

**INFORMATION GUIDE**

**THE 10TH AFRICA SYMPOSIUM ON STATISTICAL DEVELOPMENT (ASSD) TO BE HOSTED IN KAMPALA, UGANDA**

 **BY THE REPUBLIC OF UGANDA ON 13- 15 JANUARY 2014**



1. **INTRODUCTION**

The African Symposium on Statistical Development (ASSD) is a forum that evolved as a concern by African statisticians to address unprecedented statistical development efforts on the continent in Yaoundé, Cameroon in 2005. At that time, the focus was on changing the painted unimpressive picture of poor performance of African countries in undertaking population censuses, and finding ways of improving the situation.

Subsequently, the Council of Ministers responsible for Civil Registration and Vital Statistics (CRVS) in Africa in their first conference held in Addis Ababa, Ethiopia (13th - 14th August 2010) resolved that the focus of the ASSD from 2011 to 2015 should be on CRVS. The Symposium has since been held in various African countries on a rotational basis under different themes with the most recent (9th ASSD) in Gaborone, Botswana.

Uganda was selected by the 9thAfrica Symposium on Statistical Development (ASSD) held in Gaborone, Botswana in March this year to host the 10th ASSD. The statistical community and supporters of African development statistics will descend on Kampala to, among other things, celebrate the 10th ASSD. The ASSD has been a very successful home-grown African initiative not least in mobilizing Africa to participate in the 2010 Round of World Population and Housing Census and now in supporting rejuvenation of Civil Registration and Vital Statistics in the continent.

The theme for the 10th ASSD is: ‘‘***A decade of statistical development, revolutionising censuses and civil registration and vital statistics towards Africa Agenda 2063 and sustainable development****”.*

The host institutions in Uganda are the Uganda Bureau of Statistics (UBOS) and the Uganda Registration Services Bureau (URSB).

1. **SYMPOSIUM VENUE AND DATES**

The Symposium will be held at the Speke Resort Hotel Munyonyo which is located approximately 13 kilometres Southeast of Kampala city from 13th -15th January 2015.

Below are some exterior shots of the venue for the 10th ASSD due to take place in Kampala



1. **ORGANISATION AND COORDINATION**

The meeting is jointly organised by the African Union Commission (AUC), the United Nations Economic Commission for Africa (UNECA), the African Development Bank (AfDB), the United Nations Population Fund (UNFPA), the Government of the Republic of Uganda as host represented by the Uganda Bureau of Statistics and Uganda Registration Services Bureau, Statistics South Africa as the Africa Symposia on Statistical Development (ASSD) Secretariat, and other statistical partners. The main contact persons are:

* 1. **ASSD Secretariat**

**Ms Nwabisa Maya**

Statistics South Africa

Pretoria, South Africa

Tel: +2712 310 2126, mobile +2784 631 0168

Email: nwabisam@statssa.gov.za

* 1. **Host National ASSD Coordinator**

**Ms Norah Madaya**

Uganda Bureau of Statistics

Kampala, Uganda

Tell: +256 0711 706 004 / 256 772 42 55 12

Email: norah.madaya@ubos.org

1. **THEME OF THE SYMPOSIUM**

The theme of the symposium is “*A decade of statistical development, revolutionising censuses and civil registration and vital statistics towards Africa Agenda 2063*”.

1. **VENUE AND DATE OF THE SYMPOSIUM**

The Symposium will be held at the Speke Resort Hotel Munyonyo which is located approximately 13 kilometres south east of Kampala City from 13th–15th January 2015. For more information on the venue, visit the website:

<http://www.munyonyocommonwealth.com/>

1. **HOTEL ACCOMMODATION**

Accommodation has been arranged for delegates and a list of hotels to choose from is provided below. Delegates are advised to make use of the said hotels as the related transport logistics plan is linked to only those hotels. Please note that any delegate who chooses own accommodation other than what is listed below will have to make their own transport arrangements to and from the symposium venue. Delegates may also contact the hotels directly to make their own bookings prior to departure from their countries. Please note that delegates are requested to send their hotel confirmation after booking to the host coordinator for transport pick-ups at the airport. **The closing date for sending in accommodation confirmation is 05 January 2015.**

1. **PROTOCOL ARRANGEMENTS ON ARRIVAL AND DEPARTURE**

Entebbe International Airport will be the official port of entry and departure for delegates.

Full Protocol facilities will be in place at the airport to assist delegates on arrival with transport to their hotels or directly to the symposium venue. The same assistance will be provided on departure.

1. **IMMIGRATION**
2. **Passports and Visas**

All delegates including accompanied persons must be in possession of a valid passport. Passports must be valid for at least 30 days beyond the expected date of departure from the Republic of Uganda.

Participants who require a visa for Uganda should visit Uganda’s embassies in their respective countries prior to their departure. The letter of invitation received from the ASSD Coordinator should be attached to the application forms for visas obtainable from Uganda’s embassies.

However, visitors to Uganda are able to obtain visas on arrival at the airport. Each delegate and accompanying persons are required to present proof of yellow fever vaccination at the point of entry.

All delegates who experience problems or do not have a Uganda embassy in their country should contact the **Symposium Coordinator** for assistance.

1. **TRANSPORT / SPOUSES PROGRAMME / EXCURSION**
* All delegates will be provided with suitable transport from the airport on the day of arrival and also from the hotel on the day of departure.
* Shuttle service for all other delegates not accommodated at the Speke Resort Hotel Munyonyo will be operational for the duration of the Symposium from 13th -15th January 2015. The shuttle service will **ONLY** be available for transportation to & from the airport and between the Symposium venue and hotels indicated.
* There are will be an excursion for the delegates to the Source of the Nile and other selected tourist areas. Transport will be availed to all delegates. Upon arrival interested delegates should register with the helpdesk which will be situated at the venue.
1. **ACCREDITATION OF DELEGATES**

Registration will be done at the conference venue upon arrival and on the morning of 13th January 2015. **Passports** may be required as a form of identification at the dedicated registration/accreditation desk.

1. **LANGUAGE**

The main languages of the symposium shall be English and French with interpretation services. Arabic and Portuguese services will also be sourced.

1. **SECURITY**

The Uganda Government takes responsibility for the overall security for the duration of the Symposium.

1. Special security arrangements will be in place at the Symposium venue and access will be strictly limited to those persons who are duly accredited.

(b) A delegate accompanied by a spouse/child/caretaker etc. must seek accreditation for such persons and must meet the security requirements contained in the application form as per attached.

(c) Security measures are in place at the symposium venue and the hotels mentioned above.

1. **MEDICAL AND HEALTH SERVICES**

**(a) Medical Treatment**

Delegates are encouraged to obtain medical travel insurance from a reputable organization and will ensure a trouble free trip should medical treatment be required.

All delegates are advised to get immunised against cholera and yellow fever before their travel and should prepare to present the yellow fever cards at the immigration desk on arrival.

Medical Officers will also be available at a facility to be established throughout the symposium at the venue.

Although any such treatment and/or transportation will be provided at no charge, any treatment requiring a script, in-hospital examinations or hospitalization **will be for the cost of the delegate**.

Following the outbreak of Ebola in Africa all visitors to Uganda are required to undergo a mandatory screening (not testing) for signs of the virus on arrival at all ports of entry including Entebbe International Airport. It is a routine exercise and all visitors to the country are advised to cooperate with the health workers.

1. **Precaution against malaria**

Uganda, like most countries in tropical Africa, is faced by incidences of Malaria. All visitors are advised to guard against mosquito bites between dusk and dawn as a first precautionary measure against the disease. Measures to prevent mosquito bites include sleeping under treated mosquito nets, and using protective clothing and insect repellents. Depending on the malaria risk in the area to be visited, all travellers, especially from malaria free zones, are advised to take antimalarial drugs prior to their travel, immediately on arrival, and upon return to their home countries. All delegates to the 10th ASSD Symposium are advised to sleep in the recommended hotels in the attached list which are usually fumigated to minimise on the risk of catching the infection.

**14 GENERAL INFORMATION ABOUT UGANDA**

**Location**

Uganda lies astride the Equator in East Africa between longitudes 29 1/20 East and between latitudes 4’’20 and ½ 0 south at an average altitude of 1,100 meters above sea level. The total surface area is 236,040 square kilometre. The country is bordered by South Sudan in the north, Kenya in the east, and Democratic Republic of Congo in the west, Tanzania in the south and Rwanda south west.

The country has two seasons the dry and rainy season. Uganda is always a little dry throughout the year apart from the rainy seasons between April –May and October and November. However, delegates are advised to carry both light cloth and some cardigan for mild cold weather.

* Capital City - Kampala.
* Airport - Entebbe International airport located about 20 miles from the capital city.
* Population - 34.9 million
* Currency : Uganda Shilling
* Time GMT/UTC plus three hours
* Dialling code: +256: main telecom companies include; MTN, Warid, Orange and Mango.
* Drives on the left.
* Internet TLD: ug
* ISO 3166 Code: ug
* Official language : English
* President: H.E Yoweri Kaguta Museveni.

**PLACES OF WORSHIP**

There are three dominant religions namely Anglican, Catholic and Islam. The major places of worship within Kampala are: Namirembe Cathedral and All Saints Cathedral for the Anglican; Rubaga Cathedral and Christ the King Church for the Catholics; and Muammar Ghadafi and Kibuli Mosques for the Moslems. All over the city and close to the venue are other and ideal places of worship in respect of the above and other religions.

**BANKING SERVICES**

The major banks include; Standard Chartered Bank, Stanbic Bank, Barclays Bank, KCB Bank, Crane Bank and the Centenary bank. The official working hours for banks is from 8:30am – 5:00pm. However, you can access banking services 24 hours using the ATM Visa card.

A host of Bureau de Change can be accessed all over the city between 8.30 am to 9.00 pm for foreign exchange transactions. Arrangements will be made at the venue to enable delegates’ access these services at convenient times.

**SHOPPING HOURS**

There are many shopping malls are located in the city centre as well as in some suburbs. There are also gazetted areas for crafts and souvenirs. The official shopping hours are 9:00am to 6:00pm. However, many facilities remain open till late.

| **No** | **Name of Hotel** | **Hotel Category**  | **Room Rates** | **Hotel Room Capacity** | **Hotel Contact Person**  | **Hotel website** |
| --- | --- | --- | --- | --- | --- | --- |
| **1** | **Speke Resort Hotel Munyonyo*****Conference Venue*** | **Conference Hotel**  | **Executive Suites** **US $325.60** or Uganda Shillings **877,500/=** taxes inclusive per night with Bed and Breakfast plus wireless internet | **Executive Suites – 45 rooms** | **Mr Prabhat Mishra****Group General Manager, Marketing****Tel: +256752711701****+256772777790****Email:prabhat@spekehotel.com** | **http://www.spekeresort.com/** |
| **Executive Rooms** **US $215** or Uganda Shillings 580,500/= taxes inclusive per night with Bed and Breakfast plus wireless internet | **Executive Rooms – 50 rooms** |
| **One Bed room Suite** **US $150** or Uganda Shillings 405,000/= taxes inclusive per night with Bed and Breakfast plus wireless internet | **One Bedroom Suites – 7 rooms** |
| **Studio Rooms** **US $150.80** or Uganda Shillings 405,000/= taxes inclusive per night with Bed and Breakfast plus wireless internet | **Double Deluxe rooms –** **20 rooms** |
| **Single Deluxe room Suite** **US $107** or Uganda Shillings 288,900/= taxes inclusive per night with Bed and Breakfast plus wireless internet | **Single Deluxe Rooms – over 200 rooms** |
| **2** | **La Petit Village Hotel** | **High Budget Hotel** |

|  |  |  |
| --- | --- | --- |
| **Suite Type** | **Single** | **Double** |
| [*Suite*](http://www.lepetitvillage.net/suites.php) | $165 | $185 |
| [*Junior Suite*](http://www.lepetitvillage.net/suites.php) | $175 | $195 |
| [*Executive Suite*](http://www.lepetitvillage.net/suites.php) | $195 | $215 |
| Rates are bed & breakfast and exclude taxes. |
|  |

 |  | **La Petit Village Hotel****Plot 1273, Ggaba Road****PO Box 12721, Kampala, Uganda****Tel: + 256 312 265 530/1/2/3/4****Fax: +256 414 510 465****Email:** info@lepetitvillage.net | **http://www.lepetitvillage.net/** |
| **3** | **Cassia Lodge** | **High Budget Range Hotel** | Single occupancy Rooms – USD $ 130 Double occupancy- USD $ 150 taxes inclusive per night with Bed and Breakfast plus wireless internet  | **20 rooms** | **Cassia Lodge****Tel: +256 755 777 002 / 4** **E-mail:info@cassialodge.com** | **http://www.cassialodge.com/home.html** |
| **4** | **Rwizi Arch Hotel** | **Mid Range** | **Hotel Rates**US $95.00 or Uganda Shillings 180,000/= for Double rooms  US $100.00 or Uganda Shillings 200,000/= for Twin rooms  taxes inclusive per night with Bed and Breakfast plus wireless internet | **18 Double Rooms****6 Twin Rooms** | **Ms Betty Sekandi****Managing Director, Rwizi Arch Hotel,** **Kansanga****Tel:+256782915164****+256 772684839****Email:** **hotel.rwiziarch@gmail.com****info@rwizihotels.com** | **www.rwizihotels.com** |
| **5** | **Sir Jose Hotel** | **Mid-Range Hotel** | **Hotel Flat Rate:** Deluxe Rooms, double rooms, single rooms at **US $40.00** or Uganda Shillings 100,000/= taxes inclusive per night with Bed and Breakfast plus wireless internet | **Total of 27 hotel rooms** | **Mr Settuba Joseph****Managing Director****Sir Jose Hotel, Munyonyo****Tel: +256 772500322****Email:** **maletonny@yahoo.com****Ms Joan Nalubega****Tel:+256712393489** | **www.sirjosehotel.com** |
| **6** | **Green Valley Hotel** | **Mid Range Budget Hotel** | **Hotel Flat Rate Discount**of US $40.00 or Uganda Shillings 75,000/= for all roomsExecutive RoomsDouble rooms  Single rooms     Twin   rooms taxes inclusive per night with Bed and Breakfast plus wireless internet | **Total of 57 hotel rooms** | **Mr. Charles TenywaManager****Green Valley Hotel, GgabaTel: +256782419586/****+256 701260241****Email:** **reservations@greenvalleyhotel.net****,****greenvalleyhotel@live.com****tenywacharls@gmail.com** | **www.greenvalleyhotel.net** |
| **7** | **Victoria Travel Hotel** | **Mid Range Budget Hotel** | **Hotel Rates** **Deluxe Rooms –** Uganda Shillings 120,000/= DOUBLE rooms- Uganda Shillings 80,000/= Single Rooms Uganda Shillings 65,000/=taxes inclusive per night with Bed and Breakfast plus wireless internet | **Total of 31 rooms** | **Mr Gabriel O. Ochiel****General Manager** **Victoria Travel Hotel, Ggaba Road****Tel: +256 781239917, +256 722104781, +256 414501084, +526701573606****Email:** **victoriatravelhotel@yahoo.co.uk** | **www.victoriatravelhotels.com** |
| **8** | **New Era Hotel** | **Low Budget Hotel** | **Hotel Flat Rate Discount****Hotel Flat Rate Discount**of US $38.00 or Uganda Shillings 95,000/= for double roomstaxes inclusive per night with Bed and Breakfast plus wireless internet | **Total of 12 Double rooms** | **Ms Saidat.K****Manager, New Era Hotel****Munyonyo****Tel: +256 414664795, +256 782534839****Email:kasozisaidatdevott@gmail.com,****info@newerahotel.co.ug** |  |

**Delegates are requested to indicate their choice of accommodation to Host and Secretariat contacts at least two weeks before the symposium.**

Participants need to book for accommodation directly with their chosen hotel by using the “Hotel Reservation Form”. Participants are requested to settle their bills directly with the hotels for the room and any other service charges. Participants are also invited to peruse the hotel websites to familiarise themselves of their Terms and Conditions as well as Cancellation Policies.

1. **AIRPORT ARRIVALS AND TRANSPORT ARRANGEMENTS**

**Delegates are advised to look out for the ASSD sign at the airport upon arrival. A host desk will be available to receive delegates, link them to the arranged mode of transport as well as provide useful information.**

Transport will be made available at the airport to ferry delegates to hotels. ***It is also necessary for all delegates and/or contact persons at partners’ offices to forward travel itineraries to the ASSD Secretariat and Host Coordinator not later than 5th January 2015 to allow for proper logistical arrangements and smooth transfers.*** There will also be transport arranged on a daily basis between selected hotels and the venue.

1. **REGISTRATION AND ACCREDITATION**

Registration will take place on **13 January 2015** (7:30–09:00) at the venue. Prior to that, delegates are advised to register as and when they arrive before checking in at hotels. A full list of confirmed participants will be made available to the registration desk and participants will have to carry their passports to be allowed entry into the meeting rooms. Upon registration, delegates will receive name tags and conference bags as well as any pertinent information about the meeting.

Delegates are kindly requested to carry their invitation letters and personal identification for on-site accreditation. For identification and security reasons, name tags should be worn by all participants at all times during the conference and at official social functions.

Should you lose your name tag, proceed immediately to the registration desk and request to be re-issued with a new one. It is essential that delegates bring along some form of identification (identity document, passport or driver’s license). Delegates will not be allowed to access the venue without the official accreditation.

1. **LANGUAGE**

The official languages of the symposium shall be English and French. Translation services will be available for Arabic and Portuguese speaking delegates.

1. **THE 10TH ASSD SCIENTIFIC PROGRAMME**

A copy of the draft work programme for the 10th ASSD will be made available on the 10th ASSD website (<http://beta2.statssa.gov.za/?page_id=3672>), communicated to delegates via email as soon as it is finalised and also provided as hard copies at the venue. All delegates who will be presenting papers at the ASSD will be required to submit copies of their papers to the ASSD Secretariat prior to the symposium (The ASSD Secretariat will notify presenters of the cut-off date).

1. **VISA APPLICATIONS**

It may be necessary for the nominees to arrange appropriate entry visas into Uganda before their departure for the meeting. Delegates are encouraged to ascertain in advance whether or not they will need a visa to enter Uganda, as well as applicable exemptions.

1. **VISA APPLICATION PROCESS TO ENTER UGANDA**

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1. **SECURITY**

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**(b) Precaution against malaria**

Uganda, like most countries in tropical Africa, is prone to incidences of malaria. All visitors are advised to guard against mosquito bites between dusk and dawn as a first precautionary measure against the disease. Measures to prevent mosquito bites include sleeping under treated mosquito nets, and using protective clothing and insect repellents. Depending on the malaria risk in the area to be visited, all travellers, especially those coming from malaria free-zones, are advised to take antimalarial drugs prior to their travel, immediately on arrival, and upon return to their home countries. All delegates to the 10th ASSD Symposium are advised to sleep in the recommended hotels in the attached list which are usually fumigated to minimise the risk of catching the infection.

In summary: Delegates and visitors need to get immunised against malaria, yellow fever, cholera and submit to testing for Ebola.

**13. INTERNET CAFÉ**

An Internet Café will be available for use by delegates. A technician will be on standby to assist delegates with any relevant and required queries. The venue will be providing Wi-Fi facilities to ASSD delegates for free.

**14. DAILY SYMPOSIUM NEWSPAPER**

In keeping with the tradition of the ASSD, a daily newsletter will be produced during selected days to given details of the highlights of the conference, news and other information.

1. **GENERAL INFORMATION ABOUT UGANDA**

**Location**

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* Airport - Entebbe International Airport located about 20 miles from the capital city.
* Population - 34,9 million
* Currency: Uganda Shilling
* Time: GMT/UTC plus three hours
* Dialing code: +256. The main telecom companies include; MTN, Warid, Orange and Mango.
* Drives on the left.
* Internet TLD: ug
* ISO 3166 Code: ug
* Official language: English
* President: H.E Yoweri Kaguta Museveni.

Visits to tourist areas can be arranged on arrival or you can contact the Uganda Tourism Board.

**PLACES OF WORSHIP**

There are three dominant religions namely: Anglican, Catholic and Islam. The major places of worship within Kampala are: Namirembe Cathedral and All Saints Cathedral for the Anglican; Rubaga Cathedral and Christ the King Church for the Catholics; and Muammar Ghadafi and Kibuli Mosques for the Moslems. All over the city and close to the venue are other and ideal places of worship in respect of the above and other religions.

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