



Supporting Africa's Blue Economy



INTERNATIONAL SEABED AUTHORITY SEVEN VOLUNTARY COMMITMENTS TO SUPPORT THE IMPLEMENTATION OF SDG14 #OCEANACTION16374

WORKSHOP FOR THE PROMOTION OF SUSTAINABLE DEVELOPMENT OF AFRICA'S DEEP SEABED RESOURCES IN SUPPORT TO AFRICA'S BLUE ECONOMY

PRETORIA, REPUBLIC OF SOUTH AFRICA

16-18 May 2019

Information Note for Participants



1. Dates of ADSR workshop

16 to 18 May 2019

2. Conference Venue

The Workshop will be held at the Department of International Relations and Cooperation, in Pretoria.

The address is:

OR Tambo Building
Training Room 2
460 Soutpansberg Road
Rietondale
0083
PRETORIA



3. Meeting Participants

- Official representatives of the following member States of the International Seabed authority: *Angola, Botswana, Swaziland, Lesotho, Liberia, Malawi, Mozambique, Namibia, Sao Tome and Principe, South Africa, Zimbabwe and Zambia.*
- Representatives of international and regional organizations (International Seabed Authority, Africa Union, UNDOALOS, African Minerals Development Centre) including experts from the Legal and Technical Commission of the International Seabed Authority
- African experts in law, mining, engineering, economics.

4. Registration and Badges

- All participants are required to register for the conference and obtain an ID badge. A registration table will be set up in the designated room on **Thursday 16th May 2019** from 9.00 am to 9.30 am where the ID badges can be obtained.

5. Arrival and Departure

- Both arrivals and departures should be planned to and from OR Tambo International Airport.

6. Transport to and from Airport

- Transportation can be made available for participants from the airport to confirmed accommodations and back to the airport after the Conference (see point 8 'Accommodation' below). The cost incurred will be covered by each participant.
- Please note that participants can also arrange their own transport arrangements to and from the airport.

7. Visa Requirements

- A list of passport holders who are exempt from visas for South Africa, is accessible here: <http://www.dha.gov.za/index.php/immigration-services/exempt-countries>
- The following categories of the UN staff are exempt from visa requirements when visiting the Republic of South Africa for periods not exceeding 90 days, and for official business purposes and transits, provided they are in possession of the relevant letters or identification documents to identify themselves at ports of entry as personnel of an UN agency:
 - Holders of United Nations Laissez-passers
 - Volunteers attached to the UN

- Persons involved in any United Nations agency
- Persons performing services on behalf of the UN.
- For countries that require visas prior to arrival, participants should contact the Department of international Relations and Cooperation, Consular Section on email: zulun@dirco.gov.za
- Passport must at least contain 2 blank pages available.
- **All individuals who have visited a yellow fever area in the last six weeks would need to present a valid yellow fever certificate.**

8. Accommodation

- Participants are responsible for the reservation and payment of their accommodation directly to the hotels. A list of recommended hotels is provided below. Please note that the Government of South Africa has negotiated tariffs for participants of the ADSR workshop for the **Sheraton** and the **Protea** hotels.

Hotels	Distance to the workshop venue	Negotiated tariffs	Email/Teleohone/Website
Sheraton Hotel	2.6 km from the venue	R1450 (breakfast included)	643 Corner Stanza Bopape (Church) &, Wessels St, Arcadia, Pretoria, Tel: +27 12 429 9999 https://www.marriott.com/hotels/travel/prysi-sheraton-pretoria-hotel/
Protea Hotel (by Marriott Pretoria)	2.3 km from the venue	R1280 (breakfast included)	Corner of Kirkness Street and Park Street, Pretoria Tel: +27 12 030 0420 https://www.marriott.com/hotels/travel/prylp-protea-hotel-pretoria-loftus-park/
Garden court Hatfield	1.3 km from the venue	No negotiated tariffs	Cnr. End and Pretorius Street, Hatfield, Pretoria Tel:+27 12 432 9600 https://www.tsogosun.com/m/garden-court-hatfield?gclid=CjwKCAjwYXmBRAOEiwAYsYl3AxJxme3tQZhwqsWdA55ryocNOiedLxd9afT8EShOjotNDLSiFt0hoCiPYQAvD_BwE

9. Daily Subsistence Allowance (DSA)

- The International Seabed Authority will provide DSA to the sponsored participants. Participants are to complete their Banking Details and submit the appropriate for to **Ms. Trudi-Ann Herdsman** (travel@isa.org.jm) in order for the request to be processed.

- An advance of 75% of the DSA will be deposited to the participant's identified bank account, prior to travel. The remaining 25% and terminal will be paid upon submission of requested travel documentations at the completion of the Workshop (F10 form).
- The sponsored participants will be entitled to 4 days DSA in the amount of USD\$164.00 per day and terminal expenses (TRM) to cover airport transfers and incidentals.
- The following are the required documents for claiming the DSA and TRM:
 - copy of the passport bio page
 - copy of e-ticket
 - boarding passes
 - banking details

10. Meals

- The Organisers will offer lunch and two coffee breaks during the three-day meeting. Participants will need to make their own arrangements for other meals.

11. Insurance

- Participants are expected to make their own arrangements for accident, illness, and luggage insurance, if so desired.

12. Climate and Conference Attire

- May is the end of Autumn (Fall) in South Africa. Temperatures range between 5°C and 23°C.
- Please see table below for relevant information regarding Pretoria climate.

Pretoria Weather by month // weather averages:

	January	February	March	April	May	June	July	August	September	October	November	December
Avg. Temperature (°C)	22.4	21.9	20.5	17.8	14.1	11.2	11	13.7	17.3	20.5	21.1	22
Min. Temperature (°C)	16.1	15.6	14	10.5	5.8	2.3	2.1	4.6	8.8	12.8	14.3	15.4
Max. Temperature (°C)	28.8	28.3	27.1	25.2	22.5	20.1	20	22.8	25.9	28.3	28	28.7
Avg. Temperature (°F)	72.3	71.4	68.9	64.0	57.4	52.2	51.8	56.7	63.1	68.9	70.0	71.6
Min. Temperature (°F)	61.0	60.1	57.2	50.9	42.4	36.1	35.8	40.3	47.8	55.0	57.7	59.7
Max. Temperature (°F)	83.8	82.9	80.8	77.4	72.5	68.2	68.0	73.0	78.6	82.9	82.4	83.7
Precipitation / Rainfall (mm)	128	89	80	48	19	6	6	6	19	69	112	115

- The variation in the precipitation between the driest and wettest months is 122 mm. The variation in annual temperature is around 11.4 °C.
- Conference attire should be smart casual or business wear for the entire duration of the Conference.

13. Currency

- The national currency of South Africa is the *Rand*.
- As of 25th April 2019, US\$ 1 = R 14.45.

14. Banking Services

- All South African banks offer a comprehensive range of products and services through extensive branch and electronic banking infrastructures, serve a wide customer base, and have the characteristics of universal banks.
- Four large banks dominate, with Standard Bank of South Africa, Nedbank, ABSA (Amalgamated Bank of South Africa, now owned by Barclays PLC), and FirstRand Bank.
- Almost all businesses in South Africa accept VISA and MASTERCARD.

15. Internet Services

- Complimentary Wi-fi access will be available at the Workshop venue. Enquiries directly with your accommodation will confirm availability of complimentary Wi-Fi access to the internet. The network name and password will be provided upon registration. Please bring your own laptop computer, if desired. Printing will be available at the venue of the Conference.

16. First Aid and Health Services

- The national emergency number is 10111 and for the police, the emergency number is 112.
- The medical emergency number is 10177.

17. Workshop documents

- For ease and in order to reduce the amount of paper used. Participants are encouraged to utilise and access electronic copies of documents for the Workshop.
- A link to all Documents will be provided to participants at the commencement.
- Conference proceedings will be reported and published after the meeting.

18. General Information about Pretoria

- South Africa is the “Rainbow Nation”, a title that captures the country’s cultural and ethnic diversity. The population of South Africa is one of the most complex and diverse in the world. Of the 51.7 million South Africans, over 41 million are black, 4.5 million are white, 4.6 million are coloured and about 1.3 million Indian or Asian. About 51.3% are female, and 48.7% male.
- Official Language: Sepedi, Sesotho, Setswana, siSwati, Tshivenda, Xitsonga, Afrikaans, English, isiNdebele, isiXhosa and isiZulu.
- Time difference: South Africa Time is 2 hours ahead of Greenwich Mean Time (GMT+2).

19. Religions

- South Africa is a secular State with a diverse religious population. Its constitution guarantees freedom of religion. Many religions are represented in the ethnic and regional diversity of the population. Christianity, especially in its Protestant forms, predominates.

20. Business Hours

- Public Offices are generally open from 9:00 am to 5:00 pm from Monday to Friday. Major businesses are generally open from 8.30am to 4.30pm Monday to Friday, and 8.30am to 1.00pm on Saturday. All public offices and businesses are closed on Sunday.

21. Electricity

- South Africa operates on a 230 volts supply voltage and 50Hz. For South Africa there are four associated plug types, types C, D, M and N.
- More information is available here:
<https://www.electricalsafetyfirst.org.uk/guidance/advice-for-you/when-travelling/travel-adaptor-for-south-africa/>

22. Taxis

- Reliable taxi services are provided by all main hotels.
- For taxis, payment in cash is most often required unless transport by Uber.

23. Contact Persons

International Seabed Authority	Government of South Africa
<p>Ms Marie BOURREL-McKINNON Senior Policy Officer, Special Assistant to the Secretary-General International Seabed Authority 14-20 Port Royal Street Kingston, Jamaica Tel: +1 (876) 922-9105-9 (Ext: 321) Cell: +1 (876) 305-0866 mbourrel@isa.org.jm</p>	<p>Ms. Nomfundo ZULU Assistant Director, Economic Diplomacy Training and Support Diplomatic Training, Research and Development Tel: +27 12 351 0919 zulun@dirco.gov.za</p>