

## FREQUENTLY ASKED QUESTIONS

### Review Conference 31 May – 11 June 2010 Kampala, Uganda

#### 1. Visa

Information is available on Government of Uganda website:  
<http://www.iccuganda2010.ug/index.php?page=visa-informaton>

**Q:** *Do I need visa to enter Uganda as a Review Conference participant?*

**A:** A visa to Uganda is issued at any of the Uganda Diplomatic Missions Abroad and entry points. All countries that require visas for Uganda are also visa-prone in Uganda. Nationals of the countries listed below are exempted from visa requirements for travel to Uganda. They do, however, need to have a current passport issued by their respective countries.

Certain COMESA member states and all East African Community member states: Burundi, Comoros, Eritrea, Kenya, Malawi, Mauritius, Madagascar, Rwanda, Seychelles, Swaziland, Tanzania, Zambia and Zimbabwe.

Others exempted are: Antigua & Barbuda, The Bahamas, Barbados, Belize, Fiji, Gambia, Grenada, Jamaica, Lesotho, Malta, Sierra Leone, Singapore, Solomon Islands St Vincent & the Grenadines, Tonga, Vanuatu, Italy (diplomatic passport holders only) and Cyprus.

**Q:** *What do I need to apply for visa?*

- A:**
1. One duly filled application form by each applicant
  2. Every section of the application form must be completed. Incomplete forms will not be processed.
  3. Two passport size photographs
  4. Original Passport valid past the date of your expected departure from Uganda.
  5. Letter of invitation/introduction, if travelling on business
  6. Applicants may be requested to submit additional supporting documentation.

**Q:** *Is there a fee for visa?*

**A:** No, the Government of Uganda has waived visa fees for all participants at the Review Conference. Participants from those countries where Uganda has diplomatic presence are advised to obtain visas from the respective embassies/high commissions or consulates. For those countries where Uganda does not have diplomatic presence, visas may be obtained upon arrival at Entebbe International Airport at designated counters. Delegates are advised to carry with them evidence of accreditation or an invitation by the Secretariat of the Assembly of States Parties.

The visa enables the holder to proceed to a port of entry where he/she must comply with the laws and regulations governing the admission of persons to the Republic of Uganda.

**Q:** *How long does it take to obtain visa?*

**A:** Please allow at least 2 business days for processing of visa of your local Ugandan Consulate

**Q:** *What happens if I fail to obtain a valid visa?*

**A:** The Government of Uganda will be issuing visas upon arrival at the airport, where there would a desk set up to receive the ICC participants.

## **2. Vaccination**

Information is available on Government of Uganda website:  
<http://www.iccuganda2010.ug/index.php?page=health-information>

**Q:** *Do I need a vaccination?*

**A:** Delegates are advised to take appropriate preventive health measures for travel to the tropics. An immunization certificate against Yellow Fever is not mandatory but advisable.

## **3. Registration**

**Q:** *Do I need to register for the Review Conference?*

**A:** Yes, every individual attending the Conference must register. You must fill out the registration form and email it digitally to the Secretariat of the Assembly of States Parties. Your information will be conveyed to the Government of Uganda who will then proceed to issue a "live" badge.

Please find the registration form at:

<http://www.icc-cpi.int/Menus/ASP/ReviewConference/Review+Conference.htm#registration>

## **4. Issuance of badges**

Information is available on Government of Uganda website:  
<http://www.iccuganda2010.ug/index.php?page=registration>

**Q:** *Where do I get my badge?*

**A:** There are three places:

International participants

1. Pass & ID Office at the Mosa Court Apartments: This office will be opened on Friday, Saturday and Sunday, 28, 29, 30 and 31 May, on a 24-hour basis for accreditation of international participants.

Address: Mosa Court Apartments, Plot 12 Shimon Road, Kampala. (located in the hotel district of Kampala, between the Sheraton Hotel and the Imperial Royale Hotel)

2. Pass & ID Office at the Munyonyo Commonwealth Resort is open exclusively for international delegates and participants staying at Muyunyo Resort, on a 24-hour basis. This office will remain open until the end of the Conference.

For local participants and local NGOs

3. Pass and ID Office at MFA: Only. This office has been open.  
Address: Ministry of Foreign Affairs, Plot 2/AB Apollo Kaggwa Road, Kampala.

As of 1 June, local participants and local NGOs may get their badge at Munyonyo Resort.

**5. Transportation**

Information is available on Government of Uganda website:

<http://www.iccuganda2010.ug/index.php?page=travel-information>

**Q:** *How do I get to from the airport to my hotel and from my hotel to Munyonyo Commonwealth Resort?*

- A:**
1. From the airport to the hotel: Accredited delegates and participants will have transport provided from Entebbe International Airport to their hotels. Completing the registration forms from the SASP is crucial as GoU will then know arrival times and hotels where delegates will be staying.
  2. From the designated pick up points\* to the conference venue at Munyonyo Commonwealth Resort and back:  
Time schedules to Munyonyo: 7:30 am and 9:00 am  
Time schedules from Munyonyo: 6:45 pm and 9:00 pm

In addition, there will also be one shuttle leaving at 12.00 noon from Imperial Royale to Munyonyo and returning to the city centre at 2.00 pm.

The Government of Uganda shall not be responsible for any costs arising out of the transport arrangements for delegates outside those mentioned above.

\*Designated pick up points are: Imperial Royale Hotel (will also incl. Serena Hotel which is on the opposite side), Sheraton Hotel (will incl. Imperial Hotel , Fangfang Hotel and Speke hotel), Hotel Africana, and Protea Hotel (will incl. Metropole hotel which is opposite side).

## 6. Money/Money Exchange

Information is available on Government of Uganda website:  
<http://www.iccganda2010.ug/index.php?page=forex>

**Q:** *Where can I exchange money and what is the exchange rate?*

**A:** Most international currencies are convertible to Uganda Shillings (UGX) at banks and exchange bureaus. Below is a guide of exchange rates as at May 2010:

1USD = 2,200 (UGX)

1€ = 2,650 (UGX)

1£ = 3,100 (UGX)

Commercial banking and Bureau de Change services are available at the Departures and Arrivals level at Entebbe International Airport. Delegates could make use of this facility to convert their home country currencies into Uganda shillings.

Banks/Forex bureaus located at the airport include Norfrax Forex Bureau (24 hrs service), Orient Bank (0830 - 1200 hrs), Jetset Forex Bureau (24 hr service) and Stanbic Bank (0830 - 1500 hrs (Mon.-Fri)). Bureau de Change services are also available on virtually every street in Kampala.

Delegates are advised to carry Traveller's Cheques instead of large sums of cash. However, payment in hotels can be made by cash, credit cards or traveler's cheques depending on the hotel. Visa, Diners, American Express & Master Card are accepted. ***Please note that hotels and forex bureaus don't accept US dollar bills issued in 1996 or the preceding years.***

**Q:** *Is an ATM available at the Munyonyo Commonwealth Resort?*

**A:** There is an ATM machine at Munyonyo operated by Crane Bank Ltd. The machine accepts VISA cards only. Additionally, you can withdraw cash at the airport, where there are several ATM machines after passing customs. Persons arriving at the VIP lounge would need to go down one floor.

## 7. Photocopies

**Q:** *Where can I make photocopies?*

**A:** There are two places:

1. Lower level of the Munyonyo Commonwealth Resort building A (available to delegates and CICC)
2. Business Center located at Munyonyo Commonwealth Resort building C.

There will be charge for copying at both venues. The photocopiers are managed by the Munyonyo Commonwealth Hotel and the rates are those set by the hotel.

## **8. Viewing of proceedings**

*Q: Where can I view live proceedings taking place in the Speke Ball Room if I am unable to gain access into the conference room?*

**A:** The viewing screens will be placed in the Victoria Ball Room (Munyonyo Commonwealth Resort B), Albert (Munyonyo Commonwealth Resort B), Commonwealth Banquet Hall (Munyonyo Commonwealth Resort C).

## **9. Mobile phones**

*Q: Where can I purchase the mobile phone?*

**A:** At the Entebbe airport, immediately before you exit the terminal you can find a couple of kiosks where they sell the. Approximate costs: \$35.

*Q: Where can I purchase a SIM card and how can I refill my airtime minutes?*

**A:** Telephone SIM cards can be purchased from the Business Center at the Munyonyo Commonwealth Resort C. There are six different telephone companies in Uganda: MTN, Zain, Warid, UTL, Smile and Orange. The SIM card costs 4,000 UGX. The minimum airtime you may purchase at the reception of the MCR is 10,000 UGX (5 USD). You may purchase cards from outside the resort for a minimum of 5,000 UGX (2.5 USD). 10,000 UGX corresponds to 18 minutes of local calls.

## **10. Access cards for the plenary sessions**

*Q: What are the seating arrangements for the first two days of the conference in the main conference room?*

**A:** Special access cards will be distributed to each delegation for the first two days of the Conference according to their allocated number of seats, due to the seating limitations in the main conference room. All States will be provided with four seats and non-States Parties with two seats. When a State's representative gets his or her badge issued by the Government of Uganda, he/she will be able to pick up the total number of special access cards for his/her delegation.

This will thus take place either at the Mosa Court Apartments, Plot 12 Shimon Road, Kampala (located in the hotel district of Kampala, between the Sheraton Hotel and the Imperial Royale Hotel) or at Munyonyo Resort.

All States Parties will be provided four seats and non-States Parties two seats. All delegations should make the necessary internal arrangements especially for the opening session of the Conference. Other members of the delegations may follow the proceedings via the overflow rooms located nearby.

The information on distribution of access cards will be provided shortly. For any additional questions, please contact Mr. Serban Coman Enescu, Uganda Mobile: +256 787-105-815, Email: serbancomanenescu@hotmail.com

## 11. Special Evening on Justice

**Q:** *When and where will the "Special Evening on Justice" take place?*

**A:** "Special Evening on Justice" will take place on 30 May 2010 at the Commonwealth Banquet Hall (MCR C). The event will be co-hosted by the Board of Directors of the Trust Fund for Victims and the Cinema for Peace Foundation with the support of the Assembly of States Parties, to which **all Heads of Delegations** have been invited. RSVP by Wednesday, 26 May 2010 via email at [info@cinemaforpeace.com](mailto:info@cinemaforpeace.com) or phone: +49 30 76 77 525 14.

## 12. State dinner

**Q:** *What is the transportation arrangement for the State dinner on Mon. 31 May?*

**A:** The pick up from the Munyonyo Commonwealth Resort will be at 6:30 p.m. The cocktail reception will start at 7:30 p.m., while the dinner is scheduled for 8:00 p.m.

## 13. Most important contact information

### **Munyonyo Commonwealth Resort**

Tel.: +256 417-716-000 or +256 417-716-200  
Fax: +256 417-716-350 or +256 417-716-351  
Email: [info@munyonyocommonwealth.com](mailto:info@munyonyocommonwealth.com)  
Web: [www.munyonyocommonwealth.com](http://www.munyonyocommonwealth.com)

### **Government of Uganda focal points**

#### ICC Review Conference Deployment Of Protocol Officers

Chief of Protocol	Amb. Vasta Rwankote	+256 775-868-748
Deputy Chief of Protocol	Mr. John Nuwamanya	+256 773-077-195
Coordinator	Mr. Innocent Q.Opio	+256 772-511-899

#### Protocol Officers For VVIPs

UN Secretary General	Mr. Brian Mwanika	+256 772-868-731
President of ASP	Ms. Martha Okumu Ringa	+256 776-422-877
President of the ICC	Ms. Sarah Nakamya	+256 772-620-454
Former UN Secretary General	Mr. Joshua Kalebo	+256 712-195-913
ICC Chief Prosecutor	Ms. Anne Nyakato	+256 712-953-027

#### VIP Protocol Officers

Eastern Europe	Mr. Shadraque Wasike	+256 772-826-255
Africa	Mr. Alex Kwitonda	+256 772-826 255
Africa	Mr. Mutongole Abdurahman	+256 772-924-620
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Western Europe	Mr. Aggrey Dhamuzungu	+256 712-727-385

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Asia	Ms. Asimwe Judith	

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Mr. Lubega Leonard	+256 702-629-132
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Munyonyo Accommodation

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Mr. Mugimba Robert	+256 752-222-213

Conference

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Ms. Lydia Nababi	+256 772-403-674

Flags / Accreditation

Mr. Twaha Magara	+256 772-594-096
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Issuance of badges MFA and MR

Ms. Caro Kanya	+256 772-562-948 (MFA)
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Visa clerks

Mr. John Nuwagira	+256 772-546-799 (Directorate of Immigration and Citizenship)
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Registration clerks

Mr. Denis Byaruhanga	+256 772-501-580 (Ministry of Justice and Constitutional Affairs)
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Reception desk and VIP Lounge at Entebbe airport

Ms. Bart Kawooya	+256 775-079-10 (MFA)
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Transportation (Entebbe-central Kampala, Entebbe-MR, MR-central Kampala, central Kampala-MR)

Mr. Francis Keeya	+256 772-443-488 (Ministry of Works and Transport)
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Transportation (MR-football match, football match-MR)

Mr. Edward Pleeth +256 787-638-623 (No Peace Without Justice)

**Secretariat of the Assembly (SASP) focal points**

Logistical issues

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