

MEETING VENUE

PROTEA HOTEL - BALALAIKA SANDTON

20 Maude Str, Sandown, Sandton, Johannesburg.

P.O.Box: 783372, Sandton, 2146, South Africa.

Tel: +27 11 322 5000

Fax: +27 11 322 5022

W: www.balalaika.co.za or www.proteahotels.com

DATE AND TIME OF OPENING: Thursday, 14 October 2010, at 8:00 a.m.

REGISTRATION

Please register your participation at the 19th Stop TB Partnership Coordinating Board Meeting by completing the registration form and returning it to Winnie de Guzman - deguzmanw@who.int, fax no. +41 22 791 4886.

Please ensure that the Stop TB Partnership Secretariat is aware of your arrival and departure details (please see below for more details), as well as your hotel accommodation arrangements (please see below) and your ability to participate in proposed site visits organized by the Government of South Africa on 16 October (subject to a sufficient number of participants).

Please notify the secretariat of any changes to your details as soon as they are known.

VISA REQUIREMENTS

If you are subject to visa requirements, you should apply for your visa at least four weeks before your departure to South Africa, and await the outcome of your application before departing. You may refer to this link with regard to further information on visa requirements: [linkhttp://www.southafrica.info/travel/documents/visas](http://www.southafrica.info/travel/documents/visas).

Travelers entering South Africa from countries where yellow fever is endemic are often required to present their vaccination record or other proof of inoculation. If they are unable to do so, they must be inoculated at the airport in order to be permitted.

If you encounter any difficulties in obtaining your visa, please contact the Secretariat as soon as possible.

HOTEL ACCOMMODATION:

Please note that a block reservation for participants of the 19th Stop TB Partnership Coordinating Board Meeting has been made at the:

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Rate: R1 230.00 per night (inclusive of breakfast) plus 1% tourism levy.

To take advantage of the negotiated rate, please make your booking directly with the hotel not later than **27 September 2010**. Please see attached reservation form (Annex 1). It would be appreciated if participants could also inform the Secretariat as soon as confirmed booking is made.

AIRPORT-HOTEL TRANSFER:

You may choose to avail of the hotel's airport-hotel transfer service (1 to 3 passengers @ R450.00/trip); or you may wish to use the services of SA Venue Finders (R200/person/trip). Please see attached reservation form (Annex 2).

SITE VISITS:

Site visits will be organized and offered by the Government of South Africa on the day following the Coordinating Board Meeting, Saturday -16 October (subject to sufficient number of participants).

FINANCIAL MATTERS

The South Africa currency is the Rand (ZAR). At the time of preparation of this information in August 2010, 1 USD was equal to 7.20 ZAR; 1 EUR = 9.54 ZAR

Credit cards are accepted in many parts of Johannesburg and most banks offer ATMs.

COMMUNICATION/POWER

The telephone country code for South Africa is +27, and the city code for Johannesburg is 11.

South Africa uses 220/230V. The Type M, or South African, electrical plug has three circular pins. For more information, please visit <http://www.kro.com/electric2.htm>. Participants are encouraged to bring a suitable adaptor if needed for personal use.

CLIMATE/ATTIRE

Johannesburg enjoys a very favourable climate, dry and sunny all year round. Between October and April the city experiences heavy afternoon thunderstorms with downpours of rain that disappear as quickly as they arrive. Winter days are only slightly cooler than the pleasant summer average temperatures, but it can become frosty on winter nights.

It is recommended that you wear business attire during meetings. National dress is welcome.

MEETING ORGANIZATION

Each participant will receive a background dossier on the morning of 14 October upon registration. Electronic copies of documents will be posted on the Stop TB Partnership website approximately 10-14 days in advance of the Coordinating Board Meeting on 14 October (<http://www.stoptb.org/cb/meetings/>).

For any assistance with the meeting arrangements, please do not hesitate to contact the meeting organizers/secretariat who will happily assist you with your requests, wishes and needs:

Annemieke Brands
Winnie de Guzman

+41 79 621 5374
+41 79 249 3519

brandsa@who.int
deguzmanw@who.int

NOTE:

- 1) WHILE IN THE MEETING ROOMS, PARTICIPANTS SHOULD SWITCH OFF THEIR CELLULAR PHONES AS THEY CAUSE INTERFERENCE WITH THE SOUND SYSTEM.
- 2) PARTICIPANTS SHOULD TAKE THE UTMOST PRECAUTIONS WITH ALL THEIR PERSONAL PROPERTY. THE SECRETARIAT WILL NOT BE RESPONSIBLE FOR THE LOSS OF PERSONAL OBJECTS LEFT UNATTENDED AT MEETINGS.

We wish you a productive & happy stay in Johannesburg