

ADMINISTRATIVE NOTES

THIRD G25 AFRICAN COFFEE SUMMIT

21ST TO 22ND FEBRUARY 2023

DAR ES SALAAM, UNITED

REPUBLIC OF TANZANIA



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1. INTRODUCTION

The third G25 coffee summit 2025 will take place in Dar es Salaam, United Republic of Tanzania and will be hosted by H.E. Samia Suluhu Hassan, President of the United Republic of Tanzania. The Forum will be held from **21st to 22nd February, 2025** at the Julius Nyerere International Convention Centre (JNICC).

The 2025 Summit theme is 'Unlocking employment opportunities for the youth through regeneration of the African coffee industry'. The theme is anchored around building employment opportunities for youth and women through the regeneration of the coffee industry both in production and consumption.

The Government of the United Republic of Tanzania will take the necessary steps to facilitate the arrival and departure of summit participants as well as their stay in Tanzania.

2. REGISTRATION

Participants are informed to register online via <https://www.g25coffeesummit.or.tz/>.

The meeting badges will be collected at the JNICC Venue a day before the summit. Additionally, for security reasons, forum badges must be worn at all times. Loss of a badge should be reported immediately to the registration counter.

3. SUMMIT DOCUMENTS

Be informed that programme and other relevant documents can be accessed through the official website <https://www.g25coffeesummit.or.tz/> and QR code that will be made available on the forum badges and branding materials located around the venue.

4. VISA AND IMMIGRATION REQUIREMENTS

Visas will be issued in accordance with the laws and regulations of the United Republic of Tanzania, details can be found on <https://immigration.go.tz/index.php/immigration-services/visa-information>

For any problems during arrival, you can contact immigration offices via **Mr. Deogratius Polycarp Shirima +255714489815 Email: deopolycarp@gmail.com**.

5. AIRPORTS & ARRIVALS

Julius Nyerere International Airport (JNIA) is the main hub for international flights into Tanzania and all delegates are advised to arrive through this airport. In the event that any participant wishes to use other airports the delegation will be required to use domestic flights to connect into Dar es Salaam.

Arrival of the Heads of State and Government

Heads of States and Heads of delegation will be received upon arrival by a designated Government Minister or Senior Government official.

6. OVERFLIGHT AND LANDING PERMISSIONS

Requests for overflight and landing permits should be submitted to the Ministry of Foreign Affairs and East African Cooperation at least 72 hours before arrival of the aircraft.

7. HEALTH SERVICES

First aid emergency services including ambulances and specialized medical team will be readily available at the Julius Nyerere International Convention Centre. For further medical attention, delegates are advised to seek treatment at one of the following hospitals;

- i. Muhimbili National Hospital: (+255 768 443732)
- ii. Agha Khan Hospital: (+255 782 004001)
- iii. Lugalo Military Hospital

In case of emergency or any medical incidence, delegates are advised to reach out emergency medical personnel: **Tumainiel Macha +255714515993 or email: tumainiel.macha@afya.go.tz.** If you are on medication, kindly be advised to carry enough supply for the duration of your journey.

8. MEDICAL INSURANCE

Kindly be advised that the host country is not responsible for travel and medical insurance. Therefore, every delegate should get insurance coverage in their home countries. The insurance cover is recommended to;

- i. Take effect as soon as you leave your home country or place of reference

9. LOCAL TRANSPORT

Heads of State, VVIPs and Ministers will be provided with full time transport.

10. ACCOMMODATION

The list of recommended hotels with contact details and reservation are available on the third G25 coffee summit's website (<https://www.g25coffeesummit.or.tz/>).

11. LIAISON OFFICERS

A liaison officer shall be assigned to each Head of Delegation of a participating country. The Liaison Officers shall act as a link between the Delegation and the Host Country on all pertinent issues. The list of assigned liaison officers will be communicated in due course.

12. ELECTRIC SUPPLY

The standard electrical current used throughout the United Republic of Tanzania is 240 volts

with a frequency of 50 Hz. The electric plugs and sockets are of the G type. It is recommended that participants bring their own adaptors to comply with the electric current and plugs.



13. LANGUAGE AND SIMULTANEOUS INTERPRETATION

The forum language will be English and French. However, simultaneous interpretation will be provided in Swahili. Details of the full language regimen and relevant channels will be provided during the forum.

14. CURRENCY AND BANKING SERVICES

Currency: The official currency of Tanzania is the Tanzanian Shilling (TZS). Currency exchange services are available at the airport, banks JNICC and Bureau De Change.

Banking Services: Monday - Friday, banking service commence at 08:00 to 16:30 and 09:00 to 13:00 on Saturday. Some banks have branches that are open on Sunday at Mlimani City Mall. Most banks have cash dispensing machines across the city that accept Visa, MasterCard and Cirrus. Similarly, ATMs are available in the airport, banks and shopping malls.

15. SAFETY AND SECURITY

The Government of the United Republic of Tanzania is dedicated to ensuring maximum safety and security for all forum delegates and participants throughout the event. Delegates are advised to understand and comply with various security measures which will be in place during the forum. Kindly be prepared to pass through security checks as you will be accessing the hotels, forum venue and other important places. Furthermore, delegates and participants will be asked to scan their badges QR code when entering/exiting the venue.

The City of Dar Es Salaam where the forum is convened, is one of the safest cities in the region, however Security surveillance will be enhanced during the forum. Therefore, delegates are encouraged to use their leisure time around restaurants, bars, hotels and enjoy night life in the business city of Dar Es Salaam whilst observing necessary safety precautions. In case of any security emergency, please contact the following Officers:

Central Police Contact Person: (Francis Maro ACP, +255675819271 Email: marof3660@gmail.com or 101.)

16. WEATHER AND TIME

Dar es Salaam is located on the eastern coast of the United Republic of Tanzania. The time zone in Dar es Salaam is East Africa Time (GMT+3). The average temperature in September is between 24°C and 33°C

17. TELECOMMUNICATION COMPANIES

Tanzania offers a wide range of options for telecommunication. The following telecommunication companies are available in the country:

- i. Tanzania Telecommunication Company Limited (TTCL)
- ii. Vodacom Tanzania
- iii. Airtel Tanzania
- iv. Tigo Tanzania, and
- v. Halotel

Mobile telephone service providers also do provide a gateway to the internet using GPRS, 5G, 4G and 3G. Cell phone sim cards are widely available. Every SIM card user/buyer is legally required to do registration prior its activation. The cards can easily be registered at purchasing point.

18. BUSINESS AND SHOPPING HOURS

All public offices open at 0730 to 1530 Monday to Friday, while most private offices are open at 0800 to 1700. Also, some of the private offices are open on Saturday from 0800 to 1300.

19. TOURISM

Tanzania is endowed with a variety of tourist attractions categorized into natural, cultural, and man-made resources. The country is the home to 22 National Parks; 24 Game Reserves; 27 Game Controlled Areas; 38 Wildlife Management Areas; 19 Nature Reserves; One Conservation Area; Three Ramsar Sites; more than 125 archaeological sites and historical sites; over 1,400 km of coastline with pristine beaches; three marine parks and 15 marine reserves; three Great Lakes; and the Spice Islands of Zanzibar. For more details kindly visit the website www.tanzaniatourism.go.tz.

20. SUMMIT CONTACT PERSONS.

For further information, pertaining to logistics, please contact:

SUMMIT ORGANIZING TEAM	
Kajiru F. Kisenge – Tanzania Coffee Board	+ 255 757 165 203 Kajiru.francis@coffee.go.tz
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