

	<p align="center"> <b>ITU-T Study Group 12 Regional Group for Africa (SG12RG-AFR) and Workshop on Telecommunication Service Quality</b> </p> <p align="center"> <b>Freetwon, Sierra Leone, 1-4 July 2025</b> </p>	
<p align="center"><b>INFORMATION FOR PARTICIPANTS</b></p>		

**Event Venue (updated on 25 June 2025)**

The events will be held at:

**Mamba Point Lagoonda Hotel**

80 Cape Rd, Freetown, Sierra Leone

Tel: +232 99 100100

**Passport and Visa Requirements**

All delegates entering the Republic of Sierra Leone must carry a valid national passport (valid for at least six months before the expiry date). The use of temporary passports or emergency travel documents will not be accepted. Visa is required for certain countries while others do not require visa to enter Sierra Leone. It must be noted that citizens from ECOWAS states do not require an entry visa. The visa should be obtained in advance at the nearest Sierra Leone Diplomatic Mission. Airlines and Travel Agents can assist with information regarding visas but the responsibility of the application rests with the applicant. For more information about visa requirements and online visa application, kindly visit: <https://www.evisa.sl>

The visa application fee is Le.1,920 or USD 80. Holders of Diplomatic and Service Passports are exempted from paying visa fees.

Visa supporting letter/invitation letter can be issued upon request to assist delegates to obtain necessary visa from their respective countries and visa on-arrival. Sierra Leone operates visa on-arrival policy for about 80 countries.

**Delegates who require assistance and visa on-arrival support, should submit a copy of their passport, flight details and hotel booking by email to the NatCA organizing committee indicated below.**

**Request for letter of invitation for visa should be submitted before 14<sup>th</sup> June 2025.**

**Airport Tax**

All inbound and outbound passengers at the Freetown International Airport are required to pay a mandatory airport tax of \$25 for entering and exiting Sierra Leone, payable at the Airport.

**Water Taxi Services**

Freetown is a beautiful City and a fantastic holiday destination that offers great sightseeing. The Freetown International Airport is separated from Freetown with an estuary. On arrival at the Freetown International Airport, there are two options to access Freetown:

- Via **Water Transportation** which takes at least thirty (30) minutes
- By road** lasting two and the half hours to the main Capital.

Transportation across the estuary to Freetown is predominately by water taxis, boats and ferries.

The cost of transportation by the water taxis is \$45 per person either way, payable upon exiting the Airport terminals.

### **Hotel Accommodation**

<b>HOTEL</b>	<b>ROOM TYPE/PRICE</b>	<b>CONTACTS</b>
<b>Mamba Point Lagoonda Hotel (Venue)</b>	Single/ \$170 Deluxe Seaview/\$190 Business Suite/\$300	+23278685555 <a href="mailto:Reservations@mambapointhotelfreetown.com">Reservations@mambapointhotelfreetown.com</a> <a href="mailto:Info@mambapointhotelfreetown.com">Info@mambapointhotelfreetown.com</a>
Bintumani Hotel	Standard / \$160 Deluxe Standard/\$200 Normal Suite A/\$260 Normal Suite B/\$300 Executive Suite/\$360 Buisness Suite/\$460	+232 78752131/+23279589293 <a href="mailto:bintumanivip@gmail.com">bintumanivip@gmail.com</a> <a href="mailto:bintumani@gmail.com">bintumani@gmail.com</a>
Radisson Blu Hotel	Standard / \$196 Executive / \$356	+23276247911/+23279233030 <a href="mailto:Reservations.freetown@radissonblu.com">Reservations.freetown@radissonblu.com</a>
Altantic Lumley Hotel	Ocean King Seaview / \$177 Lumley Deluxe King / \$157	+23288000568/+23276570483 +23280313131/+23280212121 <a href="mailto:info@atlantichotel-sl.com">info@atlantichotel-sl.com</a> <a href="mailto:akamara@atlantichotel-sl.com">akamara@atlantichotel-sl.com</a>
The Swiss Hotel	Standard / \$126 Superior/\$135 Deluxe/\$140	+23277399399/+23277499499 <a href="mailto:Reservation@theswisshotelsl.com">Reservation@theswisshotelsl.com</a> <a href="mailto:Reception@theswisshotelsl.com">Reception@theswisshotelsl.com</a>
Family Kingdom Resort	Standard / \$80 Standard Empire (1&2)/\$90 Single Deluxe/\$100 Double Room/\$120	+ +23230202770/+23277850466/ +23276777949 <a href="mailto:fkresort@gmail.com">fkresort@gmail.com</a>
Home Suite Boutique Hotel	Deluxe Standard/\$210 Junior Suite/\$ 250 Executive/\$275	+23230222227/+23230222228 <a href="mailto:info@homesuiteshotelsl.com">info@homesuiteshotelsl.com</a> <a href="mailto:reservation@homesuiteshotelsl.com">reservation@homesuiteshotelsl.com</a>

## **Guidelines for Incoming International Participants**

### **Health Requirements**

ITU requests all participants to ensure medical and travel insurance covering the whole period of the event during their stay in Sierra Leone. Neither ITU nor the host, NatCA, will not meet any expenses relating to injury, accident or medical treatment of the participant.

### **COVID-19**

The Republic of Sierra Leone has lifted all COVID restrictions. However, we therefore encourage all travellers with COVID-19 vaccination certificates to be in possession of them. Wearing of face masks is not required in Sierra Leone and is at the discretion of each delegate to wear one.

### **Yellow Fever Certificates**

A yellow fever vaccination certificate may be required to enter the Republic of Sierra Leone for delegates coming from yellow fever endemic areas, from any country where yellow fever is being transmitted or for those who have travelled through these areas in the last 72 hours.

The following instructions will apply:

Entry will be granted to a delegate who, on arrival, presents the following documents:

- A valid yellow fever vaccination certificate
- No fever (less than 38.5° C)
- Consent to report any symptoms for six (6) days.

Guests are required to be vaccinated at least ten (10) days before entering the Republic of Sierra Leone.

<b>OTHER INFORMATION</b>
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### **Weather**

The climate of Sierra Leone is tropical monsoon climate with distinct wet and dry season, and significant amount of rainfall concentrated during the rainy season. Generally, the climate is hot and humid throughout the year, with average temperatures around 26°C (78.8°F).

Typically, the rainy season runs from May to November, while the dry season, including Harmattan wind, starts from December and ends in April every year.

The average annual rainfall is highest along the coast, reaching 3000-5000 mm per year. The coastal areas experience hot and humid weather, whereas inland regions have a more temperate climate.

The Harmattan, a dry and dusty wind from the Sahara Desert, blows during the dry season, particularly from November to February each year. The wind can bring a temporary cooling and reduced humidity.

### **Time zone**

The standard time zone in Sierra Leone is Greenwich Mean Time (GMT, UTC+00.00). There are no daylight-saving time arrangements.

### **Banks & Currency**

The official currency is the LEONE and CENT. The currency is abbreviated in both domestic and international financial transactions as SLL or Le. (exchange rate will fluctuate and may not be as reflected below):

USD 1 = 22.66 Leones  
GBP 1 = 29.89 Leones  
EUR 1 = 25.23 Leones

Major international credit and debit cards are widely accepted for transactions.

Most Banks are open from 9:00hrs to 15:30hrs Monday through Friday. Forex Bureaux located in different parts of the city are open from 9:00hrs to 16:30hrs Monday through Saturday.

### **Electricity**

In Sierra Leone, type D and type G power plugs and sockets (outlets) are used. The standard voltage is 220/240V operating at a frequency of 50Hz, but you will need adapters if you are using 110V equipment. Most hotels have adapters available. But it is wise to bring your own, just in case. The most common sockets are:



### **Transportation During Arrival and Departure**

Delegates are requested to provide all travel information, including flight number, arrival and departure dates and times.

The host will provide transport to Delegates as follows:

- On arrival and departure from Freetown International Airport; and
- From/to recommended hotels to the venue

### **Contact Points**

For any further information you may require or if you need a personal invitation letter or official document for your travel clearances, please contact:

	<b><u>Contact address</u></b>	<b><u>Entity</u></b>
<b>1</b>	Mr. Sahr Momodu Sewah Tel: +23276735967 / +23230681117 Email: <a href="mailto:ssewah@natca.gov.sl">ssewah@natca.gov.sl</a>	National Communications Authority (NatCA)- Sierra Leone
<b>2</b>	Mr. Melvin E. King Tel: + 23278806699 Email: <a href="mailto:mking@natca.gov.sl">mking@natca.gov.sl</a>	National Communications Authority (NatCA)- Sierra Leone
<b>3</b>	Mr. Braima Ronnie Kargbo Tel: +23276630640 Email: <a href="mailto:bronniekargbo@natca.gov.sl">bronniekargbo@natca.gov.sl</a>	National Communications Authority (NatCA)- Sierra Leone
<b>4</b>	Ms. Hannah Pessima Tel: +23278363233 Email: <a href="mailto:hpessima@natca.gov.sl">hpessima@natca.gov.sl</a>	National Communications Authority (NatCA)- Sierra Leone