



LOGISTICS INFO NOTE

3rd Meeting of the Great Lakes Judicial Cooperation Network,

Uganda

12-13 November 2018

Thank you for joining the 3rd Meeting of the Great Lakes Judicial Cooperation Network, convened by the ICGLR, hosted by the Government of Uganda, and organized by United Nations Office of Drugs and Crime jointly with The Office of Under Secretary General based at the UN Nairobi. Kindly find below detailed information on logistics.

Time and Venue:

- **Time:** The workshop will begin at **8:30am on Monday 12th November 2018** and will end at **6:00pm on Tuesday 13th November 2018**.
- **Reception for Delegates:** This will take place on 12th November 2018 from 19:00 hrs
- **Reception for Civil Society and invited guests:** This will take place on 13th November 2018 from 19:00 hrs
- **Venue:** Speke Resort, Munyonyo

All participants will be entitled to the conference package including (i.e. morning/afternoon tea/coffee and lunch).

Transportation:

- (a) Local Participants: A shuttle will be provided by Speke Resort to and from a designated point in Kampala CBD.
- (b) International participants: UNODC has made available a round-trip flight ticket to delegates to enable them attend the meeting. In addition, airport pick and drop shuttle service has been made available by the hotel. Upon arrival, delegates should locate hotel staff holding a GLJCN banner who will direct

them to the waiting shuttle. Travel itineraries have been shared with the hotel to facilitate timely pick and drop off services. In the event of changes in flight timings kindly contact the undersigned.

Accommodation:

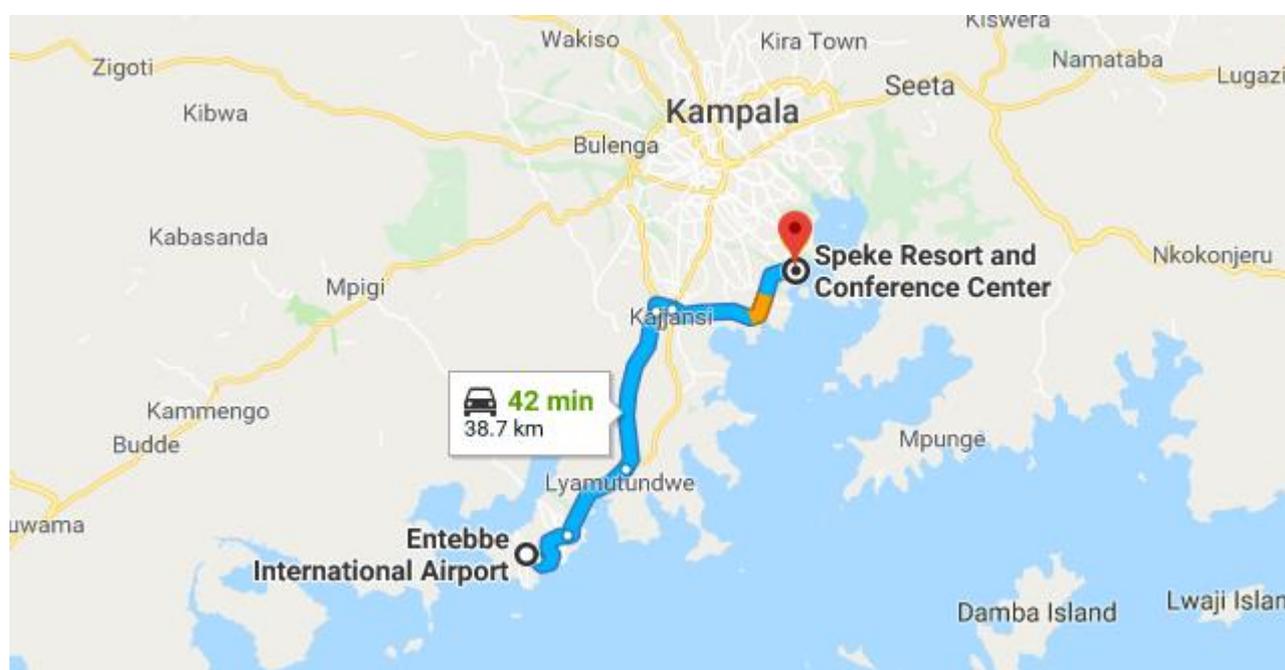
UNODC has made arrangements for half board accommodation at **The Speke Resort Munyonyo (Breakfast and Dinner)** for international and selected participants. The contacts for the hotel are here below;

Telephone Number: +Tel: +256 414 227 111 / +256 417 716 000,

E-Mail (Main): spekeresort@spekeresort.com

E-Mail (Reservations): reservations@spekeresort.com

How to reach the venue:



The hotel is located in Munyonyo 38.7 kms from Entebbe International Airport which is 42 minutes' drive in normal traffic. It's 16.1kms from Kampala.

Daily Subsistence Allowance (DSA):

A Daily Subsistence Allowance and transport reimbursement will be availed to delegates attending the meeting and who are not resident in Uganda. This will be done on 13th November 2018 after the workshop in accordance with the daily attendance sheet which will be circulated during each day of the workshop for participants to sign.

International delegates will be required to submit boarding passes to UNODC officials at the time of disbursing DSA. **Kindly take note that the allowance and reimbursement will not be disbursed without this document.**

Any personal deviation to travel arrangements as provided by UNODC to and from the meeting will be borne solely by the participant including all associated cost.

Visa arrangements

The Government of Uganda has offered through a Note Verbale that all participants who require a visa to enter Uganda, shall receive it on arrival, therefore, you are encouraged to submit your details on line via the e-visa platform on www.immigration.go.ug

Telecommunication Services:

Internet services (WIFI) will be provided within the meeting room free-of-charge.

In addition, the Speke Resort provides local and international telephone services (related costs will be the responsibility of the delegate).

Working Language

The working language of the conference is English. However relevant interpretation services will also be available.

ICGRL/UNODC/OSESG-GL Contacts

Should you require any additional clarification regarding this information note or any administrative/logistical/emergency support while in Uganda, kindly contact:

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