



LOGISTICS AND ADMINISTRATIVE NOTE

SADC MODEL NATIONAL EMERGENCY TELECOMMUNICATIONS PLAN (NETP) IMPLEMENTATION AND EARLY WARNING FOR ALL (EW4ALL) AWARENESS WORKSHOP

9TH – 11TH OCTOBER 2024

LILONGWE, MALAWI

1. INTRODUCTION

The SADC Model National Emergency Telecommunications Plan (NETP) Implementation and Early Warning for All (EW4All) Awareness Workshop to be convened by the International Telecommunication Union (ITU) in collaboration with the SADC Secretariat and in partnership with the Government of Malawi aims to raise awareness and build capacity of Member States as they transpose and operationalise the SADC Model NETP. The workshop will also provide Member States with a regional platform to assess their readiness in operationalising and implementing the SADC Model NETP and preparedness for a harmonised Early Warning System (EWS) approach in line with the Common Alerting Protocol (CAP).

Delegates coming to Malawi to attend the meeting are encouraged to bring their own laptops to download relevant documents and deliver presentations during the meeting, where applicable.

2. VENUE

The SADC Model NETP Implementation and EW4All Awareness Workshop will be held at Bingu International Conference Centre (BICC) in the central District of Lilongwe located 25 kilometres from the Lilongwe International Airport.

3. MALAWI

Malawi is a landlocked country of about 118,484 Km² with a freshwater lake called Lake Malawi occupying about 20% of that area. The country shares its borders with Zambia to the northwest, Tanzania to the northeast and Mozambique which sandwiched the country from east to the south.

4. TOURISM

Malawi is well known for its beautiful freshwater lake (Lake Malawi) which stretches from the northern tip of the country to the southern part bordering both Tanzania and Mozambique. The lake boasts of the world renowned “Chambo” fish that is only found in Malawi and is a delicacy that should not be missed. The lake is also home to the 1st fresh water national park in the world (the Lake Malawi National Park) which is a World Heritage Site.

Apart from the Lake, Malawi is also famous for its various wildlife attractions and most visitors like visiting the National Parks and Game Reserves where game viewing is done. Historical sites like Chamare Museum in Mua, Dedza have rich Malawian traditions where visitors can learn more about Malawian culture and traditions. In Blantyre the St. Michaels and All Angels Church, built in 1888, still stands out and offers unique attraction.

In Lilongwe, the Capital City of Malawi, key attractions include the Kamuzu Mausoleum (Kamuzu was Malawi’s 1st President). Visitors can also take time off their schedule to take a drive from Lilongwe to the countryside and appreciate the serene beauty of the landscape or visit the tranquil Malingunde dam for some quiet moments. These attributes contribute immensely to the high degree of attractiveness that position Malawi as a prime tourist destination in the world.

5.WEATHER

Malawi is predominately sub-tropical; with two main seasons, cold-dry and hot-wet. The cold-dry season is from May – August.

6.CURRENCY

The Malawi Kwacha (MK) is used for local transactions. As of August 2024, the exchange rate from 1 USD to Malawi Kwacha is MK1733.31

7.COMMUNICATION

The access code for Malawi is +265 and it operates under the Central African Time zone. The country has one fixed landline operator and 3 mobile cellular network service providers namely, MTL, Airtel and TNM. Sim packs are readily available and can be obtained at the post office and at the conference. Internet access is also available from internet cafes in and around the major cities and hotspots at all major Hotels and International Airports.

8.BANKING BUSINESS HOURS

Banks in Malawi open from 8:00 am to 3:00 pm from Monday to Friday and up to 11:00 am on Saturdays. Money transfer agencies will also be available at the conference place throughout the meeting days.

When converting foreign currency, proof of identity in the form of a passport is required.

Please note that changing money on the streets is illegal and unsafe.

9. MEDICAL CARE

The city is served by several prominent hospitals using mostly the Medical Aid Society insurance.

Visitors are required to check with their medical insurance service providers to confirm whether their medical requirements will be covered in Malawi.

10. CULTURE, RELIGION AND LANGUAGE

Malawi is a multi-racial society where people of different nationalities live in harmony. People living in urban areas have a westernised lifestyle and are predominately Christian, while in the rural areas many African traditions have been preserved. English is the official language and the other widely spoken language is Chichewa.

11. AIRPORT DEPARTURE TAX

This tax is incorporated in the ticket fare.

12. ELECTRICAL APPLIANCES

In main centres and main tourist resorts, all appliances run on 220 volts. Outlets are of the 3-Pin square, 13amp type.

The Malawi power grid uses 220/240 volts AC 50 Hertz. Wall sockets (3-pin Square) are rated to carry a maximum of 15 amps. It is important to carry a 3-pin square adapter.

13. TRADITIONAL FOODS

Hotels, restaurants, and homes in Malawi offer a wide variety of meals ranging from oriental recipes, Chinese food, sea food to take aways but the best of all is the local traditional recipes, they offer excellent nutrition and are a healthy option. Pap (Nsima) is the staple food in Malawi and is made from maize meal and eaten as a thick porridge. A wide range of side dishes are available such as dried meat,

chicken or a range of vegetables such as mustard leaves, broccoli spinach, cabbage, okra and other exotic local specialities such as (pumpkin leaves).

14. SECURITY

Malawians are known for their big warm hearts and friendliness towards each other and visitors alike. Although all Malawians are generally very helpful it is always advisable to be cautious when dealing with strangers. Police officers are very helpful and are easily identified by their uniforms although some may be plain clothed police. Like everywhere in the world, valuables should always be safeguarded or left in the hotel safe box.

15. CUSTOMS CONCESSION

Your personal possessions which are not intended for disposal or consumption in Malawi are allowed entry duty-free. For dutiable goods, a maximum value of USD250 is permissible duty free.

16. TRANSPORT

Transport will be availed to delegates as follows:

- On arrival and departure from and to Lilongwe International Airport;
- Every day from the designated hotels to the meeting venue; and
- During the various social events organised for the delegates.

Please send us your travel itinerary for transport logistics facilitation.

DELEGATES ARE ENCOURAGED TO FLY DIRECT TO KAMUZU INTERNATIONAL AIRPORT

17. ACCOMMODATION OPTIONS

Delegates are kindly requested to choose their own accommodation bookings from the list and contacts below provided by host. The host will provide airport shuttles and transport in between hotels:

LIST OF ACCOMMODATION FACILITIES FOR NETP DELEGATES								
No	Name of Hotel	Grading	Distance from Venue	Email	Contact Person	Contact No	Type of Room	USD
1	BICC (Umodzipark Hotel)	5 Star	Within the Venue	enamacha@umodzipark.co.mw	Ester Namacha	+265 993 915550 +265 996562919/ 886562919	Classic Single room	155
							Classic Double room	155
							Classic Twin Single	155
							Classic Twin Double	155
							Presidential Suite	210
							extra person	30
2	Sunbird Capital Hotel	4 Star	200 m	centralres@sunbirdmalawi.com	Iness	+265 1 773388/ 8889651119 +265 885 996521	Superior	130
							Deluxe	130
3	Wamkulu	N/A	2.5 km	wamkulupalace@wamkuluhotels.com	Reception	00265 994 620	Single	85

	Palace			wamkulupalace@gmail.com		860 +265 885 316 522	Deluxe	
							Sharing Deluxe	95
4	Sunbird Lilongwe	3 Star	4 km	sllreception@sunbirdmalawi.com	Jane, Linda, Grace	+265 1756333/ 0888352135/0884 312787	Deluxe	120
5	Hotel 44	N/A	5 km	info@thefortyfourseven.com	Andrew Kumbatira	+265 888877920	Executive	50
							Sharing	65
6	Bamboo Boutique Hotel	N/A	5 km	fobamboo@serendihotel.com	Grace	+265 884529238	Deluxe	71
7	Edge Water lodge	N/A	5 km	info@edgewatercourt.com	Reception	+265 888998088 +265 881525246	Deluxe Queen	70

18. COVID-19 PROTOCOLS TO BE OBSERVED WHILE IN THE COUNTRY

Citizens and Visitors are urged to maintain alertness and adhere preventative behaviours which include:

- Wearing of face masks (where sick);
- Maintaining of social distancing;
- Sanitising of hands; and
- Washing hands thoroughly with soap and running water.

General hygienic behaviour as observed in terms of WHO guidelines is encouraged by all people.

19. PASSPORTS AND VISAS

All visitors require valid passports to travel to Malawi and visa regulations vary according to nationality and country of origin. Delegates will be informed to check for information on Visa at their respective Malawi Embassy or High Commission before travelling.

Visa applications for the country can be done online through the Malawi Immigration website www.immigration.gov.mw

Printed copies of the visas are required upon arrival.

An Immigration Desk Officer will however be available at point of entry to assist participants who may need to process visas on arrival in a case where participants arrive without such.

Please find the Malawi Visa Regime below:

CATEGORY A	
<i>Visitors from the countries in this category are not required to have a visa to travel to Malawi.</i>	<ul style="list-style-type: none">• ANGOLA• ARUBA• ANTIGUA & BARBUDA• BAHAMAS• BARBADOS• BELIZE• BOTSWANA• CAYMAN ISLANDS• CONAKRY• CYPRUS• FIJI• DEMOCRATIC REPUBLIC OF THE CONGO• GHANA• GRENADA• HONG KONG SPECIAL ADMINISTRATIVE REGION OF CHINA• JAMAICA• KENYA• KIRIBATI• LEEWARD ISLANDS• LESOTHO• MADAGASCAR• MALAYSIA• MALDIVES• MAURITIUS• MALTA• MONTSERRAT• MOZAMBIQUE• NAMIBIA• NAURU• SAMOA WESTERN• SAINT LUCIA• SAINT VINCENT AND THE GRENADINES• SEYCHELLES• SINGAPORE• SOLOMON ISLANDS• SOUTH AFRICA• ST KITTS AND NEVIS• SWAZILAND• TONGA• TRINIDAD AND TOBAGO• TURKS AND CAICOS ISLANDS• TUVALU• UGANDA• UNITED REPUBLIC OF TANZANIA• VANUATU• ZAMBIA

	<ul style="list-style-type: none"> • ZIMBABWE
<p>CATEGORY B</p> <p><i>Visitors from the countries in this category are not required to apply for a visa before travelling but may pay for and obtain your visa when you enter Malawi.</i></p>	<ul style="list-style-type: none"> • VIRGIN ISLANDS • VATICAN • VENEZUELA (BOLIVARIAN REPUBLIC OF) • UNITED STATES OF AMERICA • URUGUAY • UZBEKISTAN • UKRAINE • UNITED ARAB EMIRATES • UNITED KINGDOM OF GREAT BRITAIN AND NORTHERN IRELAND • TURKEY • TURKMENISTAN • SWEDEN • SWITZERLAND • TAJIKISTAN • SPAIN • SLOVAKIA • SLOVENIA • SAMOA (AMERICA) • SENEGAL • SERBIA • SAN MARINO • SAO TOME AND PRINCIPE • REUNION • ROMANIA • RUSSIAN FEDERATION • RWANDA • MARSHALL ISLANDS • MEXICO • MICRONESIA, FEDERATED STATES OF • MOLDOVA • MONACO • NETHERLANDS • NEW CALEDONIA • NEW ZEALAND • NICARAGUA • NORFOLK ISLANDS • NORTHERN MARIANA ISLANDS • NORWAY • PALAU ISLAND • PALESTINE • PANAMA • PAPUA NEW GUINEA • PARAGUAY • PERU • POLAND • PORTUGAL • PUERTO RICO • LIECHTENSTEIN • LITHUANIA • LUXEMBOURG • MACAO SPECIAL ADMINISTRATIVE

	<p>REGION OF CHINA</p> <ul style="list-style-type: none"> • KOREA (SOUTH) • KUWAIT • KYRGYZSTAN • LATVIA • JAPAN • COMOROS • KAZAKHSTAN • GUYANA • HAITI • HONDURAS • IRELAND • ISRAEL • ITALY • HUNGARY • ICELAND • INDIA • INDONESIA • IRAN, ISLAMIC REPUBLIC OF • GUAM • GUATEMALA • GILBRALTAR • GREECE • GEORGIA • GERMANY • DENMARK • ESTONIA • ETHIOPIA • FINLAND • FRANCE • FRENCH GUIANA • FRENCH POLYNESIA • FRENCH W/INDIES • CZECH REPUBLIC • DOMINICAN REPUBLIC • ECUADOR • EGYPT • EL SALVADOR • EQUATORIAL GUINEA • CHILE • CHINA • CHINA (NON-TOUR) • COOK ISLANDS • COSTA RICA • CROATIA • CUBA • BURUNDI • CANADA • CAPE VERDE • BRAZIL • BRITISH VIRGIN ISLANDS • BRUNEI DARUSSALAM • BULGARIA • BERMUDA • BHUTAN • BOSNIA AND HERZEGOVINA • BELARUS • BELGIUM
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	<ul style="list-style-type: none"> • BAHRAIN • ARGENTINA • ARMENIA • AUSTRALIA • AUSTRIA • AZERBAIJAN • ALBANIA • ALGERIA
<p>CATEGORY C</p> <p><i>Visitors from the countries in this category are required to pay for and obtain your visa before you travel to Malawi.</i></p>	<ul style="list-style-type: none"> • ANGUILLA • BANGLADESH • BENIN • AFGHANISTAN • BOLIVIA • BURKINA FASO • CAMBODIA • CAMEROON • CD'IVOIRE • CENTRAL AFRICAN REPUBLIC • CHAD • COLOMBIA • ERITREA • DEMOCRATIC PEOPLE'S REPUBLIC OF KOREA • CONGO BRAZAVILLE • GABON • GAMBIA • DJIBOUTI REPUBLIC • GUINEA • GUINEA-BISSAU • IRAQ • JORDAN • LEBANON • LAO PEOPLE'S DEMOCRATIC REPUBLIC • KOSOVO • LIBERIA • LIBYAN ARAB JAMAHIRIYA • QATAR • REFUGEE • PHILIPPINES • OMAN • PAKISTAN • NIGER • NIGERIA • MONGOLIA • MONTENEGRO • MALI • MAURITANIA • MOROCCO • NEPAL • MYANMAR • SAUDI ARABIA • SIERRA LEONE • SRI LANKA • SUDAN • SOUTH SUDAN • SOMALIA

	<ul style="list-style-type: none"> • THAILAND • THE FORMER YUGOSLAV REPUBLIC OF MACEDONIA • TOGO • SYRIAN ARAB REPUBLIC • TAIWAN • TUNISIA • VIET NAM
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20. CONTACT PERSONS

Malawi – Host Country	SADC Secretariat	ITU Focal Point
Mr. Micious Matsitsa Email: micious.matsitsa@macra.mw Mobile: +265 885167317 Ms. Nellie Mwanza Email: nellie.mwanza@macra.mw Mobile: +265 993844684	Mr. Chisepo Lungu Email: clungu@sadc.int Mobile: +267 74833768 Dr. George Ah-Thew Email: gah-thew@sadc.int Mobile: +267 72332595	Ms. Anne Rita Ssemboga Email: anne.rita.ssemboga@itu.int Mobile: +263 77 693 2694 Ms. Halima Letamo Email: halima.letamo@itu.int Mobile: +41 789233988