



FIRST INTERNATIONAL AGRO-INDUSTRY INVESTMENT FORUM ETHIOPIA

UNLEASHING ETHIOPIA'S INVESTMENT POTENTIAL

5 to 7 OCTOBER 2016
UNECA Building
ADDIS ABABA | ETHIOPIA

LOGISTICS NOTE FOR PARTICIPANTS



In partnership with:



International Finance Corporation
WORLD BANK GROUP



THE WORLD BANK
IBRD - IDA | WORLD BANK GROUP



ITALIAN AGENCY FOR DEVELOPMENT COOPERATION



United Nations Economic Commission for Africa

1. Online registration

To register for the *First International Agro-Industry Investment Forum*, please go to the forum's webpage: <https://isid.unido.org/aife1.html>. Registration closes at midnight on Monday, 3 October 2016.

For participants requiring a visa upon arrival, please register latest by Friday, 30 September 2016 in order to facilitate immigration procedures (please refer to section 3 on passport and visa requirements below).

Should you have any problems with the online registration, please contact:

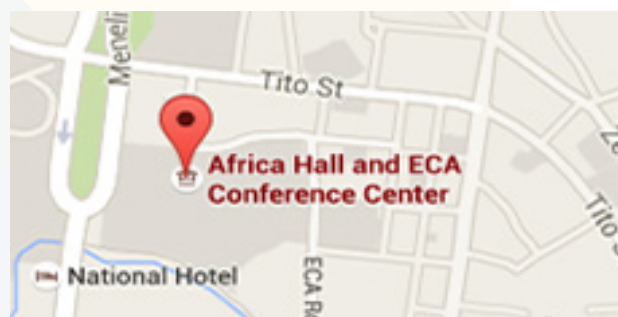
Ms. Sabine Haspel, UNIDO Headquarters

E-mail: s.haspel@unido.org

Tel.: +43 (1) 26026-3754

2. Venue

The investment forum will be held at the United Nations Conference Centre (UNCC) in Addis Ababa, at the headquarters of the Economic Commission for Africa (ECA). Meetings among business representatives (B2B) and business and government officials (B2G) will be organized in the same building. Several rooms are reserved for this purpose. The exhibition will also be featured in the conference centre.



For more information regarding the B2B, the B2G and the exhibition, please contact:

Ms. Yoadan Tilahun,

Managing Director

Flawless Events

E-mail: yoadan@flawlessevents.net

Tel.: +251 911 513 904

www.flawlessevents.net

3. Passport and visa requirements

Each participant is responsible for providing a valid passport to enter Ethiopia. All foreigners (except nationals of Djibouti and Kenya) require a visa to enter Ethiopia.

Forum organizers will facilitate visas upon arrival at Bole International Airport. Participants who would like to benefit from this service are requested to submit their passport number **before 30 September 2016** to the below e-mail address. Please note that a conference visa costs USD 30 per person. Payment must be made in either US dollars or in Euros at the time of issuance. Holders of diplomatic and service passports or a United Nations Laissez-Passer will receive visas gratis. There will be a separate **fast-track immigration window at Bole International Airport** for confirmed conference participants.

Please send your passport number and /or any additional enquires regarding visa requirements to: IsidForum@unido.org

4. Accommodation in Addis Ababa

Block reservations for participants have been made at the hotels listed below and will be held until 26 September 2016.

Bookings will be made on a first-come, first-served basis. When booking a room with the hotel, please state “Group code: UNIDO” in the subject line of your email.

All the hotels listed below offer shuttle service from and to the airport. Kindly book your airport shuttle when making your hotel reservation.

No	Hotel	E-mail	Telephone	Distance from UNCC	Shuttle from Airport to Hotel	Transport from Hotel to UNCC
1	Sheraton Addis Hotel	Getachew.melese@luxurycollection.com	+251115171717	7 min. drive	Provided	Provided
2	Hilton Hotel	Tewodros.bayou@hilton.com	+251115170000	5 min. drive	Provided	Provided
3	Radisson Blu Hotel	Events.addisababa@radissonblu.com	+251115157600	7 min. walk	Provided	Not required
4	Jupiter International Hotel	Ayelech.g@jupiterinternationalhotel.com	+251115526370	7 min. walk	Provided	Not required
5	Intercontinental Addis Hotel	amare.getahun@intercontinentaladdis.com	+251115505066	5 min. walk	Provided	Not required
6	Elilly International Hotel	info@elillyhotel.com	+251115587777	2 min. walk	Provided	Not required
7	Capital Hotel and Spa	rteka@capitalhotelandspa.com	+251116672100	10 min. drive	Provided	Provided
8	Aphrodite International Hotel	reservation@aphroditeaddis.com	+251115572220	3 min. walk	Provided Provided	Not required
9	Marriot Executives Apartment	tigist.juneydin@marriotthotels.com	+251115184600	7 min. drive	Provided	Provided

The full list of hotels is annexed to this note. Should you require any further assistance regarding hotels in Addis Ababa, please contact:

Ms. Mahider Kebede

E-mail: mahider@eshievents.com or info@eshievents.com

Tel.: +251 911 11 32 09

www.eshievents.com

5. Transport

Airport to hotel:

- Almost all hotels provide shuttle bus service between the hotel and the airport. Please contact your hotel directly to arrange shuttle bus pickup.
- In addition to hotel shuttles, forum organizers will arrange minivans for airport pickup. If you require transport arrangements, please contact the person below in advance.

Hotel to forum venue:

- Transport from Sheraton Addis Hotel, Capital Hotel and Spa, Hilton Hotel and Marriot Apartment Hotel to the UN Conference Centre will be arranged by forum organizers. For any transport arrangements, please contact:

Ms. Eman Ahmed

E-mail: eman.ahmed@eshievents.com or info@eshievents.com

Tel.: +251 910 10 98 99

www.eshievents.com

6. Conference badges

Confirmed participants can collect their conference badges at **UNECA gate number 2**, from 9 am to 5 pm as of 3 October, two days before the forum. Please note you must present an official identification document (passport or ID card) to collect your badge.

For further information, please contact:

Ms. Mahider Kebede

E-mail: mahider@eshievents.com or info@eshievents.com

Tel.: +251 911 11 32 09

www.eshievents.com

7. Security

The Government of Ethiopia will provide 24 hour security services for the duration of the event at venues and hotels where participants are staying.

8. Members of the press and press equipment

All media personnel are required to apply for media accreditation and media equipment clearance through the Government Communication Affairs Office of Ethiopia.

Contact person:

Mr. Shambel Tilahun,

Acting Media Relations Team Leader,
Government Communications Affairs Office, Ethiopia

E-mail: alazaru777@gmail.com

Tel: +251 911 747 313

Ms. Tsion Dereje,

UNIDO Regional Office Ethiopia

E-mail: t.habtemariam@unido.org

Tel: +251 911 862 377

9. Special aircraft

Private/chartered planes transporting delegations will land at Addis Ababa Bole International Airport. In order to ensure official aircrafts a safe journey through Ethiopian Airspace, it is required to submit the permission request form for over flight and landing of the aircraft, which includes the following relevant information:

- Name of carrier;
- Name and type of aircraft;
- Entry and exit points in Ethiopia;
- Call sign;
- Point of departure and destinations; and
- Dates and times of arrival and departure.

In order to get the necessary permit, the details indicated above should be submitted to contact person:

Mr. Bruk Asmellash,

UNIDO Regional Office, Ethiopia

E-mail: b.hadgu@unido.org,

Tel: +251 911 239 475

10. Other logistical information

Currency and money matters

Foreign currency is rarely used in Ethiopia; instead you will be required to pay for most hotels, tours and food with Ethiopian currency -- Birr. The official exchange rate is USD 1.00 = ETB 22 (as of August 2016).

Cash, credit cards and ATMs

The US Dollar, Euro and Pound Sterling can be exchanged at any of the commercial banks including the ones located at Bole International Airport and the ECA compound. ATM machines in Ethiopia also recognize major foreign debit or credit cards.

Telephone numbers of hospitals in Addis Ababa

Sr. No	Name of Hospital	Phone Number
1	Black Lion Specialized Hospital	+251-11-551-1211 +251-11-826-6354
2	St. Paul's Hospital Millennium Medical college	+251-11-275-0125 +251-11-276-8302 +251-11-276-3536
3	Armed Forces Referral and Teaching Hospital	+251-11-371-2020
4	Land Mark Hospital	+251-11-552-5463
5	Myungsung Christian Medical Center/Korean Hospital	+251-11-629-5427
6	Bethel Teaching Hospital	+251-11-349-5477/76
7	Hayat Hospital	+251-11-662-4488

11. Contact points for logistical information

For any further other logistical queries, please contact:

UNIDO Regional Office, Addis Ababa, Ethiopia:

- **Mr. Bruk Asmellash, Tel:** +251 911 23 94 75, **E-mail:** b.hadgu@unido.org
- **Mr. Stephan Kargbo, Tel:** +251 911 226 150, **E-mail:** s.kargbo@unido.org

UNIDO headquarters in Vienna, Austria:

- **Ms. Adriana Miljkovicova, Tel:** +43 (1) 26026-3961, **E-mail:** a.miljkovicova@unido.org

Government officials participating in the forum are advised to contact their respective embassies in Ethiopia.

Ethio telecom major products and services

Ethio telecom sells SIM cards with pre-charged airtime.

Product/Services	Tariff (ETB)	Remark
2G GSM prepaid mobile SIM Card	30.00	With 15 birr default airtime
3G WCDMA prepaid mobile SIM Card	60.00	With 15 birr default airtime
4G LTE Mobile	300.00	With 15 birr default airtime
Mobile National Calling Tariff : for both pre-paid and Postpaid (GSM, CDMA, 4G LTE)	Peak Time: 0.83 per minute Off peak Time : 0.35	
International Calling Tariffs:		
<ul style="list-style-type: none"> Zone 1: Asia, Europe, middle East & North America 	8.63	Applicable for both mobile and fixed line
<ul style="list-style-type: none"> Zone 2: Africa, Oceania and South America 	10.29	Applicable for both mobile and fixed line
<ul style="list-style-type: none"> Zone 3: Special Zone: DIEGO GARCIA, ASCENSION ISLAND, ST. HELENA, TOKELAU, NORFOLK ISLAND, SAO TOME, ANTARCTICA, WALLIS & FUTUNA, SOLOMON ISLANDS, EAST TIMOR, NAURU, CUBA, FALKLAND ISLANDS, NIUE ISLAND, MALDIVES, COOK ISLANDS, NORTH KOREA, PAPUA NEW GUINEA, MADAGASCAR, TUVALU, KIRIBATI AND COMOROS 	23.00	Applicable for both mobile and fixed line
SMS:		Per SMS
<ul style="list-style-type: none"> To Local 	0.35	
<ul style="list-style-type: none"> To Djibouti 	4.37	
<ul style="list-style-type: none"> To the rest of the world 	6.10	
Fixed line calling tariff:		
<ul style="list-style-type: none"> Inside town 	Peak Hour: 0.23 Off Peak Hour: 0.23	Per 6 minute
<ul style="list-style-type: none"> Outside town 	Peak Hour: 0.46 Off Peak Hour: 0.29	Per minute

NB: All prices are 15 % VAT inclusive

List of five, four and three star hotels in Addis Ababa

No	Name of Hotel	No. of Rooms	Telephone Numbers	Star	E-Mail Address	Contact person	Distance from ECA Approx.
1	Sheraton Addis Hotel	294	0115171717 0911 200046	Five	reservationaddisethiopia@luxurycollection.com	Mr. Daniel Beyene	5km
2	Capital Hotel and Spa	114	0116 672100 0912 503158	Five	reservation@capitalhotelandspa.com		6 km
3	Elilly International Hotel	155	0115 587777 0911 604941	Five	info@elillyhotel.com.et	Mr. Tesfaye Beressa	1 km
4	Marriot Executives Apartment	108	0115 184600 0929 383488	Five	tigistjuneydin@marriott-hotels.com	Ms. Tigist Juneydin	2km
5	Radisson Blue Hotel	204	0115 157600 0911 648671	Five	Events.addisababa@radissonblu.com	Ms Hiwot Tefera	1km
6	Golden Tulip Hotel	50	0116 183333 0941 626351	Five	sales@goldentulipaddisababa.com	Ms. Genet Belaye	6 km
7	Debredamo Hotel	20	0116612630	Four	reservation@debredamohotel.com	Dr Mihret G/ mariam	6 km
8	Dreamliner Hotel	96	01146740007	Four	Marketingmanager@dreamlinerhotel.com	Ms. Rediat Mengistu	10 km
9	Friendship Hotel	104	0116670202	Four	marketing@friendshiphotel.com.et	Mr. Geta Bechal wondosen	6 km
10	GatFam Hotel	95	0116673175	Four	reservation@gatfamhotel.com	Mr. Mikias	6 km
11	Harmony Hotel	150	0116183100	Four	info@harmonyhotelethiopia.com	Mr. Silesh Debebe	6 km
12	Intercontinental Hotel	151	0115505066	Four	gm@intercontinentaladdis.com	Ms. Firehiwot	3 km
13	Jupiter International Hotel (kazanchise)	102	0116616969	Four	reservation@jupiterinternationalhotel.com	Ms. Ayelech	1 km
14	Jupiter International Hotel (Bole)	40	0115527333	Four	reservation@jupiterinternationalhotel.com	Ms. Ayelech	6 km
15	Nazrawi Hotel	24	0114674465	Four	reservation@nazrahotel.com	Mr. Wosenu H/mariam	8 km
16	Nexus Hotel	66	0116670067	Four	marketing@nexusaddis.com	Ms. Alemtsehaye Hunegnawu	6 km

17	Saromaria Hotel	87	0116672167	Four	reservation@saromariahotel.com	Ms. Selamawit Adane	7 km
18	Sarem International Hotel	43	0111262088	Four	reservation@saremhotel.com	Mr. Tofic Nasr	10 km
19	Washington Hotel	70	0116392239 0938977680	Four	reservation@washingtonaddis.com	Ms. Mahilet Gudeta	6 km
20	Tegen Guest Accommodation Hotel	32	011 618 2870 0911474439	Four	info@tegenaccom.com	Mr. Mulat	7 km
21	Addis Regency Hotel	33	0913141583	Three	info@addisregency.com	Ms. Mulunesh Seid	6 km
22	Addis View Hotel	18	0111249766	Three	Mesfin.negussie@gmail.com	Mr. Mesfin Negussie	7 km
23	Addissinia Hotel	58	0911511569	Three	addissiniahotel@gmail.com	Mr. Abrham Zerihun	7.8 km
24	Caravan Hotel	37	0116612297	Three	caravanhotel@caravanaddis.com	Mr. Belete Taglo	8 km
25	Aphrodite Hotel	52	0115572220	Three	reservation@aphroditeaddis.com	Mr. Addisu	5 km
26	Ararat Hotel	94	0116461166	Three	ararathotelethiopia@gmail.com	Mr. Alemneh Negussie	8 km
27	Beer Garden Inn Hotel	32	0116182595 0116182591	Three	info@beergardeninn.com	Ms. Arian Adisitu Tsiwo	5 km
28	Beshale Hotel	64	0116478181/88	Three	info@beshalehotel.com	Mr. Misrak Abebe	8 km
29	Ambassador Hotel	123	0116187098 0116188284	Three	reservation@ambassadorhotelethiopia.com		6 km
30	Crown Hotel	71	0114391444 0911607862	Three	info@crownhoteladdis.com	Mr. Elias Tewolde	12 km
31	Cyan city Hotel	40	0911207900 0911517901	Three	info@cyancityhoteladdis.com	Mr. Hailu Asefa	10 km
32	Embilita Hotel	39	0112758787	Three	embilitahotel@yahoo.com	Mr. Mulugeta Abate	10 km
33	Global Hotel	50	0114663906 0114664766	Three	globalhoteladdisababa@gmail.com	Mr. Damtewu Mekonen	2 km
34	Hilton Addis Ababa Hotel	400	0115170000 0115518400	Three	Ayehu.worede@hilton.com	Mr. Ayehu Worede	1 km
35	Kaleb Hotel	64	0116622200	Three	reservation@kalebhotel.com	Mr. Besufikad	6 km
36	Kings Hotel	34	0113711300	Three	kings@27au@gmail.com	Ms. Eyerusalem Mengistu	5 km
37	Monarch Hotel	80	0116672480/1/2	Three	info@monarchaddis.com	Mr. Yayehirad Yemwodewu	6 km
38	Panorama Hotel	65	0116616070	Three	info@panoramaaddis.com	Mr. Alazar Teklu	6 km

39	Sidra Hotel	26	0116617777 0116618888	Three	info@sidrahotel.com	Mr. Ashenafi Mulugeta	6 km
40	Seyonat Hotel	40	0116626372	Three	reservation@hotelseyonat.com	Mr. Eshet Fentahun	6 km
41	Solo Te Hotel	35	0116670021	Three	info@solotehotel.com	Ms. Netsanet Bekele	6 km
42	The Residence Hotel	18	0115571025 0911503125	Three	info@theresidenceaddis.com	Mr. Fisha Lisan	6 km
43	Wassamar Hotel	66	0116610055	Three	info@wassamarhotel.com	Mr. Meles Hailu	6 km
44	Umma Hotel	33	0113719445 0911507824	Three	rabi@ummahotels.com	Mr. Rabi Hussen	6 km
45	Top Ten Hotel	48	0116464449	Three	info@toptenethiopia.com	Ms. Eleni Kebede	6 km
46	Southern Addis Hotel	40	0116610505/06 0910221659	Three	info@southernaddishotel.com	Mr. Andualem	6 km



UNITED NATIONS
INDUSTRIAL DEVELOPMENT ORGANIZATION

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