

**Practical information for participants  
SG3RG-AFR meeting  
Abidjan, Côte d'Ivoire, 19 (afternoon) - 21 January 2016**

**1- Meeting location**

**ESPACE LATRILLE EVENTS**

**Cocody II plateaux, Carrefour DUNCAN**

**Tel.: +225 22 52 32 10/ 07 67 64 43**

**E-mail: [commercial@latrillevents.com](mailto:commercial@latrillevents.com)**

**2- Contact Persons**

**Mr Guy Michel KOUAKOU**

Autorité de Régulation des Télécommunications/TIC de Côte d'Ivoire (ARTCI)

Economics affairs, prospective and international cooperation Director

Tel.: +225 20345880

Mobile: +225 05 97 61 68

E-mail: [kouakou.guy-michel@artci.ci](mailto:kouakou.guy-michel@artci.ci)

**Mme Régina Fleur BESSOU ASSOUMOU**

Head of International Cooperation Department

Autorité de Régulation des Télécommunications de Côte d'Ivoire (ARTCI)

Tel.: +225 20344265 /20345880

Fax: +225 20344375

E-mail: [bessou.regina@artci.ci](mailto:bessou.regina@artci.ci)

**3- Registration and Work plan**

Online registration is available on the SG3RG-AFR web page:

<http://www.itu.int/en/ITU-T/studygroups/2013-2016/03/sg3rgao/Pages/default.aspx>

The opening ceremony will start at 9:00.

Working hours are from 9:00 am to 16:00 and may be changed.

**4- Hotels**

It is recommended that participants make their hotel booking and indicate the name of their hotel in the "Arrival, Transportation and Hotel form" (Form 2 of this letter). The list of negotiated hotels is available in the below table.

Name	Room	Quantity	Price	Localisation	Contact	Distance
<a href="#">Hotel des Jardins</a>	Suite Superior	1	85 000	II plateaux vallon rue des jardins Behind TOTAL	+225 22 41 24 51	10 mn
	Suite junior	2	65 000			
	Business Room	5	55 000			
	Deluxe Room	6	45 000			
	Standard Room	10	35 000			
<a href="#">Hostellerie de la Licorne</a>	Single suite	2	90 000	II plateaux vallon	+225 22 41 07 30	10 mn
	Suite	4	75 000			
	Big	8	65 000			
<a href="#">Riyo hôtels</a>	Simple	3	35 000	II plateaux vallon rue des jardins Behind TOTAL	+225 22 41 15 15 +225 22 41 88 19	10 mn
	Medium	6	45 000			
	Suite	3	55 000			
	Suite	2	65 000			
	Suite	1	75 000			
<a href="#">Résidence Bethanie Palace</a>	Ambassador Suite	4	60 000	II plateaux vallon Behind Super Hayat	+225 22 41 16 92 +225 09 60 89 01 +225 06 69 39 89	15 mn
	Apartment	6	50 000			
	American Studio	4	40 000			
	Elegance	4	30 000			
<a href="#">Résidence Rose Hermine</a>	Luxe		35 000	II plateaux 7ème tranche	+225 22 52 98 92 +225 47 70 96 02	10 mn
	Luxe premium		40 000			
	Suite Luxe		60 000			
	Studio		35 000			
	2 rooms		50 000			
	3 rooms		60 000			
<a href="#">Résidence Mohili</a>	Single	4	22 000	II plateaux vallon	+225 22 41 34 14 +225 04 00 36 77	10 mn
	Studio	2	30 000			
	Apartment	6	45 000			
<a href="#">Résidence Bada</a>	Apartment 3 rooms		54 900	II plateaux 7ème tranche	+225 22 52 31 45 +225 06 56 97 67	25 mn
	Apartment 2 rooms		36 600			
<a href="#">Les résidences DIPPOKA</a>	Studio	11	60 000	II plateaux 7ème tranche	+225 22 52 50 50 +225 22 50 00 02	15 mn
	Suite	2	95 000			
	Apartment	22	80 000			

Name	Room	Quantity	Price	Localisation	Contact	Distance
<a href="#">Hôtel Belle Côte</a>	Standard super luxe	100	30 000	Riviera Palmeraie	+225 22 50 27 60 +225 22 50 27 70	20 mn
	Suite VIP without kitchen	3	52 000			
	With lounge without kitchen	6	42 000			
	With lounge and kitchen	5	52 000			
	With luxury lounge and kitchen	5	85 000			
<a href="#">Sofitel Abidjan hôtel Ivoire</a>	Classic single		173 900	Cocody	+225 22 48 26 26	20 mn

## 5- Formalities for entry visa of the Republic of Côte d'Ivoire

Entry into Côte d'Ivoire is subject to a valid passport and an international vaccination card. It is recommended that participants get in touch with the Embassy of Côte d'Ivoire in their country of origin to check whether a visa is required (an invitation letter may also be necessary). However, for participants from countries which do not have a diplomatic mission of Côte d'Ivoire, arrangements can be made to get the entry visa upon arrival at the international airport Felix Houphouet Boigny. In this case, they will need to inform the ARTCI contacts, so that arrangements can be made. To this end, it is recommended that they provide a copy of their valid passport; other travel documents may be requested depending on the place of origin of the participant.

## 6- Arrival and transportation

Transfer of participants from the airport to the recommended hotels and from the hotels to the meeting venue will be provided.

In order to ensure efficient participant transport, participants are asked to provide flight details to the ARTCI contact persons, by sending the transportation form (Form 2) at least 2 weeks before their arrival date. Transport is not provided for participants that are not using the recommended hotels.

## 7- Others

### Interpretation

The workshop and SG3RG-AFR will be organized with French/English simultaneous interpretation.

### Change

The official currency of Cote d'Ivoire is the CFA Franc (XOF)

**1 EURO = 655.957 XOF**

**1 USD = 587 XOF**

The CFA is convertible at local and international level.

There is no limit to the amount of foreign currency that may be brought into the country, but it must be declared at arrival to prevent any restriction on the same amount upon departure. Foreign currencies can be changed in Côte d'Ivoire into cash, at international airports and in major cities. Banks are open every weekday from 8:00 to 16:00, Monday to Friday. All credit cards are accepted.

### **Climate**

The climate in Côte d'Ivoire is tropical, humid, with two seasons: a rainy season (May to July), and a dry season (December to April). In January, Côte d'Ivoire has a changeable climate. Average temperatures are between 24°C and 32°C. However, temperatures might drop to 15°C or go up to 33°C.

### **Electricity**

The voltage in Côte d'Ivoire is 220/240 Volts. It is recommended to bring your own AC adaptor even though most hotels have adaptors.

### **Water**

Tap water is drinkable, but it is recommended to drink mineral bottled water.

### **Time zone**

The standard time zone of Côte d'Ivoire is Greenwich Meridian Time (GMT).