person and the payment must be made either in USD or in EURO at the time of issue. Holders of diplomatic and service passports as well as United Nations Laissez-Passer will receive visas gratis. Bank receipts for money changed at the airport must be kept securely as they may be asked for on departure.

HEALTH REQUIREMENTS

Visitors to Ethiopia 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. As Addis Ababa is situated at an altitude of 2,400 meters, it is advisable to take precautionary measures to avoid some health problems that might occur because of high altitude.

The United Nations Health Care Centre (UNHCC), situated on the ground floor of the Conference Centre, provides emergency medical services to participants/delegates attending meetings at the UNCC. In case of a medical or dental emergency, please contact the following:

Dr. Grace Fombad
Chief, United Nations Health Care Centre
Telephone: +251-115-515828 or 517200 ext. 88888 or 448888
ECA Ambulance Telephone: + 251-115-514202 or 515828

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Guidelines on personal security and safety of participants

The United Nations Security and Safety Service is always ready to serve all its clients. In this regard, the cooperation of all participants is fully needed to ensure the safety of your valuables and personal security.

Do the following while you are on ECA premises:

- Display your Conference Badges and wear them visibly, as requested by authorized persons.
- Do not leave bags and parcels unattended; these will be confiscated or destroyed.
- Do not bring unauthorized persons and children into UNCC.
- Safeguard your valuable property.
- Check for your documents and items before you leave conference halls and meeting rooms.
- If you lose any valuable items within the premises, inform UN Security and Safety Services or inform the nearest Security Officer.

If you are off the ECA premises and in the hotel:

- Upon entering or leaving your room, make it a habit to lock the door.
- Before leaving, inspect your room to make sure no money, jewellery, cameras, etc., have been left exposed.
- Deposit valuables or portable items at the reception desk and obtain a receipt.
- Should you observe anything suspicious or out of the ordinary please contact Security Services.

Useful Telephone numbers

Emergency Numbers

UN Control Room – Addis Ababa (24 hrs)	+251-115-445135/ 576537/ 445060
Security Chief	+251-911-201802
Deputy Chief	+251-911-508578
Assistant Chief	+251-911-508209

Emergencies outside of Addis:

UNDSS Operations Centre (24 hrs)	+251-115-511726/ 444428
Sat Phone	+873762546835
Police Emergency Numbers (24 hrs)	911
Security Advisor of Ethiopia	+251-911-511906
Addis Ababa Police Commission	+251-116-610161/ 630063/ 180556/ 118-612398
Federal Police:	+251-115-526303/ 524077/ 526302
Kirkos Sub-City Police Department	+251-115-528044/ 534775/ 504940/ 517260

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Airline reservations

A number of International Airlines operate to and from Addis Ababa. It is required that participants secure their return/onward air passage prior to their arrival in Addis Ababa. Gashem Travel and Airlink Travel are the official travel agencies on site at ECA to assist with re-confirmation of tickets and to provide participants with travel and tour-related information. They are reachable at the following telephone numbers:

- **Gashem Travel** Tel: +251 115 443051/ 443052/ 444038 or +251 911 250468 (mobile)
- **Airlink Travel** Tel: +251 115 444334/ 444336/ 444337 or +251 921 798128 (mobile)

Please also note that Ethiopian Airlines and Kenya Airways have offices in the ECA compound, in the Rotunda.

Please have your ticket available when visiting the Travel agencies and the Airlines to re-confirm your flights.

HOTEL ACCOMMODATION

Participants should contact the hotels directly to arrange, confirm and guarantee their bookings. In addition to accommodation costs, all participants will be responsible for all other additional costs: i.e. breakfast (where not included), telephone, Internet/fax, room service, mini-bar and laundry, meals (i.e. lunch and dinner) - and must pay these directly to the hotel at checkout time. The following hotels are recommended:

No.	Hotel (Nearest to UNCC)	Type of Rooms	UN Rate	Rooms
1	HILTON HOTEL Tel: (251-11) 5 51 84 00 Tel: (251-11) 5 51 00 64 Fax: (251-11) 5 51 17 18 Email: salesaddis@hilton.com	Single Single pool view Double Executive Rooms Single mountain view Single pool view Duplex	US\$ 195.00 US\$ 195.00 US\$ 210.00 US\$ 245.00 US\$ 260.00 US\$ 265.00 Plus 26.5% tax	372
2	JUPITER INTERNATIONAL HOTEL - KASANCHES Tel: (251-11) 5 52 73 33 Fax: (251-11) 5 52 64 18	Standard Single Rooms Double Occupancy Super Deluxe	US\$ 90.00 US\$ 110.00 US\$ 130.00	102
3	INTERCONTINENTAL HOTEL Tel: (251-11) 5 50 50 66 Fax: (251-11) 5 54 00 90/96 Mob.: (251-911) 459494	King Deluxe Room (Standard) Double occupancy Twin Deluxe Rooms	US\$ 128.00 US\$ 143.00 US\$ 143.00	152
4	NIGIST TOWERS GUEST HOUSE Tel: (251-11) 5 50 97 70	Studio One Bed Room Two Bed Room	US\$ 72.00 US\$ 84.00 US\$ 114.00	
5	RADISSON BLU HOTEL Tel: (251-11) 5-15 76 00 Fax: (251-11) 5-15 76 01	Single Standard room	US\$ 180.00	

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No.	Hotel (Further from UNCC)	Type of Rooms	UN Rate	Rooms
1	ADOT-TINA HOTEL Tel: (251-11)4 67 39 39 Fax: (251-11)4 67 41 11 Mobile: (251-911) 07 29 37	Standard Rooms Double Occupancy	US\$ 70.00 US\$ 80.00	40
2	CENTRAL SHOA HOTEL Tel: (251-11)6 61 14 54 Tel: (251-11)6 61 50 01 Fax: (251-11)6 61 00 63	Single Rooms Double Rooms	US\$ 40.00 US\$ 50.00	49
3	GHION HOTEL Tel: (251-11)5 51 32 22 Tel: (251-11)5 51 00 99 Fax: (251-11)5 50 51 50 / 5 51 02 78	Standard Rooms Double Rooms	US\$ 79.00 US\$ 93.00	210
4	HOTEL De LEOPOL Tel: (251-11) 5 50 77 77 Mobile: (251-911) 67 78 73 Fax: (251-11) 5 53 14 66 Fax: (251-11) 5 15 50 80	Standard Rooms Double Occupancy	US\$ 75.00 US\$ 85.00	74
5	PLAZA HOTEL Tel: (251-11) 6 61 22 00 Tel: (251-11) 6 61 29 39 Fax: (251-11) 6 61 30 44	Single Rooms Double Rooms	US\$ 45.00 US\$ 50.00	39
6	SHERATON HOTEL Tel: (251-11) 5 17 17 17 Fax: (251-11) 5 17 27 27	Club Room (single) Double Executive Rooms Executive Double Suite	US\$ 256.00* US\$ 256.00* US\$ 355.00* US\$ 385.00* US\$ 735.00*	295 * Plus 26.5% TAX
7	JUPITER INTERNATIONAL HOTEL – BOLE Tel: (251-11) 6 61 69 69/70 Fax: (251-11) 6 61 69 99	Standard Single Rooms Double Occupancy Super Deluxe	US\$ 90.00 US\$ 110.00 US\$ 130.00	40
8	HARMONY HOTEL Tel: (251-11) 6 18 31 00 Fax: (251-11) 6 18 29 10 Mob.: (251-913) 86 77 78	Standard Single Twin Rooms	US\$ 100.00 US\$ 112.00	67
9	PANORAMA HOTEL Tel: (251-11) 6 61 60 70 Fax: (251-11) 6 61 60 72	Single Rooms	US\$ 70.00	45
10	TDS HOTEL Tel: (251-11) 6 63 58 13/16/17/19/25 Fax: (251-11) 6 63 58 90 / 011 6 62 17 38 / 011 6 63 58 17	Single Room Double Room Twin Room	US\$ 60.00 US\$ 65.00 US\$ 75.00	25
11	DREAMLINER HOTEL Tel: (251-11) 4 67 40 00 Fax: (251-11) 4 67 40 01 Mob. : (251-911) 24 07 51	Standard Single, Standard King, Deluxe King, Deluxe Twin, Premium Deluxe (Any available rooms) Double Occupancy	US\$ 80.00 US\$ 100.00	96

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No.	Hotel (Further from UNCC)	Type of Rooms	UN Rate	Rooms
12	NATIONAL HOTEL Tel: (251-11) 5 51 51 66 Fax: (251-11) 5 51 34 17	Single Rooms Double occupancy Suite room Double Occupancy	US\$ 50.00 US\$ 65.00 US\$ 65.00 US\$ 70.00	52
13	MN INTERNATIONAL HOTEL Tel: (251-11) 6 62 08 31/33/34/35 Fax: (251-11) 6 62 08 32	Single Rooms Double Rooms	US\$ 60.00 US\$ 80.00	91
14	KZ HOTEL Tel: (251-11) 6 62 16 77 / 61 48 36 Fax: (251-11) 6 18 51 38	Single Rooms Double Rooms	US\$ 65.00 US\$ 75.00	32
15	WASSAMAR HOTEL Tel: (251-11) 6-61-00-55 Fax:(251-11) 6-61-00-65	Single Rooms Double Rooms	US\$ 95.00 US\$ 110.00	
16	BOLE AMBASSADOR HOTEL Tel: (251-11) 6 18 82 81/84 (251-11) 6 18 76 30/31 Fax: (251-11) 6 18 70 96	Single Rooms Twin Rooms	US\$ 80.00 US\$ 95.00	48
17	CHURCHLL HOTEL Tel: (251-11) 1 11 12 12 / 1 56 86 48 Mob: (251-911) 48 54 09 Fax: (251-11) 1 11 88 00	Single Rooms	US\$ 95.00	53
18	GLOBAL HOTEL Tel: (251-11) 4 66 47 66 (251-11) 4 66 47 23 Fax: (251-11) 4 67 34 22	Single Rooms Studio Suit	US\$ 63.00 US\$ 74.00 US\$ 100.00	50
19	KALEB HOTEL Tel: (251-11) 6-62-22-00 Fax: (251-11) 6-62-80-98	Single Standard Room	US\$ 85.00	

Rates are inclusive of breakfast, service charge and VAT unless where indicated

1. When requesting booking in a hotel offering more than one type of rooms with different rates, the self-sponsored participants are requested to specify the preferred room type.
2. Rooms will be reserved on “first come, first serve” basis, depending on room availability.
3. Self-sponsored participants may be booked in another hotel from the same category.
4. Self-sponsored participants are requested to provide their contact details on the registration form. Their contact details will be submitted to the hotels for further communication if need be. Hotels may need credit card details or other means of guarantee from the participants to keep their bookings.

Registration and identification badges

Participants will be required to register and obtain Identification Badges prior to the opening of the meeting. The venue of registration will be at the Delegates Registration Building (DRB) **at the pedestrian entrance of the UNCC.**

For security reasons, Identification Badges should be worn by all participants, at all times, during the conference as well as during official social functions. The UNCC is open from 8:30 to 17:30 Monday to Thursday and 8:30 to 14:30 on Friday.

Registration will start from 8:30am on Monday, 29 July 2013 at the DRB.

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Transport

You will arrive at Bole International Airport, which is located just 5 kilometres away from the centre of Addis Ababa. If you would like transportation in Addis Ababa please book a taxi through the National Tourism Organization (NTO) by calling +251-115-151722 or + 251-115-518400, or take the yellow taxis parked outside your hotel.

ICT services

UNCC is equipped with WIFI. Technical support is available through the ECA Help Desk (phone +251-115-443123, email: ihelpdesk@uneca.org). Technical support for presentations must be arranged in advance with the UNCC support team.

Please be advised that Blackberry Services are not available in Ethiopia.

Catering facilities

Catering facilities that are readily available for refreshments and meals in the ECA compound include the following:

Sheraton Addis, located on the 2nd floor of UNCC
Lalibela Restaurant, located near the Nigeria Lounge, near Africa Hall
Bon Café Restaurant, located in the gardens below Nigeria Lounge
Kaldis Cafe, located in the Rotunda, near Africa Hall.

Restaurants in Addis Ababa

Below is a list of selected restaurants in Addis Ababa:

International

Aladdin Restaurant

011-661-4109 / 011-661-4109
Off Bole Road, near the Japanese Embassy's Residence
Known for: Grilled meat, humus, tabbouleh
7 days a week

Antica Restaurant

011-663-4841 / 091-122-5019
Off Bole Road, near Moonlight Lounge
Known for: Brick oven pizza and hot rock BBQ
7 days a week

Beer Garden Inn

011-618-2595/91
Behind Edna Mall
Known for: Home brewed beer and European dishes
Closed on Mondays

Castelli

011-157 17 57 / 011-156-3580
Off Piazza Arada Road, opposite Mahmoud Music Shop
Known for: Pasta, grilled fish, chicken and salads
Closed on Sundays

Elfign/Top View

011-651-1573 / 011-651-1573
Up the hill from Megenagna Roundabout Asmara Road
Known for: Pasta/ traditional food
Closed on Mondays

Gati Thai Restaurant

091-215-6396 / 091-215-6396
Near Saay Pastry, opposite UNHCR office
7 days a week

Greek Club

011-553-0485 / 011-553-0485
Off Olympia Road, further down from Greek School
Known for: Moussaka
7 days a week

Jacaranda (Hilton)

011-551-8400 / 011-551-8400 Ext.986
In the Garden Wing of the Hotel
Known for: Unique menu that changes frequently
Closed on Sundays

Kaffa House (Hilton)

011-551-8400 / 011-551-8400 Ext. 962
In the main lobby of the Hilton
Known for: Seafood every Friday
7 days a week

Les Arcades (Sheraton Addis)

011-517-1717 / 011-517-1717 Ext. 6604
Known for: Gourmet menu
Closed on Sundays

Makush Restaurant

011-552-6848 / 011-552-6855
1st Floor Mega Building
Known for: Ravioli
7 days a week

Rodeo Bar and Restaurant

011-551-0294 / 011-551-0294
Bole, opposite Shoa Supermarket
Known for: BBQ on Thursdays, Fridays and Saturdays
7 days a week

Sangam Restaurant

011-551-8976 / 011-551-8976/551-6579
Bole Road, near Mega Building
Known for: Chicken Tandoori and fresh naan
7 days a week

Shaheen (Sheraton)

011-517-1717 Ext. 3633
Known for: Live cooking, delicate flavours
7 days a week

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Sichuan Restaurant

091-160-3926 / 091-160-3926
Haile Gebre Selassie Road
WAF Building, 6th floor
known for: Sizzling beef, dumplings and
Sichuan dishes
Closed on Mondays

Stagioni (Sheraton Addis)

011-517-1717 Ext. 6097
Known for: Regional menus
7 days a week

Zebra Grill

011-662-3630 / 011-662-3630
On Hayahulet Road, next to Millennium
Buildings opposite Dembel in Bedesta Building
9th floor
Known for: Grilled foods
7 days a week

Ethiopian

Abasha Restaurant

011-551-8358 / 011-551-8358
Bole Road, next to Sabit Building
Known for: Kuinta Firfir
and Bozena Shiro
7 days a week

Bonne Annee

011-416-6200 / 011-416-6200
Off Bole Road at Olympia, towards Meskel
Flower Hotel, next to Dawel Hotel
Known for: Shiro and Tibs
7 days a week

Dashen Restaurant

011-552-9746 / 011-655-6437
Behind the Main Post Office
Known for: Melas Tibs and live music on
weekend nights
7 days a week

Fasika National Restaurant

011-550-9912 / 011-5514193
Off Bole Road, opposite Sunshine Building
Known for: Enfele and live music
Closed on Sundays

Home Lounge and Bar

011-515-3365 / 011-515-3365
Behind Mega Building on Bole Road
Known for: Bozena Shiro and Gomen Besega
7 days a week

Shangri La Restaurant

091-122-3489 / 091-122-3489
Mickey Leyland Road (adjacent to the EC)
Known for: Ethiopian dishes, Tej and Kitfo
(raw meat)
7 days a week

Mobile Phones

Participants are encouraged to bring with them a dual band mobile handset (900/1800 MHZ). Ethiopian Telecommunication Company offers SIM cards with prepaid airtime. The total package, which costs Ethiopian Birr 40.00, includes Ethiopian Birr 15 airtime. It takes approximately 2 days to have the Ethiopian Telecommunication Mobile Phone connected.

General Information about Ethiopia

Ethiopia is as large as France and Spain combined and has an area of 1,112,000 square metres. Addis Ababa is situated at an altitude of 2,400 metres. Agriculture is the backbone of the national economy, and the principal exports from this sector include coffee, oil seeds, pulses, flowers, vegetables, sugar and animal feed. About 90 per cent of the population earns its living from the land. There is also a vibrant livestock sector, and exports include cattle, hides and skins.

The population of Ethiopia is estimated at 80 million, and over 50 per cent of the population is under 20 years of age. The average number of inhabitants per square kilometre is 69. Ethiopia is a multi-ethnic State with a great variety of spoken languages. There are 83 languages with 200 dialects, and the three main languages are Amharic, Tigrigna and Oromigna. English, French, Italian and Arabic are also spoken, mainly in Addis Ababa. Additional information on Ethiopia and ECA can be found on the <http://www.uneca.org>, <http://www.ethionet.et>, and <http://tour.ethiopianonline.net>.

Climate

Ethiopia has two main seasons. The dry season lasts from October through May, and the rainy season starts in late June and ends in September. Temperatures depend on season and altitude.

Electric Supply

Electric supply in Ethiopia is 220-240 volts, 50 cycles AC accessible via 13-amp, two-pin (Italian) socket.

Currency: Birr

Ethiopian currency is denominated in “Birr” and “centimes”. The exchange rate fluctuates. The UN official exchange rate was USD 1.00 = ETB 17.59 as of June 2012.

There is a branch of the Commercial Bank of Ethiopia in the ECA compound – located in the Rotunda. This Bank is open Monday – Friday, from 8:00 a.m. to 12:45 p.m. and from 2:00 p.m. to 4:30 p.m. There is also an authorized exchange centre (Forex) at the Sheraton Hotel and ATM machines for Visa/ Mastercard users at the UNCC Business Centre and in various hotels including Sheraton, Hilton, Radisson Blu, Intercontinental, Ethiopia, and Wabe Shebelle, which will give you money in Birr.