



**INFORMATION NOTE**

**2025 CONFERENCE ON  
LAND POLICY IN AFRICA**

**Land Governance, Justice, and Reparations for  
Africans and Descendants of People of The African  
Diaspora**

**10-13 November 2025**  
United Nations Conference Centre (UNCC)  
Addis Ababa, Ethiopia



Thank you for your interest in participating in the Conference on Land Policy in Africa scheduled to take place at the **UNITED NATIONS CONFERENCE CENTER** in Addis Ababa, Ethiopia from 10<sup>th</sup> to 13<sup>th</sup> November 2025.

This Information Note is intended to assist you in the planning and logistics of your travel to Addis Ababa.

### **I. Meetings' venue**

The Conference will be held at the [United Nations Conference Centre](#)  
Address: **Menelik II Avenue, Addis Ababa, Ethiopia.**

### **II. Visas requirements**

Visas are required for all participants traveling to Ethiopia, except for nationals of Djibouti and Kenya. This also applies to holders of diplomatic passports, as well as United Nations Laissez-Passer.

Visitors from countries that have Ethiopian diplomatic missions are advised to secure their visas from those missions before departure. Please contact us to extend a personalized Visa Invitation Letter. If your country does not have an Ethiopian diplomatic mission, Ethiopia's Ministry of Foreign Affairs will provide conference visa permits upon arrival to registered participants. This permit would only be provided to registered participants who share their passport information and travel schedule by 18 October at the latest, through the below link; <https://indico.un.org/event/1017783/registrations/23445/?invitation=3d43af93-6c76-468d-a874-ca444d2e8fd1>

CLPA organizers should provide you a scanned copy of the Note Verbal to present, along with the automated Indico registration acceptance message, to the Immigration Office at Addis Ababa Bole International Airport upon arrival to receive entry visa.

**All meeting participants to Ethiopia must hold a valid passport of at least 6 months before expiry, with at least 2 consecutive empty visa pages.**

Please note that an Ethiopian visa costs USD 52 per person for single-entry 30-days. Payment must be made in US dollars at the time of issuance of visa. No other currency will be accepted. Holders of diplomatic and service passports, as well as United Nations Laissez-Passer, will receive visas free of charge.

### **III. Health**

All visitors to Ethiopia must carry a valid Health Certificate for yellow fever vaccination. Additionally, those who have visited or transited through cholera-affected areas within six days prior to arrival are required to present proof of cholera vaccination.

Given that Addis Ababa is situated at an altitude of approximately 2,400 meters, travelers are advised to take appropriate precautions to mitigate potential health effects associated with high altitude.

Travelers arriving from countries with reported cases of Mpox may be requested by airport officials to provide health information.

To facilitate your entry, you are required to complete the Travel Health Declaration Form available at the following link prior to your arrival in Addis Ababa: [https://redcap.link/travelers\\_screening](https://redcap.link/travelers_screening).

#### **IV. Accommodation**

Each participant is responsible for making their own hotel reservation in Addis Ababa. Below are indicative rates for standard rooms at hotels near the UNCC premises. You may contact these hotels directly for reservations:

**1- Hyatt Regency**

Address: Meskel Square, Addis Ababa, Ethiopia

Average Price: USD 212 per night, inclusive of breakfast

Distance: 20 min walking distance

**Website:** [https://www.hyatt.com/hyatt-regency/en-US/addra-hyatt-regency-addis-ababa?src=corp\\_lclb\\_google\\_seo\\_addra&utm\\_source=google&utm\\_medium=organic&utm\\_campaign=lmr](https://www.hyatt.com/hyatt-regency/en-US/addra-hyatt-regency-addis-ababa?src=corp_lclb_google_seo_addra&utm_source=google&utm_medium=organic&utm_campaign=lmr)

**Email:** [addisababa.regency@hyatt.com](mailto:addisababa.regency@hyatt.com)

**2- The Sheraton**

Address: 2QC5+4R5, Taitu St, Addis Ababa

Average Price: Standard room USD 264 per night, inclusive of breakfast

Distance: 7-10 min drive depending on traffic

**Website:** <https://www.marriott.com/en-us/hotels/addlc-sheraton-addis-a-luxury-collection-hotel-addis-ababa/overview/?scid=f2ae0541-1279-4f24-b197-a979c79310b0>

**3- Radisson Blu Hotel**

Address: 17/18, Kazanchis Business District Kirkos Sub-city, Addis Ababa

Average Price: USD 158 per night, inclusive of breakfast and all taxes

Distance: 7 min walking distance

Contact:

**Website:** <https://bit.ly/2J0X46S>

**Email:** [reservations.addisababa@radissonblu.com](mailto:reservations.addisababa@radissonblu.com)

**4- Elilly Hotel**

Address: Kazanchis, Kirkos Sub-city 17/18 Addis Ababa

Average Price: USD 80 per night, inclusive of breakfast

Distance: 2 min walking distance

Contact:

Website: [www.elillyhotel.com](http://www.elillyhotel.com)

Email: [info@elillyhotel.com](mailto:info@elillyhotel.com) or [reservation@elillyhotel.com](mailto:reservation@elillyhotel.com)

**5. Marriott Executive Apartments, Addis Ababa**

Address: African Avenue Kebele 19, Woreda 01, Addis Ababa 1000

Average Price: USD 85.00 per night, inclusive of breakfast

Distance: 12 min walking distance

Contact:

Website: [www.marriott.com/adder](http://www.marriott.com/adder)

Email: [reservation.adder@marriott.com](mailto:reservation.adder@marriott.com)

- Participants are free to arrange their own choices for accommodation.
- Participants are requested to settle all expenses directly with the hotel during check-out.

The rates provided in the table are indicative.

*Please note that information is provided for convenience only and does not constitute an endorsement or recommendation by the UNECA of the services of a particular hotel.*

**V. Registration for in-person participants**

All in-person participants must register in advance and obtain identification badges before the opening of the meeting.

**You can find the registration link here:** <https://indico.un.org/event/1017783/>

Access to the UNECA compound is only available through Gate 2 pedestrian entrance, with registration taking place at the security check, starting from 7:30am. Please note that only confirmed and pre-approved participants will be granted entry.

A second security checkpoint will be in place at the entrance of the conference center and outside the meeting hall between 8:30 and 9:00 am on 10<sup>th</sup> and 11<sup>th</sup> November 2025

Participants are required to carry their identification document (passport) to complete registration and gain access to the meeting areas.

For identification and security purposes, identification badges issued for the meeting must be worn by all participants at all times during the conference and at official social functions.

**I. Media Equipment**

Journalists planning to bring professional media equipment (including video and photo cameras, laptops, etc.) to Addis Ababa must complete a clearance form. This form is available from Sophia Denekew, Media Relations ([denekews.uneca@un.org](mailto:denekews.uneca@un.org)).

The form should detail the type, model, and serial number (if applicable) of each item and must be submitted no less than 10 business days prior to arrival.

The journalist visa fee is **\$152 USD**.

## **II. Transportation**

All participants are responsible for arranging their own transportation within Addis Ababa, including airport transfers.

## **III. Guideline on Personal Security and Safety of Participants**

Safety standards are relatively good, but similar precautions as in other metropolitan cities should be followed.

The following are some of the measures delegates are advised to follow whilst attending the conference:

- Display your Conference Badges on demand by authorized personnel and wear it visibly.
- Do not leave bags and parcels unattended. They will be confiscated or destroyed.
- Do not bring unauthorized persons and children into the conference centre
- Safeguard your valuables properly.
- Check for your documents and items before you leave conference halls and meeting rooms; and,
- If you lose any valuable items within the premises, inform Security and Safety Services or inform the nearest Security Officer.

If you are off the ECA premises and in the hotel:

- Upon entering or leaving your room, make it a habit to lock the door.
- Before leaving, inspect your room to make sure no money, jewellery, cameras etc. have been left exposed.
- Deposit valuables or portable items in your room safe or at the reception desk and obtain a receipt; and
- Should you observe anything suspicious or out of the ordinary, please contact the hotel manager.

## **IV. Climate**

Overall, the weather in Addis Ababa during November is mild and pleasant. However, we recommend packing some warm clothing for the cooler evenings and early mornings. Here's what you can expect:

- Temperature: Daytime temperatures typically range from 68°F to 73°F (20°C to 23°C), while night-time temperatures can drop to around 45°F to 48°F (7°C to 9°C). It is advisable to bring layers to ensure comfort throughout the day and evening.

- Rainfall: November is generally dry, with minimal rainfall, so you are unlikely to encounter disruptions due to rain.
- Humidity: Humidity levels are usually low, contributing to the overall pleasant weather.

#### **V. Electricity Supply**

The voltage applicable is 220-240 volts 50 cycles AC accessible via 13amp, three round pins arranged in a triangle and 2 round pins.

#### **VI. Currency**

Ethiopian currency is denominated in Birr and centimes. The exchange rate, on 03 October 2025, stands at US\$ 1 = ETB 140.14

For the most up-to-date rates, please visit: <https://www.combanketh.et/en/exchange-rate/>.

A branch of the Commercial Bank of Ethiopia is conveniently located within the conference center compound. The bank is open Monday to Friday, from 8:00 a.m. to 12:45 p.m. and from 2:00 p.m. to 4:30 p.m. Additionally, there are ATM machines for Visa and MasterCard users, allowing cash withdrawals in Birr.

#### **VII. Inquiries**

##### **Contact**

##### **Bier Lulseged-**

Email: [lulsegedb@un.org](mailto:lulsegedb@un.org)

##### **Keymisrak Berhanu-**

Email: [berhanu3@un.org](mailto:berhanu3@un.org)

##### **Mahlet Wubishet-**

Email: [mahlet.wubishet@un.org](mailto:mahlet.wubishet@un.org)

##### **Fikre Asmamaw**

Email: [fikre.asmamaw@un.org](mailto:fikre.asmamaw@un.org)

Land and Agricultural Transformation Section (LATs),  
Climate Change, Food Security and Natural Resources Division,  
United Nations Economic Commission for Africa

**Enjoy your stay in Addis Ababa!**