

# TOWARDS ENHANCED PARLIAMENTARY ACTION TO COMBAT THE TRAFFICKING OF CHILDREN FOR PURPOSES OF LABOUR EXPLOITATION IN WEST AND CENTRAL AFRICA

Regional Conference organized jointly by the National Assembly of Benin, the Sahel and West Africa Club (SWAC/OECD) and the Inter-Parliamentary Union (IPU)

*Cotonou, 26-28 May 2010*

*International Conference Centre (ICC)*



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## 1. REGISTRATION

Parliaments are invited to communicate the composition of their delegation as soon as possible, and no later than **14 May 2010**, using the attached registration form to the following addresses:

### Mr. René Koto Sounon

Deputy Secretary General  
National Assembly  
01 BP 371 Porto-Novo  
Tel.: ++229 20 21 42 77/ 97 22 58 07/ 95 49 58 08  
Fax: ++229 20 215161  
e-mail: [kotsoun@yahoo.fr](mailto:kotsoun@yahoo.fr)

### IPU Secretariat

Chemin du Pommier, 5  
CP 330  
1218 Grand-Saconnex  
Tel: ++4122 919 41 50  
Fax: ++4122 919 41 60  
e-mail: [postbox@mail.ipu.org](mailto:postbox@mail.ipu.org)

## 2. ACCOMMODATION

Temporary bookings have been made by the National Assembly of Benin in the hotels below. Participants are kindly asked to complete the hotel reservation form and return it as soon as possible, and no later than **14 May 2010**.

Reservations received after that date cannot be guaranteed and will depend on room availability. Requests for hotel reservations will be treated on a first-come-first-served basis. Participants will be responsible for settling their bill directly with the hotel concerned.

HOTEL	TYPE DE ROOM		SPECIAL RATE FOR NATIONAL ASSEMBLY OF BENIN
<b>Benin Marina HOTEL</b> ★★ ★★ Tel: ++229 21 300 100 Fax: ++229 21 308 325 e-mail: <a href="mailto:reservation@benin-marina-hotel.com">reservation@benin-marina-hotel.com</a> Website: <a href="http://www.benin-marina-hotel.com">www.benin-marina-hotel.com</a>	City view		72 000 F CFA
	Sea view		85 000 F CFA
	Bungalow		155 000 F CFA
	Ministerial suite		246 000 F CFA
	Presidential suite		356 000 F CFA
<b>Inclusive of all taxes. Breakfast included. Internet access is room free of charge.</b>			
<b>NOVOTEL</b> ★★ ★ Reservations Tel: ++229 21 30 56 70 Fax: ++229 21 30 97 21 e-mail: <a href="mailto:h1826-re@accor.com">h1826-re@accor.com</a>	Standard room	Single	81 000 F CFA
		Double	90 000 F CFA
	Suite	Single	150 000 F CFA
		Double	
<b>Tax on one night at 500 F CFA per night with breakfast included</b>			
<b>HOTEL DU PORT</b> ★★ ★ Tel.: ++229 21 31 44 43/ 21 31 44 44/ 21 31 00 10 Fax: ++229 21 31 43 26 e-mail : <a href="mailto:hotelduportcotonou@yahoo.fr">hotelduportcotonou@yahoo.fr</a>	Standard room 2 <sup>nd</sup> category	Double	38 600 F CFA
		Single	44 200 F CFA
	Standard room 1 <sup>st</sup> category	Double	43 100 F CFA
		Single	49 700 F CFA
	Bungalow	Double	46 600 F CFA
		Single	54 200 F CFA
Family suite		72 000 F CFA	

**Tax on one night at 500 F CFA per night not included**

<b>HOTEL IBIS</b> ★★ 08 BP 0929 Tri Postal Cotonou Tel.: ++229 21 30 56 77 Fax: ++229 21 30 56 78	Room	single	56 000 F CFA
		double	62 000 F CFA

**3. AIRLINES**

Delegates can arrive in Cotonou from several African or European capitals. For further information, they are kindly asked to contact their airline or travel agency. See a list of some airlines that fly to Cotonou below:

AIRLINE	CONTACT NOS.
Air France	++229 21 301815/ 21 300753/ 21 303131
Kenya Airways	++229 21 316332/ 21316371
Gabon Airlines	++229 21 3163301
Air Mali	++229 21 313828/ 21 316332
Air Ivoire	++229 21 318614
Air Sénégal	++229 21 301684/ 21 301706
Inter Air	++229 21 314637
CEIBA Intercontinental	
Air Tahiti Nui	

**4. ARRIVAL AND DEPARTURE**

In order to facilitate the welcome service at the Bernadin Gantin International Airport, all participants are asked to provide the details of their arrival and departure (date, time, flight no., etc.) on the hotel reservation form.

A welcome service will be set up at the airport from **22 to 25 May 2010**. This service will provide assistance for formalities and transfers from the airport to the hotels. It will also handle transfers from the hotels to the airport at the end of the Conference.

**5. VISAS**

In cases where a visa is required for entry into Benin, one will be issued to delegates free of charge by the diplomatic or consular representations of Benin.

Exceptionally, visas can be issued to delegates upon their arrival at the Cotonou International Airport in cases where there is no diplomatic or consular representation of Benin in their country. Delegates are kindly asked to communicate to the Conference Organizing Committee, at least two weeks before they arrive in Benin, their passport number and type, flight number and date and time of arrival in Cotonou.

**6. VACCINES AND HEALTH**

Delegates will be required to present a vaccination certificate upon entering the country. Participants are also advised to take precautions against malaria. Please seek the advice of your medical physician concerning vaccines.

During the Conference, a first aid medical service will be provided. Any other medical services or treatment will be at the participants' expense.

## **7. LUGGAGE TAGS AND STICKERS**

A special service will be entrusted with handling participants' luggage.

## **8. REGISTRATION AND INFORMATION OFFICE**

A registration and information office will be available to participants during the Conference from **22 to 25 May 2010**. It will be open from 8 a.m. to 12.30 p.m. and from 3 to 5.30 p.m. Participants are invited to register with this office as soon as they arrive. They will be provided with an identity badge and any other information related to the Conference that they may require. It will also receive messages and deliver mail.

## **9. SECURITY**

All necessary security arrangements will be made by the authorities of Benin. Participants are kindly asked to wear their identity badges during the meetings and at all official events during the Conference.

## **10. WEATHER CONDITIONS**

During February, temperatures in Cotonou vary between 28 and 33°C.

## **11. CURRENCY AND EXCHANGE**

The CFA franc is the local currency of Benin. It is pegged to the Euro. As at 15 December 2009, 1Euro = 653 F CFA and US\$ 1= 449 F CFA. Please be advised that exchange rates may fluctuate.

Participants will have access to commercial banks and a bureau de change set up especially for the Conference. They are advised to carry travellers' cheques or hard currency in cash.

## **12. TRANSPORT**

A shuttle service will be provided for participants from the Bernadin Gantin International Airport to their respective hotels. Transport will also be provided between the hotels, the Conference venue and other places where official receptions will be held.

## **13. PRESS SERVICE**

A press service will be set up in the various Conference working areas and will be responsible for media relations with national and international printed press, radio and TV. Journalists wishing to cover the Conference are invited to obtain accreditation from the National Assembly.

Contact no.: ++229 900 472 31/97312247

## **14. OTHER SERVICES**

The following services will be available to participants:

- Post Office
- Bank/Bureau de change
- Travel agency
- International telephone and fax service at the participants' expense
- First aid
- Restaurant, cafeteria and bar

## 15. MAIL AND MESSAGES FOR PARTICIPANTS

During the Conference, any correspondence addressed to participants must bear the following information:

Name of addressee  
 Name of delegation  
 IPU - National Assembly of Benin Conference  
 National Assembly  
 Cotonou - Benin

Urgent messages can be conveyed during the Conference by telephone, fax or e-mail. These details will be provided at a later date.

## 16. RECEPTIONS AND OFFICIAL SOCIAL EVENTS

The Conference Inaugural Ceremony will be held on 26 May 2010 at the International Conference Centre (CIC) in Cotonou.

Invitations and the programme of receptions and other official social events will be provided with the set of Conference documents.

## 17. RECOMMENDED RESTAURANTS COTONOU

Specialty	Name of restaurant or <i>Maquis</i>	Tel. no.
	Bella Vida	++229 90 909512/ 93863441
	<i>Maquis la Résidence</i>	
	O' Grill	
	Maquis PILI PILI	
	EDELWEISS	

## 18. LIST OF DIPLOMATIC REPRESENTATIONS

NO.	COUNTRY	CONTACT INFO.
1	Central African Republic	++229 21315853
2	Mauritania	++229 21323982
3	Chad	++229 21332956
4	Angola (Liaison Office)	++229 21302147/21303809
5	Democratic Republic of the Congo	++229 21308171/21309178/21309179/21309180
6	Ghana	++229 21300746/21300563/21306280/21306839/ 21309250
7	Niger	++229 97872185/21314030/21315665

8	Nigeria	++229 21301721/21301142/21301879/21301160
9	Senegal	-
10	Togo	++229 21318053/21318054
11	Switzerland	++ 229 21300578/21300806/21306194
12	United States of America	++229 21300670/21300854/21303348/21303550/ 21304651/21306682//21307050/21307337/2130778 4/21300650
13	Belgium	+229 21303879/21303870/21301875
14	Germany	++229 21312967/21312968/21315451
15	Brazil	++229 21305527/21305516/21305518/21305549
16	China	++229 21301292/20306171/21306197
17	Canadian Cooperation Office	++229 21302479
18	Democratic People's Republic of Korea	++229 21309540
19	Delegation of the European Commission	++229 21312617
20	Egypt	++229 21300842
21	France	++229 21306690/21312638/21300824/21300225/
22	Haiti	++229 21309762/21305260/21300252
23	Libya	++229 21300452/ 21300421
24	Order of Malta	++229 21331141/ 21337399
25	Netherlands	++229 21302153/21300439/21302139
26	Bolivarian Republic of Venezuela	++229 21-30-23-88
27	Russian Federation	++229 21-31-28-34/21312835
28	Denmark	++229 21300234/21301206/21303860
29	Canada	++229 21302136/21302145