

Practical information

13-14 November 2018 | Novotel, Dakar, Senegal

1. Event

Youth Entrepreneurship and Self-employment (YES) Forum 2018 ([Agenda](#))

2. Date and time

13-14 November 2018

Registration to obtain your event badge at 8am on 13 November 2018.

3. Venue

Novotel Dakar

Avenue Abdoulaye Fadiga

BP 2073, 18524

DAKAR, SENEGAL

Tel: (+221) 33/8496161

See [Map](#) / [Website](#)

4. Registration and event badge

Upon arrival at Novotel Dakar, participants should proceed to the registration desk. An event badge will be issued upon presentation of an **ID card with a photo**, e.g. passport, driving licence. Participants arriving already on 12 November are encouraged to collect their badge at the event registration desk at Novotel Dakar between 16:00 and 18:30 on 12 November.

Badge collection for all participants starts at 8am on 13 November and will be available throughout the event between 8:00 and 18:00 on 13-14 November. After obtaining your badge, please go directly to the plenary room for the opening of the event.

Please note that security controls will be in place and getting into the hotel may take some time. As a result you will need to plan the time of your arrival accordingly. To avoid delay, we request that speakers arrive at least one hour before their scheduled session.

5. Languages

The working language for presentations, discussions, and sessions at the event is **English and French**. Interpretation will be available in French and English for plenary and breakout sessions.

6. Meals and other costs

Coffee breaks and lunches during the event (13-14 November 2018), and a cocktail reception on 13 November evening will be provided by the organizers. Please email us at decentjobsforyouth@ilo.org about any dietary restrictions you may have by **9 November 2018**. Participation in the Forum is free of charge for invited, approved participants. Participants are responsible for all costs associated with their accommodation, travel, visa, meals not covered by the event organizers and transportation.

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7. Hotel recommendations

To make a reservation with recommended hotels, please refer to the list of selected hotels below. Participants are requested to make their own hotel reservations directly with the recommended hotels. Please note that there will not be shuttle buses provided between the recommended hotels and the event venue Novotel.

Hotel	Phone #	Website
PULLMAN (Plateau)	(+221)33 889 22 00	Link
KING FAHD (Almadies)	(+221) 33 869 69 69	Link
RADISSON BLU (Corniche)	(+221) 33 869 33 05	Link
TERROU-BI (Corniche)	(+221) 33 839 90 39	Link

8. Transfer from/to airport to/from YES Forum venue

Several means of transport are available from/to the [Aéroport Dakar Blaise Diagne](#) to/from YES Forum venue (Novotel Dakar) – the distance is 45 km.

- **Taxi:** official taxis in Dakar are yellow and black; the fare should be around 12,000-16,000 FCFA from the airport to Novotel.
- **Shuttle bus:** bus service at the airport provided by [Aerobus](#): take line 2 which stops at “PLACE DE L’INDEPENDANCE”, within 12 minutes’ walking distance to Novotel. A single ticket costs 10,000 FCFA with timetable and more information is available [online](#).
- **Pre-arranged cab service:** contact **Wecab** at contact@wecabafri.com or call (+221)708467468 to hire a taxi which costs approximately 25,000 FCFA from the airport to Nobotel.

9. Photos and videos

The organizers will use photos and videos taken during the event for promotional purposes. If you do not want your image to be included in media material, we kindly ask you to inform us by email prior to the event.

10. Passports, visas and health regulations

Participants travelling from abroad should ensure that they have the necessary passport and/or visa required for entry into Senegal and for any other country through which they may have to transit. They should also inquire about health regulations for Senegal and other relevant countries and obtain the necessary vaccinations and appropriate certificates.

11. Insurance

Participants are advised to obtain insurance coverage against costs arising out of sickness, accident (including the cost of medical attention), temporary or permanent disability, death and third-party risks, covering the entire duration of the event and travel time. The organizers accept no liability in the event of accident or illness. It is the responsibility of the participant to organize any insurance cover which they may consider necessary.

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12. Meeting rooms

The sessions will be mainly hosted in **Rooms 1, 2 and 3** combined for the plenary sessions, and separated for breakout sessions. The marketplace and the cocktail reception on 13 October evening will be organized in the outdoor space **Éphémère**.

13. Medical service and emergency contact

Medical service: Novotel Dakar offers medical service for all participants during the YES Forum. For medical assistance, dial (+221) 78620 4411 or call the front office at (+221) 78620 4299.

Police: The general police number is **15** reachable from any phone.

14. Contact information

If you have further questions, email us at decentjobsforyouth@ilo.org

15. Further information

Further information about the event is available at:

<https://www.decentjobsforyouth.org/yesforum2018-agenda>

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The event is co-organized by

Partners of the Global Initiative on Decent Jobs for Youth

International Labour Organization (ILO), International Trade Centre (ITC), United Nations Capital Development Fund (UNCDF), United Nations Conference on Trade and Development (UNCTAD), United Nations Industrial Development Organization (UNIDO)

In collaboration with

The Government of Spain, the Government of Luxembourg, NEPAD Planning and Coordination Agency, Agence Nationale pour la Promotion de l'Emploi des Jeunes (ANPEJ, Senegal)

Global Entrepreneurship Network, Jokkolabs, Nestlé

CONTACT	DECENTJOBSFORYOUTH@ILO.ORG
ENGAGE	WWW.DECENTJOBSFORYOUTH.ORG
FOLLOW	@DECENTJOBSYOUTH
SHARE	#DECENTJOBSFORYOUTH