



**The Regional CountrySTAT Advanced Administrator Training**

**MTF/GLO/345/BMG "Strengthening the CountrySTAT System established in  
17 Sub-Saharan African Countries"**

**GTFS/RAF/465/ITA "Strengthening capacity of selected member countries of  
East African Community in agricultural statistics for food security"**

**Lusaka, Zambia - 12 to 16 November 2012**

**INFORMATION NOTE**



منظمة الأغذية  
والزراعة  
للأمم المتحدة

联合国  
粮食及  
农业组织

Food  
and  
Agriculture  
Organization  
of  
the  
United  
Nations

Organisation  
des  
Nations  
Unies  
pour  
l'alimentation  
et  
l'agriculture

Organización  
de las  
Naciones  
Unidas  
para la  
Agricultura  
y la  
Alimentación

## The Regional CountrySTAT Advanced Administrator Training Lusaka, Zambia - 12 to 16 November 2012

### INFORMATION NOTE

#### **1. Introduction**

The objective of this Information Note is to provide participants at the Regional CountrySTAT Advanced Administrator Training with all the necessary information so as to guide them for their travel and during their stay in Lusaka, Zambia.

#### **2. Venue and date**

The Regional CountrySTAT Advanced Administrator Training will be held at the New Government Complex Meeting Room, Lusaka, from the 12 to 16 November 2012.

#### **3. Registration**

Registration of participants will take place at the Front Desk of the meeting room at the New Government Complex on Monday, 12 November 2012, between 8h30 and 9h00. The opening ceremony begins at 09h00.

#### **4. Technical documents for the meetings**

The technical documents related to this CountrySTAT Advanced Administrator Training will be available from 31 October 2012 onwards at the following Website:  
<http://www.fao.org/economic/ess/ess-capacity/countrystathome/en/>.

#### **5. Organization of the meetings**

The Government of Zambia, through the Ministry of Agriculture and Livestock (MAL) of Zambia, is committed to provide the required equipment for the holding of this meeting and ensure transport for participants through a shuttle system between the hotel and the conference facility. In the Annex there is a list of hotels where participants can make bookings. Please liaise with the hotel of your choice for airport transfers. For those participants funded by FAO accommodation will be provided at the Cosmic Executive Lodge, and airport transfers can be arranged with the hotel.

#### **6. Entry requirements**

**Entry visa** - It is necessary to have a passport and a valid entry visa before travelling to Zambia. Any participants who requires a visa is kindly requested to send a scanned copy of the first two pages of their passport and the personal invitation letter to Ms Dorothy Jere at FAO Zambia ([Dorothy.Jere@fao.org](mailto:Dorothy.Jere@fao.org)). She will liaise with the appropriate Ministry.

Participants can also contact the Zambian Diplomatic Mission as soon as possible to obtain a visa. Countries where the Zambian Diplomatic Mission does not exist can apply for the visa in any of the following neighbouring countries where the Missions exist, with details on the countries they cover.

List of Countries where Zambian Embassy/ Agent is available around the World (source: <http://www.zambiatourism.com/travel/listings/zambianmissionsabroad.htm>)

No	City (Embassies)	Country
1	Luanda	Angola
2	Brussels	Belgium
3	Gaborone	Botswana
4	Logo Sul-Brasillia-DF	Brazil
5	Ottawa	Canada
6	Beijing	China
7	Kinshasa	Dem. Rep. of Congo
8	Lubumbashi	Dem. Rep. of Congo
9	Cairo	Egypt
10	Addis Ababa	Ethiopia
11	Paris	France
12	Düsseldorf	Germany
13	Accra	Ghana
14	New Delhi	India
15	Rome	Italy
16	Tokyo	Japan
17	Nairobi	Kenya
18	Tripoli	Libya
19	Lilongwe	Malawi
20	Maputo	Mozambique
21	Windhoek	Namibia
22	Abuja	Nigeria
23	Moscow	Russia
24	Pretoria	South Africa
25	Solna	Sweden
26	Geneva	Switzerland
27	Dar-es-Salaam	Tanzania
28	London	United Kingdom
29	New York	USA Permanent Mission
30	Washington	USA Washington
31	Harare	Zimbabwe

**Vaccinations** - Following vaccinations are recommended before travelling to Zambia:

**Hepatitis A:** recommended for all travellers;

**Typhoid:** recommended for all travellers;

**Polio:** one-time booster recommended for any adult traveller who completed the childhood series but never had polio vaccine as an adult;

**Hepatitis B:** recommended for all travellers;

**Aviation Structure Fee /Aviation Infrastructure and Development Charge:** ZMK 52, 800.00 for international travel, which is equivalent to about USD 10.00 to be paid at the airport in Zambia upon every departure.

**Airport tax** - Airport Tax is levied on all passengers that departure from Zambian airports:

1. International flights: Nationals of Zambia and alien residents and other passengers: USD 25.00 or equivalent in Zambian Kwacha (ZMK) 126,862.50 (as of 8 October 2012);
2. Domestic flights: for all passengers: USD 8.00 or ZMK 40,596.00 (as of 8 October 2012);

Place of payment: Airport of departure.

## **7. Welcoming delegates**

Upon request, and by communication of their flight itinerary (Flight number, Arrival time), delegates will be welcomed at the Kenneth Kaunda International Airport in Lusaka by representatives from the hotel they have booked. Transport will be provided from the Airport to their hotel through the respective hotel shuttle services. Please look for a hotel staff with their respective signs.

Unfortunately, participants who did not communicate their arrival details to the organizers cannot be welcomed at the Airport and would have to find their own way to their Hotel.

## **8. Local currency and foreign exchange**

Money can be changed at the Airport, in banks, as well as in Hotels where there are Forex bureaux. The local currency is the Zambian Kwacha.

The exchange rate in October 2012, for information only:

- 1 USD = 5,074.50 ZMK;
- 1 EUR = 6,581.50 ZMK;

## **9. Hotel reservations**

Arrangements will be made for participants funded by FAO for the Cosmic Executive Lodge. Other participants may choose from the list of hotels that are proposed in Annex I, and must also organize their airport transfers .

## **10. Badges**

Special badges will be designed for this Training and will be given to each participant. They will serve as identification for access to the venue of the meeting. Delegates are therefore required to wear them to facilitate the work of the Organizers.

## **11. Introduction of the host country**

**Capital City:** Lusaka

**Area:** Zambia is a landlocked country located in Southern Africa, to the east of Angola. It has a total area of 752 618 square kilometres (slightly larger than Texas), of which 9 220 km<sup>2</sup> are water.

**Population:** Zambia's population comprises more than 70 Bantu-speaking ethnic groups. Some ethnic groups are small, and only two have enough people to constitute at least 10% of the population. The majority of Zambians are subsistence farmers, but the country is also fairly urbanised, with 42% of the population being city residents. The predominant religion is a blend of traditional beliefs and Christianity.

**Language(s):** Zambia has several major indigenous languages, all of them members of the Bantu family, together with English, which is the national language and the major language of business and education.

**Religion(s):** Zambia is officially a Christian nation according to the 1996 constitution, but a wide variety of religious traditions exist. Approximately 87% of the population are Christians. Other religious bodies include The Church of Jesus Christ of Latter-day Saints and Jehovah's Witnesses. Approximately 1% of the population are Muslims with most living in urban areas. There is also a small Jewish community, composed mostly of Ashkenazis.

**Politics:** Zambian politics take place in a framework of a presidential representative democratic republic, whereby the President of Zambia is both head of state and head of government in a pluriform multi-party system. The current president is H.E. Michael Chilufya Sata.

**Membership in International Organizations:** Zambia belongs to a number of international organizations, including the United Nations, International Monetary Fund, World Bank, and World Trade Organization. Regionally, Zambia is a member of the Southern Africa Development Community (SADC) as well as COMESA.

**Geography:** Zambia is a landlocked country in southern Africa, with a tropical climate and consists mostly of high plateau, with some hills and mountains, dissected by river valleys. At 752,614 km<sup>2</sup> (290,586 sq mi) it is the 39th-largest country in the world (after Chile) and slightly larger than the US state of Texas. The country lies mostly between latitudes 8° and 18°S, and longitudes 22° and 34°E.

## **12. Useful contacts**

All correspondence should be sent to the following address:

**Zambia Regional CountrySTAT Advanced Administrator Training Secretariat**  
**Paul N'GOMA-KIMBATSA**  
**Lead Technical Officer CountrySTAT**  
**Viale Delle Terme Di Caracalla, 00153, Roma, Italia**  
**Tel.: (0039) 06 57055845**  
**Fax.: (0039) 06 57055615**  
**Email: [Paul.NGomaKimbatsa@fao.org](mailto:Paul.NGomaKimbatsa@fao.org)**

With copy to :

**Julia STONE**  
**Zambia Regional CountrySTAT Advanced Administrator Training Secretariat**  
**Viale Delle Terme Di Caracalla, 00153, Roma, Italia**  
**Tel.: (0039) 06 57056053**  
**Fax.: (0039) 06 57055615**  
**Email: [Julia.Stone@fao.org](mailto:Julia.Stone@fao.org)**

And:

**Mr Michael ISIMWAA**  
**National CountrySTAT Focal Point**  
**Chief Agricultural Statistics and Data Analyst**  
**Ministry of Agriculture and Livestock**  
**Mulungushi House, Independence Avenue**  
**P.O. Box 50197, 15100 Ridgeway, Lusaka, Republic of Zambia**  
**Tel.: (260) 211 250 477; Cell: (260) 955 623 847; (260) 969 291 902; (260) 976 270 589;**  
**Fax.: (260) 211 253 520**  
**Email: [mnisimwaa@yahoo.com](mailto:mnisimwaa@yahoo.com); [mnisimwaa@agriculture.gov.zm](mailto:mnisimwaa@agriculture.gov.zm)**

and:

**FAO Representative in Zambia**  
**E-mail: [fao-zm@fao.org](mailto:fao-zm@fao.org)**

**Information on the Hotels**

<b>Name of the Hotel</b>	<b>Room/ breakfast</b>	<b>Telephone</b>	<b>Fax</b>	<b>E-mail</b>	<b>Website</b>
Stay Easy	USD 113.23	(260) 211 372000/50	(260) 211 372020	<a href="mailto:res@stayeasylusaka.co.zm">res@stayeasylusaka.co.zm</a>	<a href="http://www.tsogosunhotels.com/stayeasy/lusaka">http://www.tsogosunhotels.com/stayeasy/lusaka</a>
Radisson	USD 211.70	(260) 211 1368900	(260) 211 368949	<a href="mailto:reservation.lusaka@radissonblu.com">reservation.lusaka@radissonblu.com</a> ; <a href="mailto:info.lusaka@radissonblu.com">info.lusaka@radissonblu.com</a> ; <a href="mailto:Phil.Daka@RadissonBLU.com">Phil.Daka@RadissonBLU.com</a>	<a href="http://www.radissonblu.com/hotel-lusaka">www.radissonblu.com/hotel-lusaka</a>
Taj Pamodzi	USD 154.59	(260) 211 254455	(260) 211 250995	<a href="mailto:pamodzi.lusaka@tajhotels.com">pamodzi.lusaka@tajhotels.com</a>	<a href="http://www.tajhotels.com">www.tajhotels.com</a>
Southern Sun	USD 147.70	(260) 211 251 666	(260) 211 251 501	<a href="mailto:res@southernsun.co.zm">res@southernsun.co.zm</a>	<a href="http://www.tsogosunhotels.com">www.tsogosunhotels.com</a>
Protea Arcades	USD 200.00	(260) 211 254 664	(260) 211 254 606	<a href="mailto:reservations@phlusaka.co.zm">reservations@phlusaka.co.zm</a>	<a href="http://www.proteahotels.com/protea-hotel-lusaka">www.proteahotels.com/protea-hotel-lusaka</a>