

6TH COECSA ANNUAL SCIENTIFIC CONGRESS
United Nations Conference Center – Addis Ababa, ETHIOPIA
29th – 31st AUGUST, 2018

IMPORTANT LOGISTICS NOTE

Arrival at Addis Ababa Bole International Airport

- If you are obtaining your conference visa on arrival, make sure to have your Flawless Events invitation letter and your visa on arrival approval on hand, along with up to \$50 in cash to pay for your visa. Upon arrival in the immigration area – do follow the “visa on-arrival” signage.
- If you have already secured your visa, proceed to the regular immigration officer windows.
- You will find banks in the immigration area where you can exchange your foreign currency if you need to do so. All banks have the same rate so feel free to use the bank at the airport if you need to.

Airport to Hotel Shuttle

- Once you exit the customs area with your luggage, please look for the stand/booth of the hotel you have booked with. The hotel will provide you with the shuttle service as long as you have pre-arranged with them. Otherwise, there are taxis outside of the arrival terminal that are safe to use.

Registration / Badging

- Please note the following schedule for badging / registration timeline. Please bring your government ID to pick up your badge (i.e. passport / driving license, office ID, etc.). Make sure to wear your badge at all times during the congress and if you lose your badge notify security or one of the support staff of the congress.

Date: August 30th

Time: 8:00 to 17:00

Location: UNCC, Gate 2 (entrance by Elilly Hotel)

Date: August 31st

Time: 8:00 to 15:00

Location: UNCC, Gate 2 (entrance by Elilly Hotel)

Please expect a bit of delay at security check-point at the UNCC – only bring items you need to reduce check point delay. Note that there is a short walk between the security gate and the building entrance. Do not forget your umbrella!

Congress Shuttle Service

Group shuttle service will be provided from [Official Congress Hotels](#) that are listed on the website only. If you are staying in a different hotel, note that you take the bus closest to your hotel as per the timeline on the schedule or arrange your own transport to the venue.

Please refer to the enclosed shuttle service for detailed information also available on the website. As an overview note the following:

Venue (United Nation Conference Center, UNCC)

August 30th

- Hotel to UNCC: 7:10 Bole Ambassador, 7:20 Friendship, 7:50 Hilton
- UNCC to Hotel: 17:55
- Hotel to Dinner at Yod Abyssinia: 18:40
- UNCC to Dinner at Yod Abyssinia: 18:40
- Yod Abyssinia back to Hotel: 22:00

August 31st

- Hotel to UNCC: 7:10 Bole Ambassador, 7:20 Friendship, 7:50 Hilton
- UNCC to Hotel: 18:40

Shuttle to UNCC is not available for Elilly Hotel, Intercontinental Hotel, Jupiter Hotel and Radisson Hotel.

Note that there won't be any shuttle service in the middle of the day. Any additional needs outside of this schedule will need to be arranged on your own. We recommend that you only use taxis that are marked clearly as such. They are easily found around all hotels.

Exhibition

- Exhibition booth setup date is Aug 29th from 8:30am to 4:30pm only. Note that you will **not** be able to bring exhibit items on Aug 30 & 31.
- Company/organization names will be posted on the panel of the exhibition booth where exhibitors can setup only on their allocated space.
- Exhibition will be open on Aug 30 & 31 from 8:30 to 17:00
- Exhibitors are responsible for setting up their booth on Aug 29th and support staff will only provide guidance on venue regulations.
- Exhibitors are not allowed to sell or buy any products or services.
- Exhibition security will be available from Aug 29th to Aug 31st

Weather

It is currently cold and wet in Addis Ababa with temperatures ranging from 10 degrees Celsius to 20 degrees Celsius. . We strongly recommend that you pack your warm jackets and definitely an umbrella! Addis Ababa is located on a high altitude so please note that the mornings and evenings are cold. Also important to drink lots of water during your stay in Addis.

Health

- If you are traveling from a country that might be susceptible to yellow fever, please do not forget your yellow fever card.
- There is a clinic at the UN Conference Center for any emergencies. We recommend that you travel with a small emergency kit to address headaches, stomachaches and flu symptoms.
- Water: it is not recommended to drink tap water – please drink only bottled water
- Food: Avoid uncooked vegetables and raw meat
- Remember Addis Ababa is located at a high altitude so you might experience dizziness and headaches – keep hydrated and rest whenever you can.

Currency

- The Ethiopian currency is the birr. The exchange rate as of mid-August 2018 is around 27.45 birr to US\$1. Only exchange in official banks – do not seek to exchange on the black market. Only major currencies are exchanged, so please plan accordingly.
- ATMS are available in most, if not all, major hotels and malls and several other busy areas. It is not recommended to carry a big sum of cash.
- Don't forget to notify your bank that you will be traveling to Ethiopia, so they do not place a hold on your card.

Various

- Electricity: standard voltage is 220V [click here](#) to see if you will need a power plug adapter or voltage converter for the outlets in Ethiopia
- Safety: While Addis Ababa is known for being a very safe city, please be vigilant while walking on the streets and in the evening.

Contacts

- For general queries and concerns:
Call: + 251-935999235
Whatsapp: +251-912-287838
- For visa related queries and concerns:
Call +251-935-999235

We look forward to welcoming you to Addis Ababa and to the Congress!