

# SIERRA LEONE ANNUAL SHOWCASE

LOGISTICS NOTE

7–10 October 2018

Freetown, Sierra Leone



## Sixteen Plus Forum

### Contents

The following includes logistical information for the 16+ Forum Sierra Leone Annual Showcase, including the Civil Society Capacity-Building Workshop and Main Conference. Additional details mention background information on Freetown, things to do and how to get around.

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## I. Capacity-Building Workshop

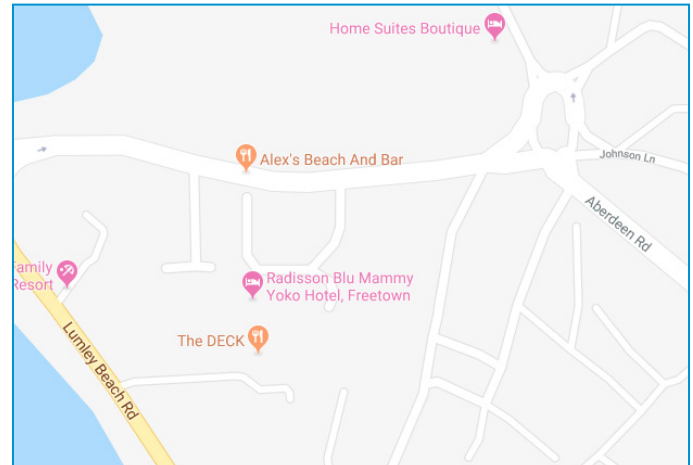
**Sunday, 7 October 2018**

**1:15 PM – 6:30 PM**

**Venue:** Radisson Blu Mammy Yoko Hotel

**12:30 PM** Registration

A detailed agenda for the workshop will be sent in advance, and coffee and tea will be available at the workshop.



## II. Main Conference

### i. Field Visits

**Monday, 8 October 2018**

**8:00 AM** Registration continued from night before

**Venues:**

- The Legal Aid Board, Waterloo
- Fambul Tok for Civil Society presentations
- Ministry of Foreign Affairs for Government site visit and presentations

More details to be found in the agenda.

### ii. Official Welcome Reception

**Monday, 8 October 2018**

**6:30 PM – 8:30 PM**

Location: Radisson Blu Mammy Yoko Hotel

### iii. Main Conference Location

**Tuesday 9 – Wednesday 10, October 2018**

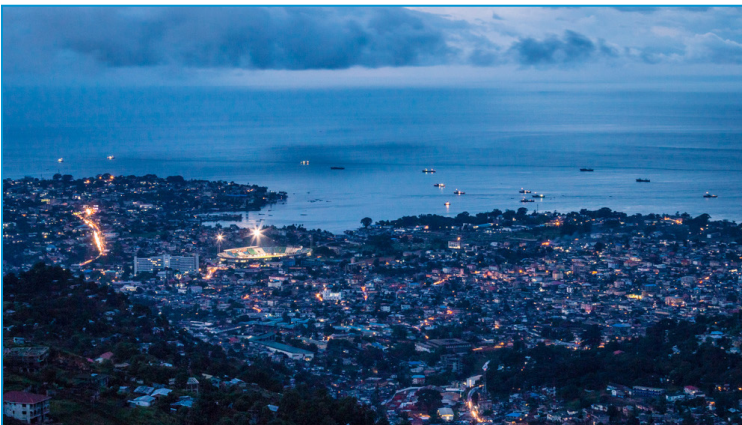
**Conference Venue:** Radisson Blu Mammy Yoko Hotel

**8:00 AM** Final Registration

Lunch will be provided at the conference location on Tuesday and Wednesday.

### iv. Conference Documentation

The Concept Note, Full Agenda, Participant List and Panelist Biographies will be available in the welcome packets provided once in Freetown.





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## III. Accommodation

### Radisson Blu Mammy Yoko Hotel

17 Lumley Beach Road  
Aberdeen, Freetown  
Phone: +232 79-454-000

Contact: [reservations.freetown@radissonblu.com](mailto:reservations.freetown@radissonblu.com)

Check-in: 3:00 PM  
Check-out: 12:00 PM

Free WiFi is available at the hotel.  
Breakfast is served from 7:00 AM – 8:30 AM.

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## IV. Transportation

### Getting from the Airport to the Hotel

The Radisson is located about 35 km southwest of Lungi International Airport (FNA). The airport and Freetown are separated by the Sierra Leone River and will require participants to travel via water taxis. Seacoach Express tickets cost 32 USD with a journey time of around 25 – 30 minutes. Travel time from Lungi Airport to the Radisson Hotel is an estimated one and a half hours.

Upon arrival to Lungi Airport, participants will need to take a shuttle to the water taxi station. Once in Freetown, participants must take a shuttle to the Radisson hotel. The 16+ Forum can help arrange transport for participants if needed.

Seacoach Express  
+232 76-55-11-55  
[Micah Attah Tanimu mike.seacoach@gmail.com](mailto:Micah Attah Tanimu mike.seacoach@gmail.com)

### Getting to Field Visit

Buses will be waiting in front of the Radisson Hotel to take participants to the field visit location and back to the Radisson. Bus departure times can be found in the Agenda.

### Getting around in Freetown

Public transportation is available, but taxis are recommended. For information or contact information for taxis, please consult the Radisson concierge desk.

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## V. Passports, Visas and Vaccinations

### Passports

All visitors to Sierra Leone are required to carry a valid passport with a validity period of six months minimum.

### Visas

All persons entering Sierra Leone must have a valid passport or travel document with a validity period of six months or more. Citizens of ECOWAS do not require a visa to enter the country. Unless you have specified you need a visa upon arrival, participants are required to obtain their own visas in advance. The cost of visas



varies by nationality and fees for diplomatic visas will be waived. It is advisable to travel with all Government issued letters of support for the 16+ Forum Annual Showcase and proof of accomodation from the Radisson Blu Hotel.

### Vaccinations

A vaccination certificate for yellow fever is required for entry into Sierra Leone. It is advisable to take anti-malaria tablets and consult your doctor before traveling.

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## VI. Currency Conversion

The national currency is the Leone (SLL). Foreign currency can be exchanged at commercial banks and Foreign Exchange Bureaus.

For ease of exchange, it is advisable to bring cash. A bank with currency exchange is located inside the Radisson Hotel.

Credit cards (American Express, MasterCard and Visa) can be used to settle bills in hotels and restaurants.

1 USD = 8,390 SLL

1 EUR = 9,777 SLL

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## VII. Suggested Activities

**River Number Two Beach** is just 30 km south of Freetown. Deck chairs let visitors soak up the stunning backdrop of rolling green mountains, while freshly caught barracuda and prawns are grilled to order.

**Tokeh Beach** is located approximately 32 km east of Freetown and is one of the largest and most attractive beaches in West Africa. The town of Tokeh is also known for its mountains, forests, resort hotels and neaby Tokeh island.

**Tacugama Chimpanzee Sanctuary** is located 40 minutes outside of Freetown and set high in the hills of the Western Area Forest Reserve. The 100-acre sanctuary is 10 minutes past the historic mountain village of Regent. Daily tours are available during the hours of 10:00 AM to 5:00 PM.

### Restaurants

- Papaya Restaurant, 9 Lumley Beach Road
- Lagoonda Restaurant, 53 Cape Road
- Pearl Cafe, 14 Lumley Beach Road
- Roys Restaurant, 54 Lumley Beach Road
- Shangri La Restaurant, Lumley Beach
- Gigibonta Restaurant, Lumley Beach



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## VIII. General Information

### Weather

The average temperature in Freetown during October is 27.1 °C (80.78 °F). Overnight temperatures are fairly warm with an average low of 23.4 °C (74.1 °F).

There are intermittent showers and thunderstorms, but October is mostly sunny and bright.

### Electricity

The standard voltage in Sierra Leone is 220 - 240 volts and the standard frequency is 50 Hz. For Participants traveling from the US and Europe, please note that a 3-prong adapter is needed.

### Languages

Although English is the official language, used in schools and government administration, Krio (an English-based creole) is the most widely spoken language across Sierra Leone and is spoken by 97% of the country's population.

Simultaneous English-French and French-English interpretation will be provided for the Main Conference days of the Annual Showcase.

### Time Zone

GMT (UTC +0)

### Area Code

+232

### Sierra Leone Emergency Contacts

Police – 112

National Fire Force – Aberdeen – 302

Freetown – West – 300

Freetown – East – 301

Electricity Concerns – 672

Health Emergency – 117

Road Accident - +232-78-988-811

### Exchange Offices and Banking

While advisable to bring cash for direct exchange at the hotel, there are several ATMs around Freetown where you can withdraw money using VISA or MasterCard credit cards.

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## IX. Contacts

### Margaret Williams

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