1. MEETING DETAILS

The Africa Region Midterm Review of the Vienna Programme of Action for LLDCs for the Decade 2014–2024 jointly organized by the United Nations Office of the High Representative for Least Developed Countries, Landlocked Developing Countries and Small Island Developing States (UN-OHRLLS) and the United Nations Economic Commission for Africa (UNECA) will be held on 18-19 March 2019 at Hotel Barcelo Palmeraie in Marrakesh, Morocco. The meeting will be held in the margins of UNECA’s Conference of African Ministers of Finance, Planning and Economic Development billed for 20-26 March 2019 in Marrakesh.


The working language of the meeting is English and French

2. PRACTICAL DETAILS

i. VISA AND IMMIGRATION REQUIREMENTS

Please note that UN-OHRLLS and UNECA do not organize visa arrangements for participants.

Please note that Visas are required for entry into Morocco by nationals of most African member States. Participants are advised to contact the nearest Consulate of the Kingdom of Morocco for more information in that regard. The following link may be useful:

https://www.consulat.ma/en/consular-services

All participants must have a passport that is valid for at least 3 months and are strongly advised to apply for a visa to enter Morocco from their diplomatic or consular missions in their home countries as soon as possible.
If you need an entry visa and you are coming from a country where Morocco has an Embassy or a Consulate, please communicate with the diplomatic representations of Morocco in your country of residence to obtain your visa. For further information about visa requirements, please refer to the link below:

https://www.consulat.ma/en/types-granted-visas

Participants from countries with no applicable embassy/consulate, requests must be made to the diplomatic mission accredited in that country or to the Honorary Consuls. In the absence of these representations, requests will be addressed directly to the Moroccan Ministry of Foreign Affairs and International Cooperation, Directorate of Consular and Social Affairs – Rabat. Please send the visa request to:

Ms. Samira MOUFIK  
Email: samiramoufik@gmail.com; s.moufik@maec.gov.ma  
Mobile: +212 6 61 57 05 42

United Nations staff travelling on a United Nations laissez-passer (UNLP) do not require a visa.

ii. HOTEL ACCOMMODATION

All participants are kindly requested to contact hotels directly to arrange, confirm and guarantee their bookings. **Participants will be responsible for bearing all the costs associated with their accommodation.** Block booking of hotel rooms at special rates are available to participants staying at Barcelo Palmeraie Marrakech. The web link to Barcelo Palmeraie Marrakech is below:

https://www.barcelo.com/fr/barcelo-hotels/hotels/maroc/marrakech/barcelo-palmeraie/

The special rates at Barcelo Marrakech Palmeraie Resort and Spa are as follows:

- Single room including breakfast 1100 MAD per night
- Double room including breakfast 1200 MAD per night
- City tax 28.60 MAD per night/person

To make a reservation please email palmeraie.sales2@barcelo.com or call Tel. +212 (0) 5 24 39 38 10 and indicate that you are part of this meeting. The negotiated rate is available up to **Monday 11 March 2019**.

All participants are kindly requested to note that the conference organizers will not be in a position to provide hotel accommodation to those who fail to arrange their hotel accommodation. Participants can also book other hotels.

Participants can also book other hotels and will be expected to make their own transport arrangements to the Barcelo Palmeraie Marrakech – the meeting venue. Other hotels could be:

1. Hotel Relax +212 529 801 680 Marjan Square, Marrakech 40000 Morocco  
2. Hotel Wazo +212 524 298 400: Email : contact@hotelswazo.com; Website: www.wazohotel.com

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1 Sponsored participants will receive a daily subsistence allowance that they can use to meet the costs.
iii. AIRPORT RECEPTION AND TRANSPORTATION

Delegates are responsible for arranging their own transport from and to the airport and to the meeting venue if they choose to stay outside the Barcelo Marrakech Palmeraie Resort and Spa. The Hotel provides an airport shuttle on request at a cost of 300 MAD per way (this price is not per person but for a maximum of 3 people). There are also taxis at the airport.

iv. CURRENCY

The monetary unit is the Moroccan dirham. Reference rate (As at 21 February 2019):

1 US$ / 9.50 Moroccan Dirham - 1 euro /10.86 Moroccan Dirham

Major credit cards (Visa, Mastercard, Maestro, Diners Club, UnionPay, Discover, JCB, American Express) and major foreign currencies are generally accepted at major hotels, restaurants and most department stores. Banknotes denominated in major foreign currencies can be exchanged at all commercial banks and at most hotels and bureaux de change. There are also ATMs. Banking hours are from 8.15am to 3.45pm, Monday to Friday.

Taxes: Value Added Tax (VAT) is 20%.

VI. Electricity supply and voltage

The standard voltage is 220 V and the standard frequency is 50 Hz. Power sockets are type C and E, also known as the standard "Euro" plug. This socket also works with plug E and

VII. Postal services, fax, and internet

Postal and fax services are available in post offices and most major hotels. Internet access is also provided in most major hotels and cybercafés in Marrakesh.

VIII. Health requirements: Vaccines

All participants are requested to ensure that their vaccines are up to date and that they have all their needed vaccines and medicines at least for four to six weeks prior to their trip.