


December 2011

	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 Alimentación y la Agricultura
---	--	--------------------	---	---	---	--

<b>AFRICAN FORESTRY AND WILDLIFE COMMISSION</b>
<b>EIGHTEENTH SESSION</b>
<b>SECOND AFRICAN FORESTRY AND WILDLIFE WEEK</b>
<b>Cotonou, Republic of Benin, 16 - 20 January 2012</b>
<b>THE IMPORTANCE OF GOVERNANCE AND BENEFIT SHARING IN THE SUSTAINABLE MANAGEMENT OF AFRICA'S FORESTS, TREES AND WILDLIFE</b>
<b>INFORMATION NOTE</b>

#### DATES AND VENUE

1. At the kind invitation of the Government of the Republic of Benin, the Eighteenth Session of the African Forestry and Wildlife Commission (AFWC) will be held in Cotonou, Republic of Benin, from 16 to 20 January 2012. The session will be held simultaneously with the Second African Forestry and Wildlife Week (AFWW). An optional field visit will be organized on Thursday 19 January 2012 by the host government for interested participants.

2. The 18<sup>th</sup> Session of the AFWC and the 2<sup>nd</sup> AFWW will be held at the **Palais des Congrès in Cotonou**. The Opening Ceremony is scheduled for Monday 16 January 2012 at 09.30 AM.

#### REGISTRATION

3. Registration will take place on Monday 16 January 2012 from 08.30 to 09.30 AM at the *Comptoir* of the *Palais des Congrès*.

#### DOCUMENTS

4. The session documents will be made available to participants in English and French. They will be sent out before the session and posted on the Commission website: <http://www.fao.org/forestry/site/afwc> as and when available. Delegates are kindly requested to take their own documents to the meeting since very few copies will be available during the sessions.

#### CLIMATE / CLOTHES

5. The Republic of Benin is a West African country covering an area of 114,763 km<sup>2</sup> in the tropical zone between the equator and the Tropic of Cancer (between parallels 6°30' and 12°30')

*This document is printed in limited numbers to minimize the environmental impact of FAO's processes and contribute to climate neutrality. Delegates and observers are kindly requested to bring their copies to meetings and to avoid asking for additional copies. Most FAO meeting documents are available on the Internet at [www.fao.org](http://www.fao.org)*

north latitude and meridians 1° and 30°40' east longitude). The country is bordered in the north by the Niger River which forms a natural boundary with the Republic of Niger; in the North-west by the Republic of Burkina Faso; in the west by the Republic of Togo; in the east by the Federal Republic of Nigeria and in the south by the Gulf of Guinea. The country stretches over 700 km from south to north; its width varies from 125 km (along the coast) to 325 km (at the Tanguiéta-Ségbana latitude in the north). Benin enjoys two types of climate: subequatorial in the south (a long rainy season from April to July, a short dry season from July to September, a short rainy season from September to October and a long dry season from November to March); and Sudanian in the north with two seasons (a dry season from November to May and a rainy season from June to September). The average temperatures rarely fall under 24°C with a maximum temperature of 35°C. The Conference will be held in Cotonou in the southern part of the coastline of the Gulf of Guinea.

Participants are invited to take suitable clothing for official activities, comfortable outfits for evening wear and the field trip, when walking shoes and a field hat may also be necessary.

6. The official spoken language in Benin is French with three national languages which are Fon, Goun and Dendi. The population of Cotonou is approximately 665,100.

## FORMALITIES FOR ENTERING BENIN

### Visas

7. Participants are advised to contact as soon as possible the nearest Embassy or Consulate of the Republic of Benin in their respective countries, to enquire about immigration regulations and visa requirements to enter Benin.

8. For delegates coming from countries where there is no Benin diplomatic representation, assistance to obtain an entry visa on arrival at Cotonou International airport (Cardinal Bernardin Gantin) could be provided. In that regard, a scanned copy of the passport pages containing personal details and flight itineraries must be sent at least three weeks before the arrival date. Visas are not required for UN/Laissez-passer and diplomatic passports holders serving in international Organisations and participants from ECOWAS and UEMOA regions. Every other participant is obliged to pay visa fees (between US\$70 to \$85).

### Health

9. Participants are kindly requested to enquire about the Government of Benin's stipulations concerning international vaccination certificates issued in accordance with the World Health Organization (WHO) directives before travelling. Yellow Fever vaccination is required for travellers from all countries. Travellers are requested to indicate if they require medical attention due to their present health conditions.

### Flight connections

10. The following are some of the airlines with regular flights to Cotonou **Cardinal Bernardin Gantin International Airport** unless otherwise indicated: Air Burkina, Air France, Air Gabon, Air Ivoire, Air Mali, Ethiopian Airlines, Kenya Airways, Inter-Air and Royal Air Maroc. Travel-related inquiries can be entrusted to IAATA accredited Benin travel agencies.

11. Participants having confirmed in due time the date, time and flight number will be met on arrival in Cotonou at the Cardinal Bernardin Gantin International Airport, by a team of hostesses. There are no security problems for participants wishing to take a taxi to their hotel. The current cost from Cardinal Bernardin Gantin International Airport to the city centre is approximately CFA 1500 to 3000, but this could increase for night trips.

## MONEY AND EXCHANGE

1. Most convertible currencies are accepted in Benin and should be declared upon arrival. The exchange rate of the CFA as at September 2011 is: US\$ 1= **FCFA 444,427** or 1 Euro = **FCFA 656**.

**Credit Cards are not accepted in most places, including hotels, and travellers must settle their bills in cash (US Dollars or Euro). Foreign exchange bureaux or Banks (see the list below) can exchange other convertible currencies.**

Bank name	Address
<b>Ecobank</b>	Rue du Gouverneur Bayol, Cotonou, 01 +229 21 31 30 69 / +229 21 31 40 23 / +229 21 31 33 85 <a href="mailto:ecobankbj@ecobank.com">ecobankbj@ecobank.com</a>
<b>Bank of Africa</b>	Avenue Jean-Paul II 08 BP 879 Cotonou, Tel: 21313228: or 21310175 or 21310224 or 21310231, Fax : 21313117 ; <a href="mailto:information@boabenin.com">information@boabenin.com</a>
<b>Société Générale des Banques</b>	Avenue Clozel 01 BP 585 Cotonou, Tel: 21318300 Fax: 1318295 ; <a href="mailto:banque.sbbbe@socgen.com">banque.sbbbe@socgen.com</a>
<b>Banque Atlantique</b>	Tel: 21301415 / 21302110 / 21323661
<b>Banque Régionale de Solidarité</b>	Tel: 21311226 ou 21312848 or 21314615
<b>Banque Internationale du Bénin (BIBE)</b>	Tel: 21313618 / 21309522
<b>Continental Bank</b>	Carrefour des Trois Banques Av Jean Paul II, Cotonou, Benin Tel: 21312695 / 21315252 / 21315423 / 21315867
<b>Financial Bank</b>	Tel: 21315702 / 21315778 / 21313100 / 21313102

#### COMMUNICATIONS / FOCAL PERSONS

13. To communicate with our focal points, participants could write to the following addresses:

Mr. Théophile KAKPO  
Directeur Général des Forêts et des Ressources Naturelles  
Ministère de l'Environnement, de l'Habitat et de l'Urbanisme  
B.P. Cotonou 393 Cotonou  
République du Bénin  
Tel : +229 21 332921 / 9090262 / 96121120  
Email : [theophilekakpo@yahoo.fr](mailto:theophilekakpo@yahoo.fr)

Mr. Léon FANTODJI  
Chef Division Formation  
B.P. Cotonou 393 Cotonou  
République du Bénin  
Tel : +229 21330662 / 97797903 / 95958528  
Email : [fantlysa@yahoo.fr](mailto:fantlysa@yahoo.fr)

#### With a copy to:

Madame Nathalie KPERA  
National Consultant  
FAO Representation  
Cotonou, Benin  
E-mail : [nathbiche@yahoo.fr](mailto:nathbiche@yahoo.fr)

### STUDY TOURS AND EXCURSIONS

14. An optional study tour will be organized on Thursday, 19 January 2012, from 07.00 AM to 04.30 PM. Transportation will be provided by the host government.

### HOTEL ACCOMMODATION AND CATERING

25. Different categories of hotels have been identified and rates negotiated for all participants. These include all the hotels recommended by the UN Department of Safety and Security, Cotonou. Participants can make reservations with the hotels directly, or have reservations made for them upon request (no later than four weeks in advance) through Madame Nathalie Kpera of the FAO Representation, Cotonou. A bus service will be provided by the government for participants staying at hotels not within walking distance from the meeting venue.

N°	Hotel name	Address and Telephone number (+229)	Room rate in FCFA per night (bed and breakfast)	
			Single/Standard	Luxury
1	Hôtel Marina	Boulevard de la Marina Tel: 21 300 100 ; Fax : 21301155 <a href="mailto:reservations@benin-marina-hotel.com">reservations@benin-marina-hotel.com</a>	78.500	double: 87.500 Bungalow: 155.500 Suite ministérielle: 246500
2	Hôtel du port	Boulevard de la Marina Tel: 21 314 444 et 21 310 010 Fax 21314326 <a href="mailto:andre_hotelduport@yahoo.com">andre_hotelduport@yahoo.com</a>	45.500	49.500 et 53.500
3	Benin Atlantic beach hotel	Quartier Fiyegnon Fidjrossè Tel: 21301939/96775510	28.500	45,500
4	Le zénith	Zone Résidentielle Ambassade USA Tel: 21 307318/ 97875620	30.500	45.500
5	Résidence Flamboyant	Carré 771 Cadjèhoun Tél: 21309231 ; Fax: 21309232 <a href="mailto:contact@ghflamboyant.comm">contact@ghflamboyant.comm</a>	29.500	38.500
6	Sun Beach Hôtel	Fidjrosse Calvaire, route de la plage Tél: 21302708 ; Fax: 21302361 <a href="mailto:Sunbeach_hotel@yahoo.fr">Sunbeach_hotel@yahoo.fr</a>	40.500	50.500 ou 80.500 ou 120.500

16. The *Palais des Congrès* is located on the main boulevard, five minutes away from the airport and ten minutes from the city centre. There are no restaurants in the vicinity. Luncheon can be provided within the *Palais* if reservations are made in advance.

### TRANSPORTATION

17. Each morning a bus will pick up participants from the listed hotels at 08.00 A.M and convey them to the *Palais des Congrès* following an itinerary that will be communicated to them. A bus will also be available at the end of each day to shuttle participants from the meeting venue back to their respective hotels. Transportation will not be provided during lunch breaks. Most hotels can flag reliable taxis, which guests can hire for short distances.

**NB:** Electricity Voltage (V): 220 ; Electrical Plug: D.