

NEPAD-OECD AFRICA INVESTMENT INITIATIVE



the dti
Department:
Trade and Industry
REPUBLIC OF SOUTH AFRICA



NEPAD-OECD Africa Investment Initiative

Johannesburg (South Africa), 11 - 12 November 2009

2009 Annual High-Level Meeting

Mobilising Resources for Trade and Investment

Expert Roundtable

Boosting Private Investment in African Energy Infrastructure

Venue: Southern Sun O. R. Tambo International Airport

Hosted by the South African Department of Trade and Industry

Organised by the New Partnership for Africa's Development (NEPAD) and the Investment Committee of the Organisation for Economic Co-operation and Development (OECD)

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AND
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1. INTRODUCTION

The information contained in this document is for the benefit of the Ministers, VIPs and delegates attending the 2009 Annual Ministerial Meeting and Expert Roundtable of the NEPAD-OECD Africa investment Initiative, which will take place at the Southern Sun, O.R. Tambo International Airport, in Johannesburg, Gauteng Province, South Africa, from 11-12 November 2009.

2. MEETING DATES AND VENUE

THE MEETING WILL TAKE PLACE AT THE Southern Sun, O.R. Tambo International Airport Hotel, in Johannesburg, Gauteng Province, South Africa.

Wednesday, 11 November 2009

Annual Ministerial Meeting of the Initiative

Thursday, 12 November 2009

Expert Roundtable

3. RESPONSIBILITY FOR ARRANGEMENTS

The Organization for Economic Cooperation and Development (OECD) in partnership with the South African Department of Trade and Industry (**the dti**) as well as the Department of Science and Technology (DST) are jointly responsible for the general organisation and conduct of the Conference.

The dti will be paying for logistical and accommodation costs for Ministers and VIPs. The DST will pay for the second day (12th November) of the conference. The conference is coupled with a gala dinner as well as a mini exhibition.

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4. REGISTRATION OF DELEGATIONS

Delegates to the Conference are requested to forward the following:

- a) Duly completed registration form (Appendix 1) in respect of each member of the delegation. The registration forms can be e-mailed to: investinginafrica@oecd.org, or by Fax: +33 1 44 30 61 35 (for participants from countries other than South Africa)

OR

To the Department of Trade and Industry by e-mail to ZBambo@thedti.gov.za or faxed to +27 12 394 2552 or VNxumalo@thedti.gov.za or faxed to 27 12 394, ZMtetwa@thedti.gov.za or faxed to +27 12 394 4019 no later than **Friday, 9 October 2009** (for participants from South Africa) as stipulated above.

Online Registration is available at <http://www.oecd.org/daf/investment/africa> (click on Conference).

- b) Details of Accompanying Protection Officer(s) (**Appendix 2**) (if applicable). Please refer to Para 7 with respect to Courtesies.

5. ACCREDITATION OF DELEGATES

Accreditation of delegates will take place at the Conference Venue - at the Southern Sun O.R. Tambo International Airport. This service will be available from 10 November 2009. All attendees will obtain photo accreditation.

6. DOCUMENTATION

Conference documentation will be posted on the OECD and NEPAD websites (www.oecd.org/daf/investment/africa, <http://nepad.org> and www.thedti.gov.za) as it becomes available online. Speakers are invited to provide the conference organisers with relevant material to be made available on the OECD, NEPAD and the DTI websites, and at the meeting.

7. COURTESIES

The following courtesies will be extended as follows:-

7.1 Accommodation

A block-booking has been made for all participants at the Southern Sun O.R. Tambo International Airport. Alternative cheaper hotels in the vicinity have been notified of the conference. Please see appendix 3 for a list available hotels. Please note that all participants are required to make own bookings for their own account.

7.1.1 Ministers

- (a) One superior room **from Tuesday, 10 November to Thursday, 12 November 2009** (departure Friday, 13 November 2009 check-out time 10.00), including
- Meals and non-alcoholic beverages.

- Laundry and dry cleaning

Note: Telephone calls and alcoholic beverages are for the delegate's OWN ACCOUNT. Ministers arriving earlier than 10 – 11 - 2009 and departing later than 13-11-2009 are to make their own accommodation arrangements.

- (b) Kindly note, the courtesies extended to Ministers and Deputy Ministers are not transferable to other nominated officials, in the event that Member states are unable to send Ministers or Deputy Ministers. Officials representing their Ministers and Deputy Ministers for the Ministerial will need to make their own flight and transport arrangements with the exception of accommodation. The use of VIP cars and VIP protection are courtesies extended to Ministers only.

7.1.2 Other Delegates

- (a) All delegates other than Ministers must make own accommodation arrangements. However, **the dti** has block booked rooms at the Southern Sun O.R. Tambo International Airport Hotel a negotiated rate of R950.00 single room per night (excluding tourism levy of 1%) for delegates of the conference. Delegates are therefore required to make own reservations directly for their **OWN ACCOUNT**.
- b) A list of alternative affordable hotel suggestions, including contact details, is attached as Appendix 3. It should be noted that hotels usually require deposits within 48 hours of making the reservation, failing which, the reservation may be cancelled. In addition, the delegates attending the Conference are advised to make bookings in advance and within at least 6km radius of the Conference venue to avoid disappointment as November is normally a busy period in South Africa.

NB: Ministers' attention is drawn to the fact that should there be a Protection Officer, Support Staff or Delegates accompanying the Minister, a separate accommodation arrangements must be made in good time with the resident missions in South Africa.

7.2 Transportation

South African close protectors (protection agents) shall drive the VIP vehicles transporting the Ministers from Southern Sun O.R. Tambo International Airport on the day of arrival until the last day of the Conference. Communal transportation by means of a shuttle service will be available to transfer the delegates from the O.R. Tambo International Airport to the hotels, and from their respective hotels to the conference venue and back. The shuttle bus is available from the ORTIA to nearby hotels every 30 minutes.

7.3 Security

The South African Government takes responsibility for the overall security of visiting Ministers and all Participants for the duration of their visit. Special security

arrangements will apply at the meeting venue and access will strictly be limited to duly accredited persons.

NB: For all the Ministers travelling with the Protection Officer(s), the government of South Africa will not be responsible for their accommodation (Protection Officers). Also **note** that the due date for the submission of the form (**APPENDIX 4**) (if applicable)

7.3.1. Arms

- No automatic weapons will be allowed
- No assault rifles will be allowed
- Weapon details, including the calibre and make thereof, and passport details of the bearers should be communicated to the dti for the purpose of obtaining permits.
- All firearms imported for the purpose of protecting the Guest of Honour must under no circumstances be left at the resident Mission
- No firearms are allowed in the State Protocol Lounge and in the passenger cabins of aircraft
- Permits for bearing firearms will be effective only from the time of arrival of the Guest of Honour to his/her departure from the Republic of South Africa.

7.4 PROTOCOL ARRANGEMENTS ON ARRIVAL AND DEPARTURE

The Oliver Reginald Tambo International Airport (ORTIA) depending on the individual's flight itineraries is the official port of entry and departure for everyone entering South Africa for the purposes

(b) Health Requirements

All visitors to South Africa who travel from or through yellow fever endemic areas, as designated by the World Health Organization must present proof of vaccination or certificates. Please see the website <http://www.who.int/ith/en/> for additional information on health and vaccination needs. These documents or certificates will be checked upon arrival at the ORTIA to ensure the validity of vaccinations. Participants failing to provide proof thereof will be required to submit to vaccination prior to entry into the country. (Please also see under Medical and Health Services below.)

9. MEDICAL AND HEALTH SERVICES

(a) Medical Treatment

Delegates are encouraged to obtain medical travel insurance from reputable organisations. Such insurance is relatively cheap and will ensure a trouble free trip should medical treatment be required. Medical treatment at private facilities in South Africa is expensive, with public facilities also levying charges for services rendered.

(b) Yellow Fever

In accordance with the International Health Regulations Act, any person traveling from, or through, a yellow fever endemic area is required to provide proof of having a valid yellow fever vaccination prior to being allowed to enter South Africa. Should a person not be able to provide such proof, such person shall have the option of being vaccinated on-site (at their own cost) or being placed in quarantine for 6 days. Due to the high cost of this, **it is strongly recommended that affected visitors be vaccinated prior to their travel.**

Affected countries are listed in terms of an annual World Health Organisation publication. This publication can be viewed on the Internet at: http://whqlibdoc.who.int/publications/2005/9241580363_country_list.pdf

For ease of reference, all African countries that fall within the Yellow Fever Belt are listed below:

Angola	Sierra Leone
Benin	Somalia
Burkina Faso	Sudan
Burundi	Senegal
Cameroon	Rwanda
Central African Republic	Tanzania
Chad	Togo
Congo Brazzaville	Uganda
Côte d'Ivoire	Sao Tome & Principe

Democratic Republic of Congo
Equatorial Guinea
Etiopía
Gabon
Gambia
Ghana
Guinea Bissau
Kenya
Liberia

Mali
Niger
Nigeria

(c) Malaria

The area around Johannesburg falls **OUTSIDE** the malaria risk area in South Africa. However, visitors are still requested to take precautions should their journey transit through a high risk malaria area.

(d) General health information

The tap water in South Africa is safe to drink.

10. INFORMATION TECHNOLOGY

(a) Internet access

A business centre is available at the conference venue. Please note that usage of the business centre is for the delegate's OWN ACCOUNT.

(b) Cell phone coverage

Cell phone coverage from all South African service providers is available, viz. Vodacom, MTN, Virgin Mobile and Cell C. Cell phone service providers are available at the ORTIA. They also provide gateway to Internet using GPRS or 3G.

11. SIMULTANEOUS LANGUAGE INTERPRETATION

Comprehensive simultaneous interpretation services will be provided for the duration of the meeting in the following languages:

- English
- French

12. GENERAL INFORMATION

The South African Department of Trade and Industry bears no responsibility for the following:

- Air fares
- Landing and parking fees of visiting aircraft
- Additional car rental (other than those provided by the State)

- Telephone calls, telex/facsimile communication
- Personal entertainment, including hotel minibars, in-house videos and expenses of a personal nature
- Private security services
- Visits to game parks and other leisure resorts for private purposes

NB: Such charges should be settled during the course of the visit. Should the charges not be settled on departure, they would be directed to the resident mission of the visiting country for payment.

Banking Services and Currency

South Africa's normal working hours are from Monday to Friday. Banking hours are from 09h00 to 15h30 on weekdays and from 08h30 to 11h00 on Saturdays. Banking amenities are available at commercial banks and shopping malls near the Conference Venue and hotels where delegates will be accommodated. Most banks have cash dispensing machines accepting Visa, MasterCard and Cirrus. Bureau de Change facilities are available at the O.R. Tambo International Airport and at most banks.

Most internationally recognised currencies and travellers cheques can be exchanged at commercial banks, hotels and international airports. Major credit cards are accepted in most hotels, restaurants and shops. There is no limit on the amount of foreign currency that may be imported into South Africa by individual non-residents, provided that it is declared on arrival to facilitate the exportation thereof on departure.

The unit of currency is the Rand (R) that is divided into 100 cents. Exchange rates are subject to fluctuation. At the time of printing the rate of exchange was approximately US\$1 = R7.80 and 1 Euro = R11.12

Climate Summer temperatures in Johannesburg can range between 12°C and 24°C with average rainfall during this hot season.

Time

The time in South Africa is GMT +2.

Electricity Supply

The power supply in South Africa is 220vAC, 50Hz. Electrical sockets are rounded three pronged.

Drivers' Licenses/Permits

Drivers must hold valid drivers' licenses, which carry a photograph of the holder, and is either printed or authenticated in English. South Africa recognizes international driving permits issued under the 1949 Convention on Road Traffic.

Business and Shopping Hours

Offices and businesses are generally open from 08h30 to 17h00, Monday to Friday. Shopping hours vary but most shops are open from 09h00 to 17h00 Monday – Friday. Opening times on Saturdays vary but range between 09h00 and 17h00. Most shops are also open on Sundays between 09h00 to 15h00/16h00. Value-added tax (VAT) is charged on most goods and services except when purchased in duty-free shops at international airports. The current rate is 14%. On presentation of the goods and tax

invoices, VAT may be reclaimed at international airports.

Shopping facilities nearby

The ORTIA features shopping centers, restaurants, banks and general entertainment. It is a short distance from the Eastgate Shopping Centre, Bruma Lake, Sandton City.

ARRIVAL AND DEPARTURE DETAILS

Please complete and return by FRIDAY, 09 OCTOBER 2009 for all the Ministers/Deputy Ministers/Heads of Delegations.

NAME AND COUNTRY:

ARRIVAL : O.R. Tambo International Airport (ORTIA)

Arrival Date :

Arrival Time:

Flight Number:

DEPARTURE: O.R. Tambo International Airport (ORTIA)

Departure Date :

Departure Time :

Flight Number:

PLEASE SEND TO:

Ms Zandile Mtetwa
Department Of Trade and Industry
Fax: +27 12 394 4019
Email: zmtetwa@thedti.gov.za

OR

Ms Claudia Furriel
Department of Trade and Industry
Fax : +27 12 394 4077
Email: CFurriel@thedti.gov.za

PROTECTION OFFICER

Please complete and return by **MONDAY, 09 OCTOBER 2009**

COUNTRY.....

Please complete in order of precedence with first name, surname and full titles with surname underlined.

(a) Name, Initials and Rank

.....
.....
.....
.....

(i) Place and Date of Birth

.....

(ii) Passport Number

.....

(iii) Place, Date of Issue & Expiry Date

.....

(iv) Make, Model and Calibre of weapon

.....

(v) Serial Number

.....

(vi) Number of rounds of ammunition

.....

(vii) Special equipment

.....

PLEASE SEND TO:

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Fax: +27 12 394 4019
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LIST OF RECOMMENDED HOTELS

Hotel	Contact Details and Information	Rates
City Lodge Airport Johannesburg	<p>The City Lodge Johannesburg Airport Hotel is conveniently situated on Sandvale Road, Edenvale, which is in close proximity to the R24 airport freeway in Johannesburg, South Africa, very near to the Johannesburg International Airport. The City Lodge Johannesburg Airport Hotel is therefore easily accessible to all the main feeder motorways. A shuttle bus service is available for the short 10-minute trip to and from O.R. Tambo International Airport for a nominal fee.</p> <p>4 Sandvale Road, Edenvale Telephone: +27 11 392-1750 Fax: +27 11 392-2644</p>	<p>Single: R 845.00 pp Double: R 520.00 pps</p>
Town Lodge Airport	<p>Very much like City Lodges, Town Lodges are also strategically located adjacent to motorways and major routes.</p> <p>The rooms are slightly smaller, but offer stylish décor and usual comforts. En-suite, there is a maxi shower with a glass door, a tiled built-in seat and wall-mounted and hand-held showerheads.</p> <p>Telephone: +27 11 974-5202</p>	<p>Single: R 670.00 pp Double: R 400.00 pps</p>

	<p>Fax: +27 11 974-5490 tairport.resv@citylodge.co.za</p>	
<p>Formula 1 O.R. Tambo International Airport</p>	<p>Budget accommodation in rooms with one suite shower and toilet. One price per room: 1-3 persons per room. Breakfast only (extra charge). 1 room for the mobility impaired. Parallel to R24 airport highway about 4km from O.R. Tambo International Airport.</p> <p>Address: cnr. Herman/Kruin Street, Germiston (4km from the airport)</p> <p>Tel: +27 (0) 11 392 1453</p>	<p>R 369.00 per room</p>

Passport Holders who are exempt from Visa from South Africa

The citizen who is a holder of a national passport (diplomatic, official and ordinary) of the foreign countries / territories / international organisations listed below are not required to hold a visa when reporting to an immigration officer for an examination at a South African port of entry, subject to the terms and conditions set out in this list, including inter alia the intended period of stay in the Republic.

1. The holder of a national South African passport, travel document and document for travel purposes.

2. The citizen who is a holder of a national passport (diplomatic, official or ordinary) of the following countries / territories / international organisations is not required to hold a visa in respect of purposes for which a visitor's permit may be issued or by virtue of being a person contemplated in section 31(3)(b) [diplomatic & official visit] for an intended stay of 90 days or less and when in transit:

African Union / Unity Laissez Passer

Andorra

Argentina

Australia

Austria

Belgium

Botswana

Brazil

Canada

Chile

Czech Republic

Denmark

Ecuador

Finland

France

Germany

Greece

Iceland

Israel

Italy

Jamaica

Japan

Liechtenstein

Luxemburg

Malta

Monaco

Netherlands

New Zealand

Norway
Paraguay
Portugal
San Marino
Singapore
Spain
St Vincent & the Grenadines
Sweden
Switzerland
United Kingdom, Northern Ireland, British Islands Bailiwick of Guernsey and Jersey, Isle of Man and Virgin Islands.
Republic of Ireland

British Overseas Territories who are in possession of British passports namely: Anguilla, Bermuda, British Antarctic Territory, British Indian Ocean Territory, British Virgin Islands, Cayman Islands, Falkland Islands, Gibraltar, Montserrat, St Helena and Dependencies (Ascension Island, Gough Island and Tristan da Cunha), Pitcairn, Henderson, Ducie and Oeno Islands, the Sovereign Base Areas on Cyprus South Georgia and South Sandwich Islands and the Turks and Caicos Island.

Uruguay
Venezuela
United States of America

3. The citizen who is a holder of a national passport (diplomatic, official and ordinary) of the following countries / territories / international organisations is not required to hold a visa in respect of purposes for which a visitor's permit may be issued or by virtue of being a person contemplated in section 31(3)(b) [diplomatic & official visit] for an intended stay of 30 days or less and when in transit:

Antigua and Barbuda
Barbados
Belize
Benin
Bolivia
Cape Verde
Costa Rica
Cyprus
Gabon
Guyana
Hong Kong [only with regard to holders of Hong Kong British National Overseas passports and Hong Kong Special Administrative Region passports]
Hungary
Jordan
Lesotho
Macau [only with regard to holders of Macau Special Administrative Region passports (MSAR)]
Malaysia
Malawi

Maldives
 Mauritius
 Mozambique
 Namibia
 Peru
 Poland
 Seychelles
 Slovak Republic
 South Korea
 Swaziland
 Thailand
 Turkey
 Zambia
 Zimbabwe [only in respect of government officials, including police on cross border investigations]

4. Agreements have also been concluded with the following countries for holders of diplomatic and official passport holders.

Citizens who are holders of diplomatic, official and service passports of the following countries do not require visas in respect of purposes for which a visitor's permit may be issued or by virtue of being a person contemplated in section 31(3)(b) [diplomatic & official visit] for the period indicated and transit:

Albania	(120 days)	Madagascar	(30 days)
Algeria	(30 days)	Morocco	(30 days)
Angola	(90 days)	Mozambique	(90 days)
Bulgaria	(90 days)	Paraguay	(120 days)
Cyprus	(90 days)	Poland	(90 days)
Comoros	(90 days)	Romania	(90 days)
Croatia	(90 days)	Rwanda	(30 days)
Egypt	(30 days)	Slovak	(90 days)
Guinea	(90 days)	Slovenia	(120 days)
Hungary	(120 days)	Tanzania	(90 days)
Ivory Coast	(30 days)	Thailand	(90 days)
Kenya	(30 days)	Tunisia	(90 days)
Mexico	(90 days)	Vietnam	(90 days)

5. Notwithstanding this Schedule, a foreigner whose visa exemption has been withdrawn shall comply with the visa requirements until notified by the Department that his or her visa exemption has been re-instated by the Department on petition or of its own accord.
6. Visas are not required by passport holders of Lesotho, Swaziland, Botswana, Namibia, Zambia and Malawi who are entering the Republic as commercial heavy-duty vehicle drivers provide their visits do not exceed 15 days and on condition that they can produce a letter confirming their employment with a transport company on entry.

7. Staff members of the Southern African Development Community (SADC) who travel on SADC laissez-passers are exempt from visa requirements for bona fide official business visits up to 90 days and transit.
8. The following categories of the UN as well as their spouses, dependent relatives and other members of the households are exempt from visa requirements when visiting the Republic for periods not exceeding 90 days for purposes for which a visitor's permit may be issued, and for official business purposes and transits and when accredited for placement at a UN mission in the Republic for the duration of their accreditation, provided they are in possession of the relevant letters or identification documents to identify themselves at ports of entry as personnel of a 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
9. Members of military forces attending any military related matters with the South African National Defence Force are exempt from visa and study permit requirements, irrespective of their duration of stay provided they are in possession of letters of invitation from the SANDF as well as letters of consent from the military force of which they are members. They are also permitted to enter the country without passports.