



Administrative Note

Meeting Dates

The Training & Mentoring Program for Women-led Businesses in Liberia, DRC, Rwanda, Senegal, Mozambique and South Africa in Dakar, Senegal, is scheduled to begin in the morning of Monday, 16 June 2008. Participants are expected to arrive on or before 15 June and depart on or after 18 June 2008.

Travel

Femmes Africa Solidarité (FAS) is responsible for the travel arrangements for the participants of the Workshop and for the professor from the Instituto de Empresa (IE).

Health Requirements

Visitors to Senegal require yellow fever vaccinations and need to travel with their health certificates or vaccination cards.

Accommodation

Participants will lodge at a hotel Ngor Diarama, 10 mns from the Airport Tel: 33- 820-01-45 in Dakar where reservations have been made for them in advance. FAS representatives with Sign of FAS name will meet outside the participants upon their arrival at the airport and take them to the hotel.

Please note that FAS will be responsible for lodging and travel expenses of the participants of the Workshop and the professor from IE only.

All extra expenses must be paid for by the participants.

Visa Information

FAS has arranged visas for those participants in need of one for Senegal. For this reason, we have asked participants to send us scanned copies of their passports.

Meeting Venue

The forum will take place in the conference room of the hotel Ngor.

Transportation

Participants will be picked up at the airport when they arrive, and dropped off when they leave the hotel at the end of the Workshop.

Meals

FAS is responsible for breakfast, lunch and dinner for participants.

Language

The Workshop will be held in English.

Information on Senegal:

Capital City:

Dakar is the capital of Senegal.

Weather and climate:

The temperature each day in June is about 30 degrees. Warm clothes are not needed. June is not technically part of the rainy season, but it is possible that it may rain in late June when the Workshop is held.

Currency:

Senegal uses the CFA.
1\$ USD = 4, 10

Country Dialling Code:

221

For all questions and concerns, please take note of the following FAS contacts:

FAS Regional Office

Résidence Phare, derrière clinique des Mamelles,
1er étage Appt. 1&2
B.P. 45077 Fann
Dakar – Senegal
Tel: +221 33 860 2048
Fax: +221 33 860 2047

Email: panafricancentre@fasngo.org

fas-ong@sentoo.sn , infodk@fasngo.org or coordinationdk@fasngo.org