



ZICTA

ZAMBIA INFORMATION AND COMMUNICATIONS TECHNOLOGY AUTHORITY

**MEETINGS of
ITU-T SG5RG-AFR and SG12RG-AFR
and
ITU REGIONAL STANDARDISATION
FORUM**

**TO BE HELD FROM 14 TO 18 MARCH 2016
AT THE PROTEA HOTEL
IN LIVINGSTONE, ZAMBIA**

**PRACTICAL INFORMATION PACK FOR
PARTICIPANTS**

INTRODUCTION

Dear Visitor,

Welcome to Zambia also known as the real Africa. This practical information pack is designed to address your immediate needs and make your stay comfortable.

The Zambia Information and Communications Technology Authority (ZICTA) warmly welcomes you to Zambia. We hope you will have a memorable visit.

In this manual we have endeavoured to give you as much information as possible to help you have an idea of what to expect once you are in Zambia.

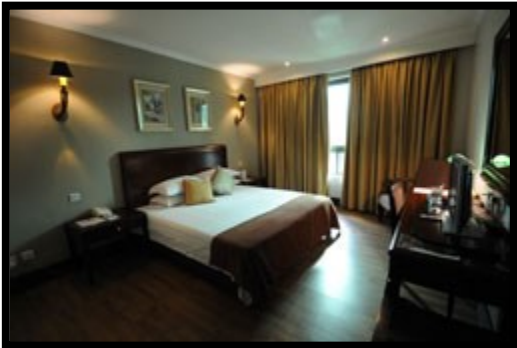
Should you need additional information, please contact ZICTA using the contact numbers indicated on the second page.

Enjoy your stay in Zambia.

ZAMBIA INFORMATION AND COMMUNICATIONS TECHNOLOGY AUTHORITY

INFORMATION CONCERNING THE MEETING

VENUE OF THE MEETING



The meeting will be held at the Protea Hotel in Livingstone which is a historic colonial city situated in the Southern Province of Zambia

CONTACT PERSONS

The details for the Organising Committee are listed below.

Nawiti Kangwa Zambia Information & Communications Technology Authority (ZICTA) Tel: +260 21 1 244431 Mobile:260 0966847077 Fax:260 21 1 246701 Email: nkangwa@zicta.zm	Pauline Mwale Zambia Information & Communications Technology Authority (ZICTA) Tel: +260 21 1 244431 Mobile:260 097811997 Fax:260 21 1 246701/240023 Email: pmwale@zicta.zm	Christabel Simbulo Zambia Information & Communications Technology Authority (ZICTA) Tel: +260 21 1 241236 Mobile: +260 0977196575 Fax:+260 21 1 240023/ 246701 Email: csimbulo@zicta.zm
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HOTEL RESERVATIONS FOR PARTICIPANTS

The Organising Committee has negotiated special rates, as specified in the table below. Delegates are strongly advised to make all reservations by signing the attached form indicating their choice of hotel as well as their flight details and sending it back to the Organising Committee who will make the reservations on their behalf and arrange for airport pick up as well as hotel to meeting venue transfers.

Kindly see list below:

	Hotel	Room Type	Amount
1.	AVANI Victoria Falls Resort Mosi-oa-tunya Road Tel: +260 21 261550 Mob: +260 977652866/0977824236 E-mail: sinani.sinyangwe@suninternational.com WIFI Free available	Standard	\$324.00
2.	Protea Hotel Plot No 2110 Mosi-oa-tunya Road Tel: +260 213 324630 Email: reservations@phlivingstone.co.zm WIFI free and available	Single Double	\$165 125 \$173 141
3.	Wasawange lodge Corner Mosi-oa-tunya and Sichango Roads Tel +260 213 324078/0954752207 Email: waslodge@yahoo.com WIFI Free available	Single Double	\$40 \$50
3.	Road Lodge 1892, Mosi O Tunya Road, Livingstone +260 213 324 848 +260 977324646 Email: fallswaylodge@microlink.zm www.fallswaylodge.co.zm WIFI Free available	Small double Big double	\$70 \$85
5.	New Fairmount Hotel Plot 441/2 Mosi-oa-tunya Road Tel: +260 213 320723, +260 21 0977777014 E-mail: nfhc@zamnet.zm WIFI Free available	Single Standard Single deluxe Twin dbl	\$35 \$45 \$54
6.	Cross roads Lodge Plot 2644/66 Ellen Britell Area, Lusaka Road +260 0966783838 +260 213 322474/5 crossroads@crossroadslodges.com www.crossroadslodges.com WIFI Free available	Twin Dbl Deluxe Executive	\$35 \$50 \$60
7.	Chapa Classic Guest House 66 Neru Way 4 th Plot off Airport Road Tel: +260 0977796710 Email: chapaclassiclodge@zamnet.zm WIFI Free available	Standard Double	\$45 \$50



HOTEL RESERVATION AND AIRPORT TRANSFERS FORM

**ITU-T SG5RG-AFR, SG12RG-AFR MEETINGS and
ITU REGIONAL STANDARDIZATION FORUM FOR AFRICA
PROTEA HOTEL, LIVINGSTONE, ZAMBIA
14 TO 18 MARCH 2016**

1. Name of Hotel:
2. Type of room:
3. Arrival Date:
4. Departure Date:

Personal Details

5. Name of participant:
6. Organisation:
7. Country:
8. Tel No: Email:-.....

Flight Information: Date of Arrival:

Time of Arrival: Flight No:.....

Date of Departure:

Time of Departure: Flight No:

9. Signature:

*Once the form has been completed, please email it to nkangwa@zicta.zm,
pmwale@zicta.zm and csembulo@zicta.zm or fax to +260 21 1 246701/240023*

DELEGATES TRAVEL

All delegates travelling through and from the Republic of South Africa are required to get yellow FEVER VACCINATION at LEAST TEN DAYS prior to travelling and carry yellow fever booklets with them. Those without yellow fever cards/booklets will not be checked in at the airport.

Delegates are responsible for making their own travel arrangements to Livingstone. All travel information, including flight numbers, arrival and departure dates should be communicated to the Organising Committee for facilitation of airport transfers. The airport transfers will be provided by the Host.

Flight schedules are as follows:

Connection in South Africa, Johannesburg to Livingstone

Daily Flights

Connection in Zambia, Lusaka to Livingstone

Flights twice daily on Proflight at either 8.00 hours and 1500 hours or 12.00 hours and 15 hours.

ARRIVAL AT THE HARRY NKUMBULA INTERNATIONAL AIRPORT IN LIVINGSTONE

Livingstone has one of the major airports in Zambia named Harry Nkumbula Airport. It is a 24 hour open airport with full amenities of an international airport.

VISA REQUIREMENTS

Delegates requiring visas are requested to obtain them from the Zambian Embassy in their respective countries.

Referred Visas

Countries whose nationals do require a visa to enter Zambia are as follows:-

Angola, Benin, Burkina Faso, Cameroon, Chad, Cote d Ivoire, Gabon, Gambia, Ghana, Guinea Bissau, Guinea Conakry, Liberia, Mali, Niger, Nigeria, Papua New Guinea, Saudi Arabia, Senegal, Sierra Leone.

Nationals of all Commonwealth countries do not require a visa to enter Zambia.

The exception on reciprocal basis are listed below:-

The Gambia, Ghana, Nigeria, Mozambique, Sierra Leone, Papua New Guinea

Visa Fees

Single Entry	US\$50.00
Multiple Entry	US\$80.00

Delegates should **apply online 7-14 days** prior to departure from the website, www.zambiaimmigration.gov.zm.

N.B: Visa requirements change fairly regularly so it is advisable to check with your Consulate or Embassy

Every foreign national travelling to Zambia must be in possession of a valid passport.

INSURANCE

It is strongly advisable that all delegates travel with full cover.

CURRENCY

Zambia's unit of currency is the Kwacha (K), sometimes listed as 'ZMK' (Zambia Kwacha). In cities and larger towns, you can change cash and travellers cheques at branches of Barclays Bank and Standard Chartered Bank. Larger branches have ATMs that accept Visa. Foreign exchange offices called Bureau de change are easy to find in Livingstone and other larger towns. The major credit cards are widely accepted. Travellers' cheques are best taken in Pounds Sterling or US Dollars. Many Lodges and businesses prefer payment in hard currency.

The Zambia currency consists of:

Notes: K100, K 50, K20, K10, K5, and K2

Coins: K1, 50ngwee, 10ngwee and 5ngwee

Exchange Rates

For an accurate exchange rate, it is advisable to check just before departure as it fluctuates.

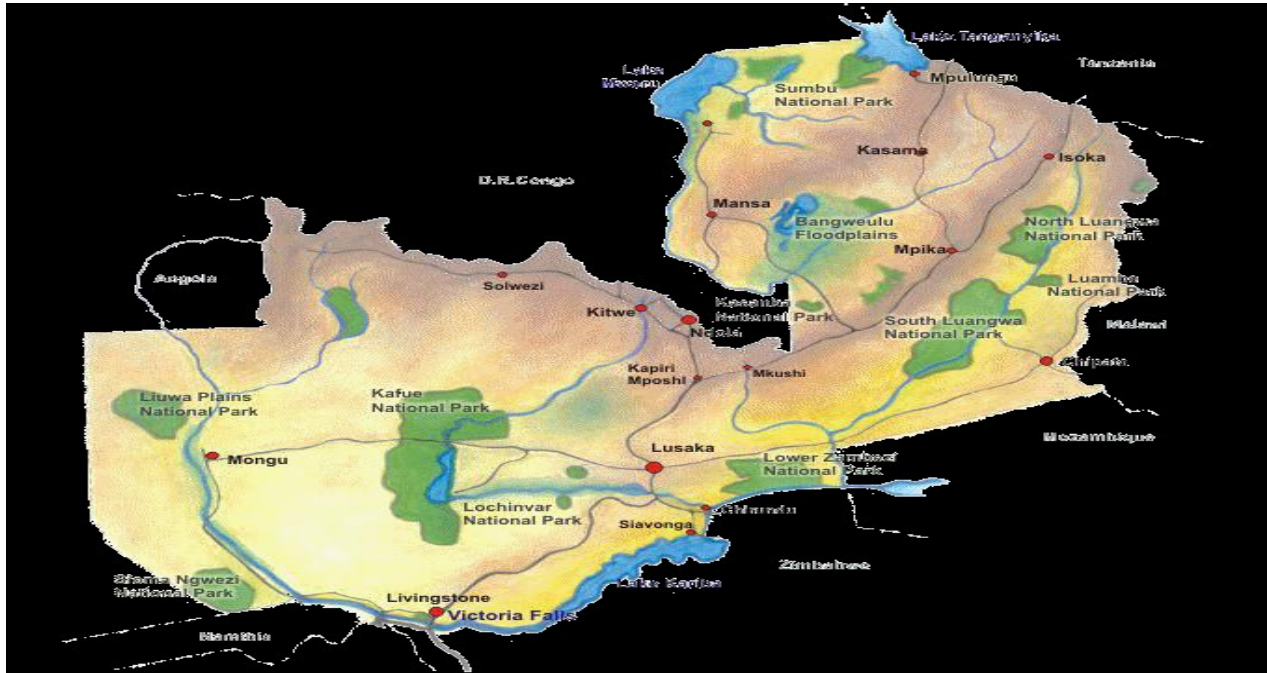
GENERAL INFORMATION

About Zambia



The Republic of Zambia is landlocked and bordered by Mozambique, Tanzania, Malawi, Zimbabwe, Namibia, Angola, Democratic Republic of Congo and Botswana. The country has a surface area of 752,614 square kilometres and divided into 72 districts.

About Livingstone



Livingstone is a Tourism Centre lying 10Km North of the Zambezi River, and a border town with road and rail connections to Zimbabwe on the other side of the **Victoria Falls**, one of the seven Natural Wonders of the World and 60Km by road to the border with Botswana.

Livingstone acts as a gateway to the magnificent attraction of the Victoria Falls and the Mosi-oa-Tunya National Park. For those interested in local culture and history, the **Livingstone Museum** which is the oldest Museum in Zambia, has interesting displays of David Livingstone memorabilia and the **Maramba Market** which sells an assortment of handcrafts and colourful fabric.

BANKS

Banking: Monday to Friday 08.15 - 14.30

Shops: Monday to Friday 08.00 - 17.00 Saturday 08.00 - 13.00

Bureaus are usually open up to 17.00 hours

PEOPLE AND LANGUAGES

We have seventy three (73) ethnic groups and seven main languages. English is the official language and the Meeting will be conducted in English with interpretation services. Tonga and Lozi are other common languages spoken in Livingstone.

CLIMATE

Livingstone has a hot climate, with extreme temperatures of 40.6 degrees Celsius and 3 degrees Celsius and an annual rainfall of almost 30 inches. Delegates are advised to consult their medical doctors to find out if they need to take malaria tablets. There is a hospital in Livingstone which operates 24 hours. The rainy season occurs from November through April.

TIME

Zambia is two hours ahead of GMT.

TOURISM, CULTURE AND ART

The Victoria Falls area is rapidly becoming known as the “Adventure Centre” of Southern Africa, with various adrenaline sports, unmatched scenery of breathtaking proportions, and many other leisure options for outdoor lovers.

CULTURAL PLACES

1. Livingstone Museum
2. Maramba Cultural Village
3. Railway Museum

SHOPPING CENTRES

1. Shoprite
2. Spar

RESTAURANT GUIDE

Kubu Crafts - found at the main shopping mall next to Shoprite.

Utsav Indian Restaurant - found in the main Mosi-o-tunya Rd. They also have a takeaway section called Exciting Biting

The Laughing Dragon - Chinese - just off the main road near the **Hungry Lion** - a fast food outlet.

Hippo's pub behind Faulty Towers serves great meals and has a pool table and darts.

Zigzag also doubles as a booking office for various adventures as well as a small shop which serves lunches and cakes on the pavement.

The **Pigs Head**, Kabompo Road is one of the local pubs, also serving food.

Eatrite Fast Foods, in the main road

For excellent lunches and steaks try **Mr. Pete's** just on the outskirts of Town on the way to the Falls.

Chanters is a good restaurant in Lukulu Rd with accommodation as well.

Flying Pizza on the main road near the Adventure Centre serves great pizzas, Shawarmas, burritos, and soft drinks.

The water front always has meals available on their terrace on the river's edge

Both **Avani Victoria Falls Resort** and **Royal Livingstone Hotels** have several good restaurants. There are numerous forex bureaux in the main towns. The exchange rate varies from time to time, but it currently ranges from Kwacha 11,920 to 11,990 per US \$1.00.

COMMUNICATION

Zambia has three main mobile network providers, these being Airtel, MTN and ZAMTEL. To get connected, all visitors can visit any of the mobile phone service outlets which are mainly located at shopping malls. Please note that you will need a passport for you to acquire a SIM card. This is due to the ongoing SIM card registration in Zambia. A SIM card is not more than US\$1 dollar; the maximum price is K5.

International calls cost about K2 (US 40 cents) per minute. The country code is + 260 and for international access, please dial 00.

For internet access, the country has multiple internet service providers, internet cafes, as well as mobile network providers through the use of modems. Television and radio broadcast is available including international channels courtesy of DSTV.

ELECTRICITY

Zambia uses 230 Volts AC (50Hz) Electricity adapters.

SECURITY

Zambians are known for their hospitality and friendliness towards each other and visitors alike. Although all Zambians are 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, like everywhere in the world valuables should always be safeguarded or left in the hotel safe box. If you do not know where to obtain a certain service or you are not sure always contact the Hotel Information Desk.

Emergency Numbers:

- 993 - Fire Brigade
- 999 - Police
- 991 - Ambulance

Other Important Numbers:

- National Telephone Operator - 100
- National Directory - 102
- International Operator - 00
