



## **ADMINISTRATIVE ARRANGEMENTS NOTE**

### **IORA HIGH LEVEL STRATEGIC DIALOGUE**

#### **IORA 25'S YEARS – REFLECTION, REVIEW AND RENEWAL**

**InterContinental Mauritius Resort, Balaclava Fort**

**MAURITIUS**

**20-22 June 2023**

Dear Delegate,

The co-host, South Africa and the Secretary General of IORA, are looking forward to welcoming you to the *IORA High-Level Strategic Dialogue on IORA's 25-Years – Reflection, Review* which will be held in Mauritius from 20 to 22 June 2023.

Please find below information related to the logistics and administrative arrangements for the Dialogue. Should you have any enquiries, please do not hesitate to contact the Secretariat on [events@iora.int](mailto:events@iora.int) or through your delegation's liaison officer (who will get in contact with you after you register). The Liaison officer will assist delegation participation in the meeting and provide logistical assistance.

East African delegations also attending the side event *Africa's Response to IORA's Outlook on the Indo-Pacific* on 23-24 June will receive a note to advise of administration arrangements. This event will be held at the same location as the Dialogue with similar arrangements for accommodation and provision of hospitality.

#### **1. Venue**

The conference venue is the InterContinental Hotel and Resort in Balaclava, which is, located in the northwest of Mauritius. The dialogue will be held from 9am Tuesday 20 June 2023 to 12.30pm on Thursday 22 June 2023. Participants should arrive on 19 June and can depart from the afternoon of 22 June.

#### **2. Delegate Registration**

IORA National Focal Points in Member State and Dialogue Partner Ministries of Foreign Affairs are invited to nominate up to two delegates each and advise the secretariat of the names of delegates by 1 June 2023 and request they also register online for the event by 1 June 2023.

IORA Special Agencies, the Fisheries Support Unit (FSU) and the Regional Centre for Science and Technology Transfer (RCSTT) are invited to register two delegates each and advise the secretariat of the names of delegates and request they also register online for the event.

Selected Indian Ocean Rim Business Forum Members, including the Bangladesh Chair and incoming Sri Lankan Chair, are invited to register.

Selected Academics invited by IORA are invited to register.

**Registration is required by 1 June 2023 via this link: [Microsoft Forms](#).** Please note registration will require a copy of the delegate's passport.

### **3. Local Hospitality – Accommodation, meals and local transportation**

Local hospitality will be provided for:

1. All Member States' Heads of Delegation
2. Heads of Delegation of IORA Special Agencies, namely the FSU and the RCSTT.
3. Selected IORBF members including the Bangladesh Chair and incoming Sri Lankan Chair.
4. Academics invited by IORA.
5. An additional delegate from Sri Lanka as incoming Chair.

Local hospitality includes:

- Airport transfers (by private car, taxi or minibus).
- Hotel accommodation from 19 June to either 22 or 23 June (depending on departure).
- Selected meals. This includes dinner on 19 June, all meals between 20-21 June (including the Gala Dinner) and breakfast and lunch on 22 June.

Local hospitality does not include:

- Extensions of stay
- Accommodation requested after the 1 June 2023 cut off.
- Additional food and beverages including minibars.

**To accept local hospitality delegates must advise the secretariat by 1 June 2023.**

### **4. Full Hospitality - Local hospitality plus international travel**

Full hospitality includes international economy air travel in addition to local hospitality.

Flights will be booked so that participants arrive on 19 June and can depart from the afternoon of 22 June or 23 June according to flight availability.

Full hospitality will be provided for:

1. The Head of Delegation of IORA Member States only for LDCs and SIDS namely: Bangladesh, Comoros, Madagascar; Maldives, Mozambique, Seychelles, Somalia, Sri Lanka, Tanzania, and Yemen.
2. Heads of Delegation of IORA Special Agencies FSU and the RCSTT.

3. Selected IORBF members including the Bangladesh Chair and incoming Sri Lankan Chair
4. Academics invited by IORA.
5. An additional delegate from Sri Lanka as incoming Chair.

To accept full hospitality delegates must advise the secretariat by completing the attached form at Appendix A by 1 June 2023. This is necessary to allow sufficient time to make travel bookings.

## 5. Self-funded Delegates

All other delegates travel and accommodation and selected meals and transport needs to be self-funded and organised.

Participants should arrive on 19 June and can depart on the afternoon of 22 June from 12.30pm. The international airport is approximately 1 hour and 15 minutes' drive from the Dialogue venue.

Delegates are encouraged to book their accommodation at the InterContinental Hotel and Resort at Balaclava for ease of logistical arrangements.

A special rate of Rs 12,500 has been negotiated for delegates for bookings made prior to 7 June 2023 when booking through [InterContinental Mauritius](#) using the code **ICMIOR23**.

Name of Hotel	Address of Hotel	Room Type	Rate per night	Approx. Rate in USD (Half Board)
InterContinental Hotels and Resort	Fort Coastal Road, MU, Balaclava 21306	Standard room	Rs 12,500	\$265

An alternate list of hotels in the vicinity of the venue of the Workshop is attached at *Appendix B*. If delegates choose to stay at these venues, the Liaison Officer may assist in providing local transport support to attend official events.

## 6. Dietary Requirements

Delegates are requested to submit dietary requirements of delegates on the Registration Form.

## 7. Transportation

Airport transfers to Intercontinental Hotel and Resort on arrival and departure will be provided for delegates.

## 8. Entry Visas Procedure

Mauritius Immigration regulations require that all delegates be in possession of a valid passport (6 months' validity) and a return ticket. **Facilities for delivery of Visa on arrival will be made available to participants at the Sir Seewoosagur Ramgoolam International Airport, Mauritius, provided that full particulars such as name, passport number and flight details are communicated to the IORA Secretariat by 13 June 2023 at the latest.**

Please note that the Mauritius Immigration Regulations require that Nationals of **Bangladesh, Somalia** and **Yemen** secure a visa before travelling to Mauritius. Delegates coming from countries which require visas prior to their travel to Mauritius should contact the relevant Embassy / Consulate of Mauritius at the soonest for necessary arrangements. You may wish to visit the following web link for additional information:  
[https://passport.govmu.org/passport/?page\\_id=620](https://passport.govmu.org/passport/?page_id=620)

Information regarding visa requirements can be obtained on the website of the Passport and Immigration Office (PIO) of Mauritius on the following web link:  
[https://passport.govmu.org/passport/?page\\_id=605](https://passport.govmu.org/passport/?page_id=605)

Further information on Visas can be obtained from Mauritian diplomatic missions or through the following link:

<http://foreign.govmu.org/English/Pages/Embassies%20and%20Consulates/Mauritius-Embassies--Consulates-Abroad.aspx>.

<http://passport.govmu.org/English/Passport%20and%20Visa%20Requirement%20in%20Mauritius/Pages/Visa-Requirements-in-Mauritius.aspx>

Please be reminded that Mauritius has strict customs and quarantine regulations (see contact details below for more information).

<http://www.mra.mu/index.php/12-home/import-export-others/91-import-restrictions>

<http://agriculture.govmu.org/English/Documents/Division%20of%20Veterinary%20%20Services/Importation%20of%20pet%20animals%20-DVS.pdf>

## 9. Attire and language during the Dialogue

Smart Casual attire suitable for the warm climate is suggested for the meeting. English will be the main working language.

## 10. Gala Dinner

A Gala Dinner will be held at the Intercontinental Hotel and Resort on Tuesday 20 June 2023 at 7pm beach front. The dress code is semi-formal/national dress. Comfortable shoes are encouraged.

## 11. Medical requirements

Valid yellow fever vaccination certificates are mandatory for delegates travelling from or through countries at risk. Delegates must have medical insurance cover to cater for major ailments or medical requirements.

COVID-19 - Participants do not need to be vaccinated to travel to Mauritius. Entry requirements are the same regardless of vaccination status. It is also to be noted that participants do not need to undertake a COVID-19 test prior departure to Mauritius or upon arrival in Mauritius. There is also no longer a self-isolation requirement in place to visit the island.

Prior to travel, it is recommended that all travellers fill out the Mauritius All in One travel form, which can be accessed via the link <https://safemauritius.govmu.org/>

A PDF document with a QR Code will be generated. If you have not filled out the All-in-One travel form, foreign nationals must fill out an Immigration Disembarkation Card on arrival at the airport.

For any query or additional information, please contact the Ministry of Health and Wellness on Tel. No. (230) 201 2175 or by email on [moh@govmu.org](mailto:moh@govmu.org).

## **12. Other Information**

### **No Print services.**

No copy services will be provided for the sustainability of the planet and the waste management.

### **Language in Mauritius**

English is the official language; French is extensively used and Mauritian Creole ('Kreol Morisien') is widely spoken. Asian languages also form part of the linguistic mosaic.

### **Weather and climate**

In Mauritius, the winter months extend from June to September and coastal temperatures range between 18°C and 24°C.

### **Banking and Currency**

There are a number of international and local commercial banks in Mauritius with branches in Port Louis and elsewhere.

Exchange of currency can be completed at the airport upon arrival.

The Banking hours are from 9 am to 4 pm on Monday to Friday. ATMs accepting international debit and credit cards are available throughout the island. Information regarding currency exchange rates is available on the website of the Bank of Mauritius at: <http://www.bom.mu>.

Major Credit Cards and Travelers' Cheques are accepted by most hotels, restaurants and shops.

**Time Zone**

Time is uniform throughout Mauritius and is 4 hours ahead of the GMT.

**Business Hours**

Public Offices and major businesses are generally open from 8.45 am to 4 pm from Monday to Friday.

**Electricity**

For delegates wishing to use personal laptops, please note that electricity power supply is 220 volts, 50 Hz and electrical sockets are usually of British Standard type 3 pin.

Adequate power connections will be provided in the conference venue to allow delegates to recharge their notebooks/laptops when needed.

**Taxis**

All main hotels provide reliable taxi services.



## International Travel Details

**Only required for delegates receiving full hospitality**

**Must be sent to [events@iora.int](mailto:events@iora.int) before 1 June 2023**

<b>Full Name Traveller:</b>	
<b>Passport Number:</b>	
<b>Passport Expiration Date:</b>	
<b>Scanned copy of passport attached</b>	Yes
<b>Mobile number for the Traveller</b>	
<b>Email address of Traveller</b>	
<b>City and Country of Departure/return:</b>	
<b>Flight Class:</b>	Economy
<b>Special Requirements:</b>	NB: Flights will be booked arriving 19 June and departing from the afternoon of June 22 unless otherwise advised
<b>Contact number of person organising travel</b>	
<b>Contact email of person organising travel</b>	

**Appendix B**

**List of Hotels in the vicinity of the Venue**

<b>Hotel</b>	<b>Address/ Web Address</b>	<b>Contact Person</b>	<b>Contact Details</b>	<b>Category</b>	<b>Room Type</b>
The Ravenala Attitude	<a href="#">Address: Turtle Bay, Balaclava</a> <a href="http://www.hotels-attitude.com">www.hotels-attitude.com</a>	Sheetal Kalisaran	<a href="#">Email:</a>	4 star	Single Couple Suite
					Single Family Suite
					Single Executive Seafront Adult Suite
					Double Couple Suite
					Double Family Suite
					Double Executive Seafront Adult Suite
Recif Attitude Hotel	Address: B38, Pointe aux Biches <a href="http://www.hotels-attitude.com">www.hotels-attitude.com</a>	Sheetal Kalisaran	<a href="#">Email:</a> <a href="mailto:sheetal.kalisaran@hotels-attitude.com">sheetal.kalisaran@hotels-attitude.com</a> <a href="mailto:resa@recif-hotel.com">resa@recif-hotel.com</a> <a href="tel:2043189">Tel: 204 3189</a>	3 Star	Single Room
					Double Room
Victoria Beachcomber Resort & Spa	Address: Coastal Road, Pointe Aux Piments 21304, Pointe aux Piments <a href="http://www.beachcomber.com">www.beachcomber.com</a>	Yashdevi Siboo	<a href="#">Email:</a> <a href="mailto:incentives@beachcomber.com">incentives@beachcomber.com</a> <a href="tel:60193572042000">Tel: 601 9357/ 204 2000</a>	4 Star	Deluxe ground floor- Single
					Deluxe ground floor- Double
					Junior Suites- Single
					Junior Suites- Double
					Senior Suites- Single
					Senior Suites- Double
Le Meridien	<a href="#">Address: MU, Village Hall Lane, Pointe aux Piments 21304</a> <a href="#">Le Méridien Ile Maurice</a>	Suraj Sookur	<a href="#">Email:</a> <a href="mailto:suraj.sookur@marrriottmauriti.us.com">suraj.sookur@marrriottmauriti.us.com</a> Tel: 204 3333 Mobile: +230 54975724	4 Star	Deluxe Ocean View on Run of House
The Westin Turtle Bay Resort & Spa	<a href="#">Address: Balaclava Turtle Bay MU, 21307</a> <a href="#">The Westin Turtle Bay Resort &amp; Spa Mauritius</a>	Suraj Sookur	<a href="#">Email:</a> <a href="mailto:suraj.sookur@marrriottmauriti.us.com">suraj.sookur@marrriottmauriti.us.com</a> Tel: 204 3333 Mobile: +230 54975724	5 Star	Deluxe Ocean View on Run of House