From Resilience to Sustainable Prosperity

Commemoration of the 40th Anniversary of the United Nations Declaration on the Right to Development

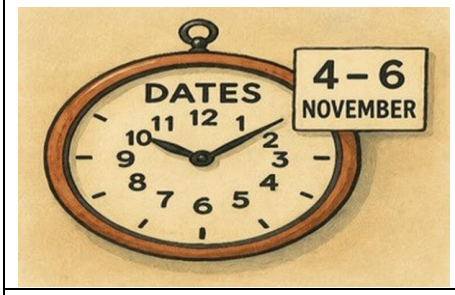
ADMINISTRATIVE AND LOGISTICS NOTE

4-6 NOVEMBER 2026,

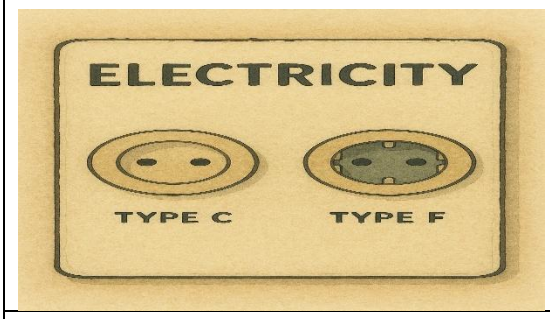
AFRICAN UNION HEADQUARTERS, ADDIS ABABA, ETHIOPIA

CONTACTS:

For further information, please contact: Mohamed Suma mohamed.suma@un.org;, Seraphine Kando KandoS@africanunion.org; Yacine Manga MangaY@AfricanUnion.org Isadora Plumasseau isadora.plumasseau@un.org;

DATES 	The Conference on the Right to Development and **Commemoration of the 40th Anniversary of the UN Declaration on the Right to Development**, will take place from **04 to 06 November 2026**. Participants are expected to arrive on **03 November** and depart on **07 November 2026**.
VENUE 	The three-day meeting will be held at the **Medium Conference Hall**, African Union Commission Conference Center, African Union Headquarters, Addis Ababa. To access the premises, please register via the following link (https://indico.un.org/event/1025227/) by **30 September 2026**
ACCOMODATION 	Participants are requested to arrange and book their accommodation directly with the hotel of their choice. You can find a list of hotels in Annex 1.

IMMIGRATION 	Before traveling, ensure compliance with all applicable Ethiopian immigration requirements. A facilitation letter for a visa-on-arrival will be shared with all participants. **Note:** A valid **Yellow Fever vaccination certificate** is mandatory for entry into Ethiopia.
AIR TRAVEL 	Participants are responsible for covering the cost of their own air travel to and from Addis Ababa. **Recommendation:** Arrive at the airport at least **three hours** before your scheduled departure time.
GROUND TRANSPORT & AIR TRANSFERS 	Participants will make arrangements for pickup and drop-off. The costs associated with airport transfers will be borne by the participants. **Please note that several hotels also provide complimentary airport shuttle services**. Make sure you contact your hotel to verify when completing your booking.
WEATHER 	**Weather** In November, Addis Ababa experiences pleasant, mild, and mostly dry weather. Daytime high temperatures average around 21°C to 23°C (70°F to 73°F), while nighttime lows drop sharply to a chilly 5°C to 10°C (41°F to 50°F). Rain is rare, with only about 13 mm of total monthly rainfall. Participants are advised to carry a light jacket and an umbrella. This is a general guide—please check local forecasts for up-to-date weather information.

MEALS 	Tea/coffee and Lunch will be provided during the conference from 4th to 6th November 2026, and the participants must cover all other meals. Please note that all participants are personally responsible for private expenses, including hotel business center services, telephone calls, laundry and dry-cleaning services, alcoholic beverages, room service, pub food, massages, mini-bar items, and any other personal services requested from the hotel. All expenses billed to the room will be the participant's direct financial responsibility.
ELECTRICITY 	Ethiopia uses plug types **C** and **F** (two round pins). The electrical supply is **220V**, 50Hz. Please bring appropriate adapters if necessary.
INTERNET 	Complimentary Wi-Fi will be available in the conference room.
SECURITY 	As in any major city, exercise standard security precautions for your personal belongings. For the safekeeping of valuables, consult the hotel's front desk.

REGISTRATION 	Participants will be required to register at the front registration desk each morning before the meeting starts.
INTERPRETATION 	Several languages are spoken in Ethiopia; however, during the meeting, simultaneous interpretation services will be provided in **English** and **French**.
CURRENCY 	The local currency is the Ethiopian Birr (ETB). Foreign currency exchange services are available at Addis Ababa Bole International Airport, commercial banks, and major hotels. Credit cards are accepted at most hotels and larger establishments; however, cash may be required for smaller transactions. For current rates, visit: https://www.xe.com/currencyconverter/convert/?Amount=1&From=USD&To=ETB

Annex 1: Designated hotels in Addis Ababa

Kindly note that the rates provided in the table are indicative and subject to change We kindly request that participants confirm this information directly with the hotels.

No.	Hotel Name	Contact Information	Distance to AU HQ
1	Kings Hotel	Telephone: +2519821000505 +251113711300 https://kingshotelethiopia.com/ Email : kings27au@gmail.com	500 m
2	Blue Nest Hotel *$60 USD inclusive of Airport transfers, breakfast and Gym*	Telephone: +251911614608 +251930802326 Email : bluebesthotelsocials@gmail.com https://bluenesthoteladdis.com/	500 m
3	Afro-legacy hotel *Proposed rate ($50-60 USD)*	Telephone: +251978414141 +251978656667 Email : info@afrolegacyet.com https://afrolegacyhotel.com/	
4	Hyatt Regency Hotel	Telephone: +251 115171234 Email: addisababa.regency@hyatt.com	3.5 km
5	Marriott Executive Apartments	Telephone: +251 115184600 Contact: Ms. Tewedaje Mulugojam E-mail: reservation.adder@marriott.com Tewedaje.Mulugojam@marriott.com Website: www.marriott.com/adder	3.8 km
6	Hilton Hotel	Telephone: +251 115518400 / +251 115170000 / +251 115510064 Contact: Mr. Daniel Gelaw Email: reservations.addisababa@hilton.com	4.3 km
7	Radisson Blu Hotel	Telephone: +251 115157600 / +251 115170400 Contact: Ms. Elleni Surafel E-mail: reservations.addisababa@radissonblu.com elleni.surafel@radissonblu.com Website: www.radissonblu.com	4.4 km
8	Jupiter International Hotel	Telephone: +251 115527333 / +251 115526370 / +251 911651810 (Ayelech)	4.5 km

	– Kazanchis location	Email: info@jupiterinternationalhotel.com Website: www.jupiterinternationalhotel.com	
9	Inter Luxury Hotel	Telephone: +251 115505066 / +251 115180444 Contact: Jacqueline Solomons Email: reservation@interluxuryhotel.com jacqueline.solomon@interluxuryhotel.com Website: https://interluxuryhotel.com	4.7 km
10	Elilly Hotel	Telephone: +251 115587777 / +251 115587773 / +251 115587770 Contact: Ms. Elsabeth Shume Email: info@elillyhotel.com reservation@elillyhotel.com Website: www.elillyhotel.com	4.8 km
11	Nigist Towers Hotel and Apartments	Telephone: +251 115509770 / +251 911195535 Email: info@nigisttowers.com Website: www.nigisttowers.com	4.9 km
12	Ramada Hotel	Telephone: +251 116393939 Email: reservations@ramadaaddis.com info@ramadaaddis.com Website: www.ramadaaddis.com	6.1 km
13	Friendship International Hotel	Telephone: +251 116670202 Email: marketing@friendshiphotel.com.et	6.6 km
14	Harmony Hotel	Telephone: +251 116183100 Mobile phone: +251 913867778 Email: reservation@harmonyhotelethiopia.com Website: www.harmonyhotelethiopia.com	6.8 km
15	Jupiter International Hotel – Bole location	Telephone: +251 116616969 / +251 911651810 Email: info@jupiterinternationalhotel.com bolereservations@jupiterinternationalhotel.com Website: www.jupiterinternationalhotel.com	6.9 km
16	Ambassador Hotel	Telephone: +251 116188284 / +251 116188281 Email:reservation@ambassadorhotelethiopia.com	7 km
17	Ethiopian Skylight Hotel	Telephone: +251 116818181 / +251 116176389 Email: reservation@ethiopianskylighthotel.com ayehug@ethiopianskylighthotel.com Website: www.ethiopianskylighthotel.com	7.1 km