



**GLOBAL ENVIRONMENT FACILITY**  
INVESTING IN OUR PLANET



GEF/R.7/Inf.06/Rev.01  
September 28, 2017

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## **Seventh Replenishment of GEF Resources (GEF-7)** **October 3-5, 2017**

**Addis Ababa**  
**Ethiopia**

### **Note on Logistics**

#### **Schedule/Location**

The second meeting of the GEF-7 Replenishment will be held at Addis Ababa, Ethiopia on Wednesday, October 4 and Thursday, October 5, 2017 at:

**UN Economic Commission for Africa (UNECA)**  
**Conference Room 3**  
Menelik II Ave.  
Addis Ababa, Ethiopia  
+251 11 5443140

#### **Registration**

Registration is required to attend the replenishment meeting. Registration and distribution of event badges will begin at 8:30 am on Wednesday, October 4, and the meeting will begin at 9:00 am. The venue of the registration will be at the Delegates Registration Bureau. Please present a valid identification with photo to receive your event badge.

#### **Events**

##### **Tuesday, October 3, 2017 at 7:00 pm – Cultural Event and Dinner**

The Government of the Federal Democratic Republic of Ethiopia will host a cultural event and dinner for all participants at the Totot Traditional Restaurant (6 kilometers from Megenagna and around Jakros homes, Addis Ababa, Ethiopia). A bus will collect attendees at UNECA at 6:00 pm to bring them to the venue, and return attendees back to UNECA at 9:30 pm.

To determine the number of passengers riding the bus, please confirm by 12:00 pm (GMT+3) on Monday, October 2, with Ms. Mariz Dugayo ([mdugayo@worldbank.org](mailto:mdugayo@worldbank.org)) or Ms. Pansy Chinthia ([pchintha@worldbank.org](mailto:pchintha@worldbank.org)) if you will be taking the bus.

For those who wish to go directly to the venue, please arrange transport directly with your hotel.

**Wednesday, October 4, 2017 – Heads of Delegation Cocktail Reception**

The Embassy of the Netherlands is organizing a cocktail reception for Heads of Delegation. Details will be announced in Addis Ababa.

**Thursday, October 5, 2017 at 7:00 pm – Cocktail Reception**

Mr. Axel van Trotsenburg, Vice President, Development Finance, World Bank and Ms. Naoko Ishii, Chief Executive Officer and Chairperson, Global Environment Facility will host a cocktail reception for all participants at the Banquet Hall of the UN Economic Commission for Africa.

**Lunch** will be served for all participants on Wednesday, October 4 and Thursday, October 5, 2017 at the Banquet Hall.

**Friday, October 6, 2017– Field Trip**

Please see the for details of the field trip the field trip agenda. In order to express interest in participating in the field trip, **please return the form in the field trip agenda to Ms. Susan Waithaka, (swaithaka1@thegef.org) no later than Wednesday, September 20, 2017.** Only persons who submit the form will be considered for participation. Places may be limited, so participation is not guaranteed, but will be confirmed as soon as possible after September 20.

**Attendance Confirmation**

Please confirm the attendance of your delegation by registering at this link, which is also available on the GEF Secretariat's Events website:

<https://wbwcfeworldbank.org/gefmeetingregistration/>

Please register your delegation with a **new** user ID (i.e., do not use the one from the first meeting). We would appreciate your registration to the meeting and the field trip by Wednesday, **September 20, 2017.**

**Accommodation**

Participants are responsible for making their own hotel bookings and settling their accommodation and other costs directly. Please see *Attachment 1* for a list of hotels.

**Visas**

Securing visas is the sole responsibility of travellers. Should you require an invitation letter, please contact Ms. Mariz Dugayo ([mdugayo@worldbank.org](mailto:mdugayo@worldbank.org)), or Ms. Pansy Chintha ([pchintha@worldbank.org](mailto:pchintha@worldbank.org)).

**Focal Point and queries**

For any queries with respect to the information contained in this logistics note please contact Ms. Mariz Dugayo ([mdugayo@worldbank.org](mailto:mdugayo@worldbank.org)) or Ms. Pansy Chintha ([pchintha@worldbank.org](mailto:pchintha@worldbank.org)).

**Other Information**

Please see *Attachment 2* for other useful logistics information.

**List of Hotels**

**Sheraton Addis, A Luxury Collection Hotel**

Kirkos Kifle Ketema, Kebele 16, Taitu St

Addis Ababa

Phone: +251 11 517 1717

Email: [reservationsaddisethiopia@luxurycollection.com](mailto:reservationsaddisethiopia@luxurycollection.com)

Website: [www.sheratonaddis.com](http://www.sheratonaddis.com)

GEF-7 meeting reservation link: [The Second Meeting of the GEF-7](#)

**Radisson Blu Hotel**

Kazanchis Business District

Kirkos Subcity Kebele

Addis Ababa, 21555

Phone: +251 11 515 7600

Email: [info.addisababa@radissonblu.com](mailto:info.addisababa@radissonblu.com)

Website: [www.radissonblu.com/en/hotel-addisababa](http://www.radissonblu.com/en/hotel-addisababa)

GEF-7 meeting reservation link: [World Bank group ,the GEF 7 Replenishment - Second Meeting](#)

Promotional Code: GEF7

**Hilton Addis Ababa**

Menelik II Avenue

Addis Ababa, 1164

Phone: +251 11 517 0000

Fax: +251 11 551 0064

Email: [reservations.addisababa@hilton.com](mailto:reservations.addisababa@hilton.com)

Website: <http://www3.hilton.com/en/hotels/ethiopia/hilton-addis-ababa-ADDHITW/index.html>

GEF-7 meeting reservation link: <http://eventsathilton.com/show/59ba2d8925ff7a318efd7810>

**Marriott Executive Apartments**

African Avenue, Kebele 19

Woereda 01, Kirkos

Addis Ababa

Phone: +251 11 518 4600

Website: [www.marriott.com/hotels/travel/adder-marriott-executive-apartments-addis-ababa/](http://www.marriott.com/hotels/travel/adder-marriott-executive-apartments-addis-ababa/)

**Capital Hotel and Spa**

22Mazzoria Haile G/Salassie Ave

Addis Ababa

Phone: +251 116 672 100 or +251 116 192 000

Email: [info@capitalhotellandspa.com](mailto:info@capitalhotellandspa.com)

Website: [www.capitalhotellandspa.com/](http://www.capitalhotellandspa.com/)

**Ramada Addis Ababa**

Block No 14, #3 Woreda, Africa Avenue

Bole Road,

Addis Ababa 1000, Ethiopia

Phone: +251 11 639 2029

Email: [info@ramadaaddis.com](mailto:info@ramadaaddis.com)

Website: <http://www.ramadaaddis.com/#gref>

## Other Information

### CLIMATE

Ethiopia has two main seasons. The dry season lasts from October through May, and the rainy season starts in late June and ends in September.

The average temperature in Addis Ababa in the month of October is characterized by daily highs around 71°F, rarely exceeding 76°F or dropping below 66°F.

### ELECTRIC SUPPLY

Electric supply in Ethiopia is 220-240 volts, 50 cycles AC accessible via 13-amp, two-pin (Italian) socket. Outlets in Ethiopia generally accept two types of plugs:



### CURRENCY

Ethiopian currency is denominated in “Birr” and “centimes”.

There is a branch of the Commercial Bank of Ethiopia in the ECA compound – located in the Rotunda. This Bank is open Monday – Friday, from 8:00 a.m. to 12:45 p.m. and from 2:00 p.m. 4:30 p.m. There is also an authorized exchange center (Forex) at the Sheraton Hotel and ATM machines for Visa/ MasterCard users at both the Sheraton and Hilton which will dispense money in Birr.

### MOBILE PHONES

Participants are encouraged to come to Addis Ababa with their dual band mobile handsets (900/1800 MHZ). Ethiopian Telecommunication Company offers SIM Cards with pre-charged airtime. The total package which costs US\$ 50 includes US\$ 12 airtime. It takes approximately 2 days to have the Ethiopian Telecommunication Mobile Phone connected.

### TRANSPORT

Participants are encouraged to arrange airport transfers with your hotel. **Note that taxis do not accept credit cards.**