



INTERNATIONAL TELECOMMUNICATION
UNION Telecommunication Development Bureau
and
Makerere University
School of Computing & Informatics Technology

ITU Centres of Excellence Training Workshop on
Cyber Security :Technologies ,Standards and Operations
For English Speaking countries in Africa Region
18 - 22 April 2011, Kampala, Uganda

INFORMATION NOTE

A. BANK DETAILS

Participants are required to pay workshop fee of **USD 350** or its equivalent in Ugandan Shillings at a rate of 2,300/= to **Standard Chartered Bank Uganda Ltd Speke Road Branch.**

Account Name: Makerere University, Faculty of Computing & IT, Projects

Account Numbers : 8705613457300 – For USD
: 0105613457300 – For Shillings

B. VENUE OF THE WORKSHOP

The workshop will be held from 18th to 22nd April 2011 in Kampala, Uganda at the following address:
Makerere University; School of Computing and Informatics Technology
Plot 56, Makerere University Pool Road

C. COORDINATORS AND FOCAL POINTS

Focal Points

AFRALTI:

Josephine Towett, Head Training Division

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COORDINATORS

MAKERERE

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D. REGISTRATION AND WORKING HOURS

Registration of the participants and distribution of documents will take place in the workshop's venue on Monday 18th April 2011, at 08:30 am. The opening session will start at 09:00 am. And proposed training hours are from 09:00 to 17:30.

PROPOSED ACCOMODATION

Kindly be advised that it is recommended for participants to reserve their hotel accommodations via fax or e-mail, by sending the Hotel Reservation Form (Annex) directly to the hotel chosen, with copy to Ms. Edna Kyobutungi Email: ekyobutungi@cit.mak.ac.ug. Please fill in the Hotel Reservation Form indicating your arrival schedules and return it by 10th April 2011.

E. LIST OF PROPOSED HOTELS

1. Sheraton Hotel

Ternan Avenue
Tel: 256 - 414 – 420000
Fax: 256- 414- 234252
<http://www.starwoodhotels.com/sheraton/property/overview/index.html?propertyID=41>
Rates: USD 195 Superior room, USD 165 Classic room (excludes 18% VAT and USD 2 local tax)
Contact Person: Catherine Atuhaire

2. Grand Imperial Hotel

Nile Avenue
Tel: 256 - 414 – 250681/311048
Fax: 256- 414- 250146
<http://www.imperialhotels.co.ug/>
Rates: USD 100 Standard room (excludes 18% and USD 1 local tax)
Contact Person: Sharon Mirembe

3. Hotel Africana

Plot 2-4 Wampewo Avenue
Tel: 256 - 414 – 777500
Fax: 256- 414- 348090
www.hotelafricana.com
Rates: USD 128 Executive room (Taxes inclusive)
Contact Person: Lucky Nanyagala

4. Fairway Hotel

Plot1/2 Kafu Road

Tel: 256 - 414 – 259571/2
Fax: 256- 414- 234160
www.fairwayhotel.co.ug
Rates: USD 60 Standard room (Taxes inclusive)
Contact Person: Neelesh Patel
(Provides airport transfers)

5. **Makerere University Guest House**

Tel: 256 – 414 – 534169
Fax: 256 – 414 – 531777
E-mail: guesthouse@projects.mak.ac.ug
Rates: USD 38 Standard room (prefer payments in Ugandan Shillings)
Contact Person: Stephen Shopi

Note:

1. All the above hotels provide Bed and Breakfast
2. Fairway Hotel provides free airport transfers

Please ensure that your hotel accommodation is booked and confirmed at the earliest.

F. VISA FORMALITIES

To enter in Uganda one requires a valid passport, an invitation letter from the hosts (where entry visa is required) and an international certificate of vaccination. Delegates are advised to check at the Uganda Embassy in their respective countries to establish whether they require visas to enter Uganda.

Participants are advised to contact their travel agencies to advise in cases where there is no Embassy or Consulate of Uganda in their country.

G. DETAILS OF ARRIVAL AND TRANSPORT

In order to arrange for transportation to the hotels and workshop venue, delegates are requested to send flight details and their hotel preferences, **at least two weeks before the workshop**, to Ms. Edna Kyobutungi (ekyobutungi@cit.mak.ac.ug)

MAKERERE will provide transportation from the hotels above mentioned only to the workshop venue and vice versa.

H. OTHERS

Airport Transfer

To be arranged with hotels.

Currency

Uganda unit of currency is shillings; 1USD is equivalent to 2,300 Shillings. This rate should be considered an estimate. Banks are generally open from 0900hrs to 1500hrs on weekdays and on Saturdays 0900 -1200hrs. Exchange Bureaus are generally open from 0930 hrs -1630hrs on weekdays. All major credit cards are widely accepted

Electrical appliances

The voltage in UGANDA is 240 volts. Hotels may have a 110 -120 volt outlet for shavers.

Water

It is safe to drink bottled water in KAMPALA