


March 2011

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	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	Продовольственная и сельскохозяйственная организация Объединенных Наций	Organización de las Naciones Unidas para la Agricultura y la Alimentación
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COMMITTEE ON COMMODITY PROBLEMS

INTERGOVERNMENTAL GROUP ON BANANAS AND TROPICAL FRUITS

Fifth Session

Yaoundé, Cameroon, 3 – 5 May 2011

Information Note on Arrangements

1. LOCATION OF SESSION

By kind invitation of the Government of the Republic of Cameroon, the Fifth session of the Intergovernmental Group on Bananas and Tropical Fruits will be held in Yaoundé, Cameroon, from 3–5 May 2011. The venue will be: Hilton Hotel, Yaoundé.

2. ENQUIRIES ON THE MEETING

(a) All enquiries concerning the Session, except those regarding local arrangements, may be addressed to:

Mr Kaison Chang
Secretary
Intergovernmental Group on Bananas and Tropical Fruits
Trade and Markets Division
Food and Agriculture Organization of the United Nations
Viale delle Terme di Caracalla
00100 Rome, Italy
Telephone: +39 06 570-4346
Facsimile: +39 06 570-54495 or 570-53152
Email: Kaison.Chang@fao.org

(b) Information on local arrangements should be addressed to the Liaison Officers for the Session:

Mrs Atanga Nkodo Jeanine
Sous Directeur de la Coopération:
Telephone: +237 22 22 16 13/237 77 78 40 03
Email: jeanine_nkodo@yahoo.fr

3. ENTRY FORMALITIES

Visas should be obtained from the Cameroon Embassy/Consulate nearest to the applicants' residence. When applying for their visas, delegates should ensure that their passports are valid for at least six months.

4. CUSTOMS

Delegates are kindly urged to check customs regulations for Cameroon before entering the country.

Duty free consumables include up to 50 cigars, 400 cigarettes or 5 packs of tobacco and 1 litre liquor and 5 bottles of perfume. Sporting guns require a licence. Cats and dogs must be accompanied by a rabies vaccination certificate delivered by a veterinary authority at least 48 hours prior to departure. Passagers arriving with cats and dogs may be subject to a tax of 5 000 FCFA/animal, other animals are prohibited. Delegates are strongly recommended to refer to customs for updated information.

5. HOTEL ACCOMMODATION

Delegates should make their hotel reservations directly through the Liaison Officers listed above (please see Appendix 2 for a list of hotels).

6. TRANSPORT

Delegates travelling on international flights will arrive at the Nsimalen International Airport, located 17 kms from Yaoundé or Douala International Airport located in Douala at 250 kms from Yaoundé.

Delegates will be received at the airport terminals by a welcome staff and will also be transported to the hotels listed in Appendix 2, provided that the Secretariat receives advance information of their arrival details.

Delegates landing in Douala and arriving on evening flights should be prepared to spend a night at SAWA Hotel before being transported to Yaoundé the following day by a shuttle. The trip by road is recommended so that delegates may discover a bit of the countryside.

In the most unlikely situation whereby a delegate is not received on arrival, city taxis are available at a moderate cost of 2 500 – 3 500 CFAF or approximately USD 10 from Nsimalen Airport to the Hilton Hotel. The same applies to Douala International Airport to SAWA Hotel. Please ask for help from a police officer. Alternatively, hotels operate shuttles.

7. CLIMATE

Yaoundé enjoys a tropical climate. The average temperatures for Yaoundé are: Max 32°C, Min 24°C. Evenings could be fresh. During the period of the meeting, there is light rainfall.

8. HEALTH

Recommended vaccinations for all travellers

The following vaccinations are recommended for Cameroon: Yellow fever (compulsory).

9. CURRENCY AND BANKS: Local currency is the CFA franc and accepted at regular stores and restaurants. The exchange rates changes on a daily basis, and delegates are advised to contact local banks for latest exchange rates. Currency can be exchanged at the commercial banks or money exchange counters at the international airport and at the major hotels.

10. CREDIT CARDS: Major hotels and travel agencies accept international credit cards such as: Master, Visa, American Express, etc. However, delegates should consult there own banks before departing in order to ensure that their credit cards will be accepted. Delegates are recommended to take some cash along. The following currencies are easily exchangeable at commercial banks: USD, Euro, Swiss francs (CHF), Great Britain pound.

11. SOCIAL EVENTS:

The local organising committee is planning to hold a social and cultural event, the details of which will be provided at a later stage.

12. MEETING REGISTRATION

Registration for the session will begin on Monday, 2 May 2011, from 17:00 to 19:00 and on Tuesday, 3 May 2011, from 7:30 to 9:00 at the meeting venue.

APPENDIX 1**PROVISIONAL TIMETABLE****Monday, 2 May 2011**

17:00 – 19:00 – Registration: Hilton Hotel Yaoundé

Tuesday, 3 May 2011

07:30 – 09:00 – Registration: Hilton Hotel Yaoundé

09:00 – 09:30 – Opening Ceremony

09:30 – 12:30 – Morning Session (Items I and II)

14:00 – 17:30 – Afternoon Session (Item III)

Wednesday, 4 May 2011

09:00 – 12:30 – Morning Session (Item IV)

14:00 – 17:30 – Afternoon Session (Items V and VI)

Thursday, 5 May 2011

09:00 – 12:30 – No session

14:00 – 17:30 – Adoption of report

APPENDIX 2**LIST OF HOTELS**

Hotel name and address	Hilton Hotel	Hotel Ndjeuga Palace	Mansel Hotel	SAWA Hotel
Telephone	+237 22 22 36 46	+237 22 22 46 46	+237 220 24 62	+237 33 50 14 00
Facsimile	+237 22 22 32 10	+237 22 22 47 00	+237 220 63 73	+237 33 42 38 71
Website/email	Yaohitwsal@hilton.com	www.djeuga.com	n/a	http://www.hotelsawa.biz
Single room cost	150 – 175 USD	100 – 150 USD	n/a	80 – 100 USD

Bookings will be confirmed on the basis of first come, first served.