



CONFERENCE INFORMATION NOTE

Dear participants

Greetings from SADC-Groundwater Management Institute (SADC-GMI). We are very happy that you could participate in our 2nd SADC Groundwater Conference. To facilitate your travel preparations, please find below important information that might assist you while preparing your travel. Please read the document carefully.

Venue



*Southern Sun Hotel, OR Tambo International Airport
01 Jones Road
Airport Ground
Kempton Park
1619*

Date of the Conference

04 – 06 September 2019

Contact details: Southern Sun Hotel International Airport

Key contact persons for the Conference

Mr. Agatha Sello: Agatha.Sello@tsogosun.com

Mr Donerd Mashabela: Donerd.Mashabela@tsogosun.com

Tel: +27119773600

E-Mail ssortambo.reservations@tsogosun.com

Hotels/Accommodation

Delegates are encouraged to book their accommodation at Southern Sun Hotel and other hotels available in the vicinity. A discounted rate has been negotiated with the Southern Sun Hotel, to qualify for the discount, quote the following code: **4041146.** when making your booking. No discount has been negotiated with other hotels in the vicinity. For delegates sponsored by SADC-GMI, their accommodation has been booked at Southern Sun Hotel, OR Tambo International Airport.

Hotels Available in the vicinity

Garden Court OR Tambo International Airport

Tel: 27 11 392 1062

Reservations: +27 11 461 9744 | 0861 44 77 44

Europrime Hotel

Tel: +27 11 894 8266/7

E-Mail: reservations@europrime.co.za

Holiday Inn

Tel: +27 11 823 1843/ 0861 444435

O R Tambo City Lodge

Tel: +27 11552 7600

E-mail: clort.reserv@clhq.com

Meals

Sponsored delegates will be provided with accommodation, return air tickets and the following meals during the conference (breakfast, morning/afternoon tea/coffee, lunch). Dinner allowance will be provided to sponsored participants upon their arrival. Un-sponsored delegates will be provided with morning and afternoon tea/coffee and lunch at the conference, while travelling expenses, accommodation, breakfast and Dinner will be on their own account or sponsored by their institutions.

Entertainment Events during the Conference

You are also invited to the following events which will take place during the conference

Cocktail Function

- Date: 4th September:
- Time: 18:00 – until late
- Southern Sun Hotel

Gala Dinner

- Date 5th September: Gala Diner
- Time: 18:00 until late
- Dress Theme: Classy. Stylish and elegant
- Southern Sun Hotel

Shuttle Services

The OR Tambo offers complementary Shuttles which are operating 24hrs, every 15 minutes. Shuttles to other destinations other than the hotel and airport will be charged on personal account..

Shuttle Pick-up

- 1) Exit from Terminal A International Arrivals
- 2) Cross the road
- 3) Take the passage way between the Airport Parking & Inter-Continental hotel
- 4) Shuttle is located at the Bus Terminals straight ahead
- 5) Shuttle is either white or black with Southern Sun OR Tambo branding on the side



Important steps to note

- In order to guarantee your participation at the conference, we would advise that you complete the following steps:
- If you have not already done so, pay the appropriate registration fee into the Bank Account indicated on the Conference website and send the proof of payment through the email address also indicated on the website;
- Book your own return air tickets to and from the conference venue in good time;

- Secure your accommodation at Southern Sun Hotel, O R Tambo International Airport or any other hotel in the vicinity.

Visa

- Delegates are also advised to investigate their visa requirements for South Africa and, if necessary, to apply for a visa well in advance through the South African embassy or consulate nearest to them.
- If necessary, the SADC-GMI may issue letters of support for visa application purposes.

Local public transport *Shared Taxis*

Shared minibus taxis run almost everywhere – around city, and to the suburbs, townships and neighbouring towns. Riding them offers an insight into local life but be aware that there are safety issues.

- Taxis leave when full – but sometimes do leave even if not full and keeping loading along the way.
- Most accommodate 14 to 16 people. Slightly larger ‘taxis’ accommodate about 20 passengers.
- Away from train and bus routes, shared taxis may be the only choice of public transport.
- Visit TaxiMap (<http://taximap.co.za>) for a useful database of minibus-taxi routes, fares and other information.
- Cabs are also available as means of public transport, they park in certain spots along the side of the road .
- You can walk to the spot where cabs park or call them if you have their contact numbers. Phoning for a cab is often safer.
- In case you are not sure, it is advisable to request the hotel reception to provide you with the list of cabs operating in the vicinity.
- These cabs could also be shared by a maximum of four passengers.
- Cabs are more expensive than minibus taxis

Shared Taxi Etiquette

- Normally passengers with luggage sit in the first row behind the driver.
- You are sometimes asked to pass the money forward (your fare and those of the people around you) to the driver or the driver’s assistant .
- If you sit on the folding seat by the sliding door, it’s your job to open and close the door when passengers get out.

Uber and Texify

- Uber and taxify transport services are also available in Johannesburg and surrounding areas. Uber is more efficient but more expensive compare to other means of public transport.
- To access Uber and texify (Bolt) services, you need to download the App on your Smart phone. Once the app has been downloaded, it will prompt you to follow few simple steps to register. Once registered on the App, you can call Uber 24/7 for your transport needs. You can call Uber as an individual or as a group.
- Uber and texify (Bolt) are very efficient, reliable and safe.

Gautrain transport services

If you are travelling between the airport, Sandton, Pretoria and Park station, you can also use the Gautrain services. Gautrain is one of the quickest and safest mode of transport in South Africa.



Internet






- Free Wi-Fi will be available at the Southern Sun Hotel for the duration of the conference. Login details will be provided at the reception during check in.

Country Information

- Currency: ZAR • Local Time: GMT +2 hours • Country Code: 27

Weather

The average maximum daytime temperature in South Africa in September is a comfortable 18°C (64°F). The average night-time temperature is usually a cool 9°C (48°F). There are usually 7 hours of bright sunshine each day, which represents 62% of the 12 hours of daylight. Even though September is a Spring season in South Africa, which is quite warm, it is advisable to pack warm clothes in case it becomes cold especially in the evenings.

Tue 3 Sep		24 / 10 °C	Sunny.	24 °C	15 km/h	↑	12%	3%	-	5 (Moderate)	06:18	17:56
Wed 4 Sep		24 / 12 °C	Broken clouds.	24 °C	6 km/h	↑	16%	5%	-	3 (Moderate)	06:17	17:56
Thu 5 Sep		23 / 12 °C	Afternoon clouds.	24 °C	31 km/h	↑	21%	6%	-	3 (Moderate)	06:16	17:56
Fri 6 Sep		24 / 10 °C	Sunny.	25 °C	13 km/h	↑	28%	4%	-	7 (High)	06:15	17:57
Sat 7 Sep		24 / 10 °C	Sunny.	25 °C	19 km/h	↑	27%	5%	-	7 (High)	06:14	17:57

Safety Tips

As always, personal safety is a matter of shared responsibility between authorities and the individual visitor. To ensure that your visit is special and safe, we offer a few suggestions based on international guidelines – for your assistance.

- Avoid an ostentatious display of expensive jewellery, cameras, mobile phones and other valuables.
- Keep your handbag with you, keep it closed or zipped, and do not leave it unattended.
- Keep your mobile phone with you and do not leave it unattended.
- Do not carry large sums of money with you.
- Exchange your currency at a bank or at the hotel – never exchange it on the street.
- Carry your wallet in an inside pocket – never in the rear pocket of your trousers.
- Credit card transactions must be processed in your presence.
- At night, stay away from dark, isolated areas.
- It is always better to explore in groups and to stick to well-lit, busy streets.
- Plan your route beforehand and, as far as possible, do not ask directions from strangers. A police officer or traffic officer will be happy to direct you if you get lost.
- Should you want to call a taxi, ask the hotel reception for assistance.

Plug type

3 pins, grounded, 15 A, 220 – 240 V

Contact details

Contact person Should you require any assistance please contact Mr. Thokozani Dlamini at:

Tel: +27 51 4017722

Mobile: +27 82 990 4308

E-mail: conference2018@sadc-gmi.org

