

IORA Sustainable Development Programme (ISDP)
Workshop on “Seafood handling, post-harvest processing and storage of fisheries
and aquaculture products”,
1 – 2 September, 2016
Comoros

ADMINISTRATIVE ARRANGEMENTS

Dear Delegate,

We look forward to welcoming you to the Indian Ocean Rim Association (IORA) Sustainable Development Program (ISDP) Workshop on Seafood handling, post-harvest processing and storage of fisheries and aquaculture products, which will be held on 1 – 2 September 2016 in Moroni, Comoros.

Please find below information related to the logistics of the event. Should you have any questions, please do not hesitate to contact Dr. Sadally or Mrs Sauntally, of which the contact details are given below.

Dr. Shamimtaaz Sadally
Coordinator (Policy & Blue Economy)
IORA Secretariat
Email: sadally.shamimtaaz@iora.net

Mrs. Samima Sauntally
Executive Secretary
IORA Secretariat
Tel: 002304541717
Email: hq@iora.net

1. Venue and dates of the Meeting

The meeting will be held at Itsandra Hotel, Moroni, Comoros, on 1 – 2 September 2016.

2. Registration

Participants contact details, copy of passport and a passport size photograph should be sent to the IORA Secretariat as soon as possible on the following Email addresses: hq@iora.net, cced to: sadally.shamimtaaz@iora.net; sajid.mallamhassam@iora.net. Kindly note that the registration of the participant will be considered as incomplete should there be any missing documents as requested above.

The IORA Secretariat will arrange and confirm booking of the air fares and hotels after the registration of participants.

3. Hospitality

Full hospitality will be extended to one participant from each Member States (except high income countries; Australia, Singapore, and UAE only local hospitality).

Full hospitality will cover air ticket, hotel accommodation (3 nights), transport to and from the airport, and selected meals during the meeting.

All other costs will be the private responsibility of participants and will need to be settled with the hotel before checking out.

4. Transportation

Airport transfers will be provided to delegates. (The hotel is around 24 minutes' drive from Prince Said Ibrahim International Airport).

6. Attire

Business attire is suggested for the meeting.

7. Accommodation

Delegates will be staying at the Itsandra Hotel, Moroni, Comoros.

8. Entry Visa Procedures

All foreign visitors to Comoros require entry visa. Delegates will obtain a visa upon arrival at the airport in Hahaya-Moroni, provided the visitor's passport is valid for at least 6 months beyond the last day of the intended stay in Comoros and provided the visitor conveys the filled visa application form to Mr IMAM Abdillah (abdillahimam@gmail.com and ioracomores@gmail.com), copy to the IORA Secretariat (hq@iora.net) by 15 august 2016.

Delegates from Madagascar should obtain a visa in the nearest Comorian Embassy or Consular prior to departure.

9. Medical requirements

Yellow fever vaccination Certificate is required for visitors who stayed more than one week in infected countries.

10. Other Information

Languages

The official language of Comoros is Arabic and French. However, **English will be the main working language during the workshop.**

Banking

Banking hours are generally open Monday-Thursday 7h 30 – 14h 30 and Friday 7h 30 – 10h 30. There are available ATMs located around the capital and in the hotel that accepts international Visa/MasterCard. BFC foreign exchange counter is also available at the Prince Said Ibrahim International Airport for delegates to exchange foreign currencies (US Dollars or Euros preferred).

Currency

The "Comorian Franc" (KMF) is the currency of Comoros. The exchange rate is approximately **1 USD = 441.44 Comorian Franc**, this rate is subject to change.

Credit cards

MasterCard and Visa are accepted at few places for payment of bills. However, cash is the main means of paying for goods and services.

Communication

Sim Cards are available in the Prince Said Ibrahim International Airport for 10 USD.

Weather

The climate is generally tropical and mild with an average temperature of 29-30°C. However, from May to October temperature can be as cool as 19°C in the **wet season**; you might need a light duvet at night.

Electricity

In Comoros the standard voltage is 220 V. The standard frequency is 50 Hz. The power sockets that are used are of type C or E.

Time Zone

Local time = GMT +3