WELCOME

We welcome you to the 8th Africa Agribusiness and Science Week, 9th FARA General Assembly and 3rd CCARDESA General Assembly. We hope we would be able to provide you with the needed support to make your stay in Durban, South Africa comfortable. Below are some guidelines and information required before you travel and during your stay in Durban.

KEY FACTS ABOUT THE AASW 2023

VENUE: Durban International Convention Centre, Braam Fischer Road, Durban, South Africa

EVENT DATES: 4 Day Event 5th-8th June 2023

EVENT TIMES: 08h00 – 18h30) each day

PRIOR EVENT: 4th June (16h00 – 17h:00) to place marketing material on exhibition stands etc at the ICC

DELEGATE SCREENING/REGISTRATION/ACCREDITATION:
3rd – 8th June 2023

LOCATION: Durban Exhibition Centre – Opposite The Durban International Convention Centre

TIME: 07h30 – 17h00 each day

OFF – SITE VISITS (FIELD VISIT)

LOCATION:

DATES: 6th -7th June 2023

TIMES: 14h00 – 16h00
1. **Travel Guide**  
Click on this link ([https://aasw.faraafrica.org/travel-guide/](https://aasw.faraafrica.org/travel-guide/)) for complementary information

2. **Arrivals**  
The main point of entry for those travelling from other parts of Africa by air is the OR Thambo International airport, Johannesburg. On arrival, after disembarkation, you will make your way to the immigration queue as appropriate for “non-South African” residents. You will then submit your passport and valid VISA. Once this process is successfully completed, please make your way to the baggage collection/carousel area to collect your luggage, unless your luggage has been automatically directed to Durban when you made your travel arrangements (please check with your travel agent). Be sure to confirm check-in of your luggage from your base and Johannesburg as applicable and note the connecting time to Durban to avoid missing your flight. Ideally, you must clear customs in OR Tambo as your first port of entry. The number of your flight and carousel number will be indicated on screens at the arrival lounge. Once collected, make your way to the domestic departure terminal – Terminal B. Please follow the signs at the airport. At the domestic departure terminal, you may check in for your travel to Durban. Please check the digital screens for the appropriate check-in counters. Once checked in, please make your way to the boarding gates. The boarding gates for your domestic flight to Durban will be indicated on the digital screens.

On arrival in Durban, please make your way to the carousel to retrieve your luggage. The carousel for your particular flight will be indicated on the digital screen. Thereafter, make your way out of this area to the airport arrival foyer and identify ushers who will be wearing green shirts with the AASW8 branding. They will guide you to the shuttles that will take you to your hotel.

3. **Accommodation**  
Sponsored participants have been booked into hotels by the organising institutions. Please bring along a copy of the reservation letter sent to you. If you have not already booked a hotel, kindly check details on the event website, book your hotel to ease your transfer.

4. **Immigration**  
Please ensure that you have made arrangements to obtain the necessary VISA prior to arriving in South Africa, unless you are travelling from a visa-exempt country. There are no facilities to apply for a VISA on site at the airport. Please ensure that you also present your Yellow Fever vaccination card as well as proof of medical insurance.
5. **Luggage collection**
   Please check the digital screens in the luggage collection area that will indicate the carousel on which your luggage will be available.

6. **Shuttle**
   i. **Airport Transfer**
      Please look out for the host/hostesses who will direct you to the shuttle buses. It is important to note that only guests with confirmed hotel reservations with the hotels on the shuttle routes will be allowed to board the shuttles. Shuttles will leave from the airport to the hotels at half an hour (30 min) intervals or when the shuttles are full. In keeping with our environmental consciousness, we must ensure that buses are full before leaving for the hotels.
      Taxi services are also available 24 hours daily. There will be directional signage with the inscription “AASW8 Airport Shuttle”.

      *Arrangements have been made for VIP guests. They will be welcomed from the VIP lounge inside the terminal and shuttled to their hotels.*

   ii. **Hotel Transfer to the Conference Venue**
      Delegates will be shuttled from the hotels to the venue in the mornings and back to their hotel in the evenings. There will be no shuttles running between the hotels and the venue during the conference scheduled time.

   iii. **Shuttle Schedule**
      The shuttles will operate from the Marine Parade beach front hotels only. Delegates residing in the following hotels will have full access to the shuttles as they are on the shuttle route.
      - Southern Sun Elangeni
      - Holiday Inn Garden Court – Marine Parade
      - Blue Waters Hotel
      - Bellair Suites
      - The Edward Hotel

      Delegates residing in other hotels within the city centre are advised to take private taxis.
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7. **Basic medical care**

   An infirmary will be available at the conference venue to attend to medical emergencies on site– it will be clearly signposted and will be located 10 meters from the main entrance to the exhibition. Full medical support services will be provided with standby ambulance service by medical practitioners in the infirmary. Participants should make provision for serious and known medical challenges which will not receive attention at the infirmary. It is therefore important that all participants have their medical aid and insurance facilities intact. Please ensure that you have a valid yellow fever vaccine card when you travel.

8. **Security**

   The government and private security services will ensure the safety of all delegates on site at the venue including the venue precinct. Participants are advised to wear their registration tags throughout the event. Participants are also advised to remove their registration tags once they are outside the precincts of the Convention Centre should they wish to explore the city. Participants are advised not to go into other parts of the city alone, exposure is not recommended.

9. **Program**

   The 4-day event comprises plenary sessions from 8h30 – 11h00, followed by parallel sessions from 11h00 – 14h00 and afternoon workshop sessions from 14h00 – 18h30. There will be two off-site visits on the 6th – 7th June from 14h00 – 17h00. Details are listed on the programme ([https://aasw.faraafrica.org/program/](https://aasw.faraafrica.org/program/)).

10. **Exhibition**

    The exhibition will be located between the plenary hall and the catering area. Exhibitors will be allowed on site to set up marketing material on Sunday 4th June from 16h00 – 18h30. The exhibition will be open from 08h00 – 18h00 daily.

11. **Site Visits**

    There are two planned off-site visit taking place on the 6th and 7th of June. There are two scheduled times for these visits from 14h00 – 17h00.

    i. **Dube Trade Port Agri zone 14h00 from ICC and returns 1700**
       A walking tour by Agrizone staff to the culture lab as well as the germination greenhouses.

    ii. **Ottawa Northern Area eThekwini Agri incubator hub**
       This is a small farmer initiative supported by eThekwini Agriculture. Neliswe Gumede and Vuyo Gijaya from eThekwini will conduct the field trip, including interactive discussions with farmers operating in the hub on collaborative ideas to improve production and yield.

       **Location:** [https://maps.google.com/?q=-29.669201,31.040205](https://maps.google.com/?q=-29.669201,31.040205)

       **Contact** – Neliswe Gumede - NELISIWE.GUMEDE@durban.gov.za

       Interested participants are encouraged to register for the off-site field with:

       Zaida Enver: zaida@puregrit.co.za

12. **Side Events**

    Side events will be located in various rooms around the venue. Please refer to the side event schedules in the program.
13. Catering
There will be tea breaks at 11h00 and 15h00 at the various sessions. Lunch will be served between 13h00 and 14h00 in the catering area. Delegates who have paid a delegate fee of US$250 for international participants and US$180 for South Africans to attend the event will be given entry into the catering area. Those holding exhibitor passes will not have entry into the catering area. There will be a coffee station with light snacks outside the main plenary area. The venue has a coffee shop where light meals can be purchased.

14. Registration/Screening/Accreditation
Registration, accreditation and screening will take place on the 3rd – 8th June 2023 at the Durban Exhibition Centre opposite the Durban ICC. Each delegate badge will include a photo as well as the name, designation and organization. For security reasons, all delegates will be following the similar process irrespective of category of delegate. We suggest that delegates who arrive on the 2nd June register from the 3rd onwards to avoid long queues and waiting periods. Please keep your tag safely.

A special note to attendees.
Please note that only persons who have applied as delegates and paid the delegate fees will have access to all the plenary sessions. The delegate badges indicated in the exhibitor manual and which are included in the cost of the exhibition space are exhibitor delegate badges. These are to be strictly used for people managing all elements of the exhibition stand logistics. These exhibitor delegate badges will not grant access to the plenary sessions or the catering areas.

15. Secretariat
For enquiries, please visit the FARA conference secretariat located at the exhibition venue.

16. Forex bureau
Please use the hotels and accredited currency exchange operators at the airports.

17. Accessing the conference APP
For both Android & Apple Users, please scan the barcode below or visit Google or Apple Stores to Download
Participants without a smart phone
You can still have access to the conference platform using any laptops, tablets or phones using any browser and visiting https://aasw.faraafrica.org/. You can enjoy the full functionalities provided through the mobile app equally.

18. Communication, Publicity and social media
The main hashtag for the 8th Africa Agribusiness and Science Week is #AASW8. Media holding area will be available for accredited Media personnel and a dedicated interview area is available for arranged interviews. There will be press conference area for media engagements following key sessions including the FARA Leadership Awards, the CCARDESA GA and FARA GA, and the area shall be accessed strictly by invitation. There will be dedicated photographers/videographers onsite and will be supported by Knowledge Management & Communications officers from partner institutions. Events photos will be available online via the FARA Flickr page https://www.flickr.com/photos/farafotos/albums. All information, livestreaming and immediate updates on the AASW8 can be accessed on the main event website https://aasw.faraafrica.org/. Livestreaming of the plenary sessions will be done the FARA Official Youtube Page https://www.youtube.com/@FARAAfrica/. Partners can connect their platforms and pick live feed from the FARA YouTube. Updates will also be published via the following websites: FARA Corporate Website: www.faraafrica.org; Blog: http://paepard.blogspot.com/
LinkedIn https://www.linkedin.com/company/faraafrica/mycompany/?viewAsMember=true
Facebook https://www.facebook.com/FARAAfrica
https://www.facebook.com/yemi.akinbamijo/
Twitter https://twitter.com/FARAnfo
https://twitter.com/aggreyagumya
YouTube https://www.youtube.com/@FARAAfrica
Instagram https://www.instagram.com/fara.africa/

Conference handbook
Details of parallel sessions, side events, keynote addresses and speeches will be published in the event handbook uploaded on the website and the App.

Contacts

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<tr>
<th>Responsibility</th>
<th>Name of Contact Person</th>
<th>Email address</th>
<th>Telephone number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Programme (overall event)</td>
<td>Aggrey Agumya</td>
<td><a href="mailto:aagumya@faraafrica.org">aagumya@faraafrica.org</a></td>
<td>N/A</td>
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<tr>
<td>General Logistics (overall)</td>
<td>Ama PokuahAsenso</td>
<td><a href="mailto:aaasenso@faraafrica.org">aaasenso@faraafrica.org</a></td>
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<tr>
<td>Program coordination</td>
<td>Karen Munoko</td>
<td><a href="mailto:kmunoko@faraafrica.org">kmunoko@faraafrica.org</a></td>
<td></td>
</tr>
<tr>
<td>Tickets (FARA sponsored)</td>
<td>Akouvi Legbeze</td>
<td><a href="mailto:Travel-services@farafrica.org">Travel-services@farafrica.org</a></td>
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<tr>
<td>Ground Transportation</td>
<td>Lee Hamblin</td>
<td><a href="mailto:admin@wild-yeast.co.za">admin@wild-yeast.co.za</a></td>
<td>+27 (0)835788228</td>
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<td>Finance</td>
<td>Johnson Ukpong</td>
<td><a href="mailto:jukpong@farafrica.org">jukpong@farafrica.org</a></td>
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<tr>
<td>Communication</td>
<td>Benjamin Abugri</td>
<td><a href="mailto:babugri@faraafrica.org">babugri@faraafrica.org</a></td>
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<tr>
<td>Event Manager</td>
<td>Ed Hill</td>
<td><a href="mailto:ed@innovational.co.za">ed@innovational.co.za</a></td>
<td>+27(0) 825776965</td>
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<tr>
<td></td>
<td>Zaida Enver</td>
<td><a href="mailto:zaida@puregrit.co.za">zaida@puregrit.co.za</a></td>
<td>+27(0)82 555 1049</td>
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</table>
**Location:** South Africa is located on the southern tip of the African continent, bordered by Namibia, Botswana, Zimbabwe, Mozambique, Eswatini (formerly Swaziland), and Lesotho.

**Capital city:** Pretoria (administrative), Cape Town (legislative), Bloemfontein (judicial)

**Economy:** South Africa is the second-largest economy in Africa, after Nigeria. Its economy is diversified and includes industries such as mining, agriculture, manufacturing, and tourism

**Population:** Approximately 60 million people

**Official languages:** South Africa has 11 official languages, including English, Afrikaans, Zulu, Xhosa, and others.

**Currency:** South African rand (ZAR)

**Climate:** South Africa has a varied climate, ranging from tropical to desert. The coastal areas are generally mild and humid, while the interior is drier and more temperate

**Famous landmarks:** South Africa is home to many famous landmarks, including Table Mountain in Cape Town, Kruger National Park, the Apartheid Museum in Johannesburg, and Robben Island, where Nelson Mandela was imprisoned

**Culture:** South Africa has a rich and diverse cultural heritage, with influences from indigenous African cultures, colonialism, and immigration. Music and dance are important parts of South African culture, with genres like jazz, hip-hop, and traditional African music all thriving.

**Government:** South Africa is a democratic country with a president as the head of state and government. The country has a constitution that guarantees freedom of speech, press, and religion, as well as other civil rights.

**Transportation:** Excellent roads, rail and air facilities (both domestic and international). Public transport in major cities include the Gautrain between Johannesburg and Pretoria, and the Bus Rapid Transport System in major cities.

**Telecommunications:** World-class infrastructure. Internet and Wi-Fi access is widely available. The five mobile (cellular) networks are Vodacom, MTN, Cell C, Telkom Mobile and Virgin Mobile

**Health:** Top-quality public and private healthcare is available throughout the country. Malaria precautions are necessary in some areas.
Travel requirements for South Africa can vary depending on your country of origin, the purpose of your visit, and other factors. Here are some general guidelines:

1. **Visa Requirements:** If you are a citizen of a country that requires a visa to enter South Africa, you will need to apply for one before your trip. You can apply for a visa at the nearest South African embassy or consulate in your country. Alternatively, you can apply for an eVisa online.

2. **Passport:** You will need a valid passport to enter South Africa. Your passport must have at least two blank pages and must be valid for at least six months beyond your intended departure date.

3. **Travel Insurance:** While travel insurance is not a requirement for entry to South Africa, it is highly recommended. Make sure your insurance covers medical expenses, trip cancellation or interruption, and emergency evacuation.

4. **Vaccinations:** Some vaccinations may be recommended or required for travel to South Africa, such as yellow fever. Check with your healthcare provider for the latest recommendations.

5. **Additional Requirements:** Depending on the purpose of your visit, you may need additional documentation, such as a letter of invitation from a business or conference organizer, or proof of accommodation and sufficient funds.

It's important to check the most up-to-date travel requirements and restrictions before you book your trip and leave for South Africa. The South African government regularly updates its travel guidelines, and travel requirements can change quickly.

- [South African visa application form](#)
- [South Africa e-Visa Eligible Countries](#)
- [Visa-exempt countries for South Africa](#)
- [Passport Holders Who Are Exempt From Visas For South Africa](#)
- For more information visit [southafricavisa.com](http://southafricavisa.com)
- **Passport requirements to travel to South Africa**
  To enter South Africa, it is necessary to have a passport with at least 30 days remaining from the intended date of departure. Passports must have two blank pages for entry stamps.
- **Documents you need to travel to South Africa**
  Travelers coming from countries where yellow fever is prevalent need to present a [certificate showing they have been vaccinated](#).
- All passengers entering or departing from South Africa must now complete a declaration form online. Find more information about the [South African Traveller Declaration](#).

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South Africa Airways (SAA) - AASW8 Discounted Flight Booking
Take advantage of our special Discounted Flight Booking using this link [https://www.flysaa.com/events?eventId=AASW&skinId=111054](https://www.flysaa.com/events?eventId=AASW&skinId=111054)
A. Requirements for Travellers arriving from Yellow Fever Risk Countries

1. All travellers over the age of 1 year, arriving into South Africa from a Yellow Fever endemic area are required to produce a valid International Certificate of Vaccination or Prophylaxis against yellow fever.

2. Travellers who are not in possession of a valid certificate of vaccination against yellow fever, may be refused entry or quarantined until their certificate becomes valid or for days

3. Travellers who for medical reasons cannot have a yellow fever vaccine, must be in possession of a signed, valid waiver letter from the travel health practitioner.

4. Travellers who are in possession of a waiver letter will be required to report any fever or other symptoms to a health practitioner and be placed under quarantine surveillance.

List of countries for which a valid yellow fever vaccination certificate is required for entry into South Africa

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B. Management of Repatriation of Human Remains

1. The management and approval for the repatriation of human remains out of the country is the responsibility of port health services.

2. In the event of a foreign national demising in South Africa, the duly appointed funeral undertaker is responsible to communicate with port health and provide all the necessary documentation as per the attached checklist (Annexure A), in order to facilitate the issuing of a permit for the repatriation of the human remains to the home country of the deceased.

3. The contact details for port health is indicated as follows:
   3.1 Deputy Director: Port Health Services
      Ms T Nsele: Cell: 084 411 0508: Email - thandeka.nsele@health.gov.za
Planning air travel into or out of South Africa?
Use the new Traveller Declaration System to declare goods, currency and others.

Follow these 5 easy steps:


2. Complete travel details for personal travel or complete travel details for business travel.

3. Complete details about any currency you will carry with you.

4. Provide details of the possessions you will carry on your trip.

5. Complete the CAPTCHA and submit.

Further correspondence will be sent via email indicating where you should go once at the airport.

#YourTaxMatters
sars.gov.za
Your convenience in attending AASW8 and FARA 9Th General Assembly is very important to us. We have made arrangements with some key players in the South African hospitality sector to ensure you get the best accommodation options and a memorable stay.

It is important to note that the first week of June is a build up towards The Comrades Marathon, held in South Africa. It is the world's largest and oldest ultramarathon race with over 23,000 runners. This is why rooms fill up quickly in June and we encourage you to beat the June Rush by making your hotel reservations now.

We look forward to seeing you in Durban. Beat the June Rush by making your hotel reservations now.

**Southern Sun Hotel**

The Southern Sun Hotel is a 4-star hotel located in Durban, South Africa. It is situated on the Durban beachfront, which is a popular tourist destination. The hotel offers 313 rooms, including suites, which are tastefully decorated and equipped with air conditioning, flat-screen TVs, tea/coffee making facilities, and free Wi-Fi. The rooms also have either city or sea views. The hotel has several amenities, including an outdoor swimming pool, a fitness centre, a spa, a restaurant, bar, coffee shop, a conference centre that can accommodate up to 400 delegates, 24-hour reception, room service, and a shuttle service to and from the airport.

[More Information](#)

**Coastlands Musgrave Hotel**

The Coastlands Musgrave Hotel is a 4-star hotel located in the Musgrave area of Durban, South Africa offering 95 spacious and comfortable elegantly decorated rooms, including suites, with air conditioning, flat-screen TVs, tea/coffee making facilities, and free Wi-Fi. The hotel also has a restaurant, coffee shop, bar, a rooftop swimming pool a fitness centre, a conference centre that can accommodate up to 200 delegates, 24-hour reception, room service, and airport shuttle service.

[More Information](#)

Use Code AASW8/CoastlandMusgrave2023 for a special discount.
Blue Waters Hotel

The Blue Waters Hotel is a 4-star hotel located in Durban, South Africa. It is situated on the Durban Golden Mile, which is a popular tourist destination. The hotel offers 49 Kings, 62 Family, 5 suites, all of which have air conditioning, a flat-screen TV, a mini-fridge, and tea/coffee making facilities. The hotel has a restaurant, cocktail bar, coffee shop, a rooftop pool, a fitness centre, a spa, and a conference centre. It also offers 24-hour reception, room service, and free Wi-Fi throughout the property. More Information Use Code AASW8/BlueWaters for a special discount.

Pavilion Hotel

The Pavilion Hotel in Durban, South Africa, is a 4-star hotel located in the heart of Durban's Golden Mile. It features 112 (20 sharing) modern and stylish rooms that are equipped with air conditioning, flat-screen TVs, and complimentary Wi-Fi. The hotel also has a restaurant that serves international cuisine, as well as a bar coffee shop, a fitness centre, outdoor pool, and 24-hour reception. More Information Use Code AASW8/PAV for a special discount.

Onomo Hotel

Onomo Hotel is a hotel chain with several locations throughout Africa. In South Africa, Onomo has hotels in Cape Town, Durban, and Johannesburg. The hotels are designed to offer affordable accommodation with modern amenities and services. It offers guests air-conditioned rooms with flat-screen TVs, free Wi-Fi, and en-suite bathrooms. The hotel also has meeting rooms, a bar, and a restaurant. More Information Use Code AASW8/Onomo for a special discount.

Belaire Suites

Belaire Suites overlooks the Indian Ocean Durban, South Africa. The hotel features 124 rooms, including standard rooms and suites, all of which are air-conditioned and equipped with modern amenities. The suites have separate lounges and kitchenettes. It offers guests a range of facilities, including a rooftop swimming pool, terrace with ocean views, a fitness centre, and a conference room. The on-site restaurant, Cafe Jiran, serves a variety of dishes. More Information Use Code AASW8/Belaire Suite for a special discount.

Contact the AASW8 Secretariat: aasw8@faraafrica.org
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