

Filling the Gaps

Integrated Approaches to Crime Prevention and Safety

10th ICPC Colloquium

INFORMATION NOTE FOR PARTICIPANTS

Cape Town, South Africa

February 20-22, 2012



INTERNATIONAL
CENTRE
FOR THE
PREVENTION
OF CRIME

CENTRE
INTERNATIONAL
POUR LA
PRÉVENTION
DE LA CRIMINALITÉ

CENTRO
INTERNACIONAL
PARA LA
PREVENCIÓN
DE LA CRIMINALIDAD



INFORMATION ON EVENT REGISTRATION AND PARTICIPATION*

**Please check this document regularly for updates*

You are cordially invited to participate in the 10th ICPC Colloquium in Cape Town, South Africa, February 20 to February 22, 2012. ICPC will also be holding its Governance meetings on February 20 and February 23, 2012.

For your information, please find below details concerning the event:

- 1) Colloquium website and registration
- 2) Venue
- 3) Visa
- 4) Travel arrangements
- 5) Personal Safety
- 6) Accommodation
- 7) Obtaining your badge
- 8) Languages
- 9) Social Activities
- 10) Catering
- 11) Internet
- 12) Travel and health insurance
- 13) Currency
- 14) Emergencies
- 15) Contacts for information on the Colloquium
- 16) Tourist information

1) COLLOQUIUM WEBSITE AND REGISTRATION

Please access the following link to complete the online registration form:

<http://www.crime-prevention-intl.org/en/welcome/publications-events/article/comblers-les-lacunes-approches-integrees-pour-la-prevention-de-la-criminalite-et-la-secur.html>

The registration fee is **150 \$CAD** (approximately 1,200R).

Badges granting access to the venue will only be made available to registered individuals.

A formal **confirmation of your registration** will be sent to you as soon as your application has been processed.

The registration deadline is February 16th 2012.

2) VENUE

The Colloquium will take place from Monday, February 20 2012 to Wednesday, February 22 2012, in Cape Town, South Africa, at the Upper Eastside Hotel:



Upper Eastside Hotel

Brickfield Road, Woodstock,

Cape Town, South Africa

Phone: +27 (0)21 404 0570

Fax: +27 (0)21 404 0571

Website: www.uppereastsidehotel.co.za

3) VISA

Participants are requested to make their own arrangements regarding valid travel documents - passports, visas, etc.

Requirements for visitors' visas differ from country to country (for details consult the following link: <http://www.dha.gov.za/Counties%20Exempy%20from%20SA%20Visaa.html>). Please note that the requirements are subject to change. As each application is treated as an individual case, you should contact your nearest South African consulate or any office of the Department of Home Affairs to see whether or not you are required to apply for a visa. For contact information, please consult the following website: http://www.dfa.gov.za/foreign/sa_abroad/index.htm

Remember there is a fee for issuing a visa which you should check with the office. The fee is payable in different currencies in different countries.

Visas are not issued at South African ports of entry, and airline officials are obliged to insist on visas before allowing passengers to board. If you arrive without a visa, immigration officials will be obliged to put you on a flight back to your home country.

For more information on documents required to apply for a visa, please consult the following website: <http://www.dha.gov.za/Applying%20for%20a%20South%20African%20visa.html>

4) TRAVEL ARRANGEMENTS

As a general rule, participants are requested to make their own travel arrangements.

Please consult the following website on how to travel from Cape Town International Airport to the city centre: <http://www.acsa.co.za/home.asp?pid=3638>

From Friday, 17 February, a **SAPS welcome desk will be available for all participants at the Cape Town International Airport.**

The Colloquium logo will be prominently displayed at the desk for identification purposes. **Please be sure to stop by to inform them of your arrival and get information on transport options from the airport**, such as car hire services, shuttles, taxi/cab and the My CiTi shuttle.

5) PERSONAL SAFETY

South African safety precautions are not unlike those recommended when travelling to other countries and major cities. More common sense than hard and fast measures, **safety precautions in South Africa** mostly require vigilance on behalf of the traveller and sound travel preparation.

Important **South African safety advice** includes avoiding deserted areas at night; securing valuables such as photographic equipment and wallets on your person; and leaving expensive, flashy jewellery in your hotel safe while out and about.

For more information and contact information:

- South African visitor's information website: <http://www.southafrica.info/travel/advice/crime.htm>
- SA Tourism Safety Initiative website: <http://www.satsa.com/pages/Page.asp?PageID=13>

6) ACCOMMODATION

As a general rule, participants are requested to make their own accommodation arrangements.

ICPC will be staying at the hotel where the event will take place.

The address of the hotel is:



Upper Eastside Hotel

Brickfield Road, Woodstock,
Cape Town, South Africa

Phone: +27 (0)21 404 0570

Fax: +27 (0)21 404 0571

Website: www.uppereastsidehotel.co.za

So that you may begin planning your attendance, please find below a list of suggested hotels:



Protea Hotels*:

- Victoria Junction
- North Wharf
- Fire and Ice
- Breakwater lodge

Central Reservations: +27 861 11 9000

Website: www.proteahotels.com

*Located in the downtown area - will require a short taxi ride to the conference venue



Southern Sun Hotels*:

- The Cullinan
- Southern Sun Waterfront
- Cape Sun

Customer Contact Centre: 0861 44 77 44 | +27 11 461 9744

Website : www.southernsun.com

*Located in the downtown area - will require a short taxi ride to the conference venue

7) OBTAINING YOUR BADGE

All guests are expected to collect their Colloquium documentation as well as their badges at the Colloquium venue, Upper Eastside Hotel, on Monday, February 20 before the opening, from 3:00 pm to 5:00 pm or on Tuesday morning, February 21 from 8:00 am.

Registration will be conducted by name, therefore please make sure to bring valid ID.

All participants are requested to wear their badge at all times during the Colloquium. Entry or participation in the event could be refused if you do not have proper identification.

8) LANGUAGES

Simultaneous translation into **French, English, and Spanish** will be provided during all Plenary sessions. All workshops will have English and French translation. Please note that Spanish translation will be only available in workshops 2 and 6.

Please make sure to bring valid ID so that you may borrow headphones.

9) SOCIAL ACTIVITIES

On Monday evening, February 20, an **official dinner** organised by the South African Police Service and co-hosted by the Department of Community Safety (DOCS), Western Cape Government will take place at the Venue. Please present your Colloquium registration badge for entry.

On Tuesday evening, February 21, a **cocktail reception** for all registered participants will be offered at the Upper Eastside Hotel by the SAPS. Please make sure to wear your badge.

10) CATERING

Refreshments will be provided at the morning break, lunch and afternoon break each day.

11) INTERNET

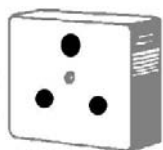
The hotel will provide WIFI access to all participants (free of charge – password available from the Colloquium Information Desk). Access to the hotel business centre will also be provided

12) TRAVEL AND HEALTH INSURANCE

It is the responsibility of each participant to have adequate **travel and health insurance** for the duration of his or her trip. The organizers are unable to take responsibility for any such expenses incurred during one's stay in South Africa.

It is the responsibility of each participant to make sure they have **the appropriate vaccinations** for travel to South Africa. Please note that South Africa requires the yellow fever certificate for travelers coming from certain countries. You may consult this website for the list of countries:

<http://www.westerncape.gov.za/eng/directories/services/11594/21089>



Please note that South Africa has **electrical sockets** that may differ from those used in your country.

The official South African socket and plug standard is type BS 546 15A (230V/50Hz). Appliances with a type CEE 7/16 plug are commonly found and used with a plug adapter. The older type BS 546 plugs may also be found.

13) CURRENCY

Currency exchange rates are available at all banks, shopping centres as well as in daily newspapers.

- One Rand (R) = 100 cents (c).
- Bank Notes: R200, R100, R50, R20, R10
- Coins: R5, R2, R1, 50c, 20c, 10c, 5c, 2c, & 1c.

14) EMERGENCIES

10111	South African Police Service emergency response number
10177	Ambulance or Emergency Medical Service and Fire Services
112	Emergency number for cellular/mobile phone users with access to Police, Ambulance, Emergency Medical and Fire Services
0861 874 911	Tourism Safety and Support Services
087 803 4636	South African Tourism helpline - for tourism information and assistance

15) CONTACTS FOR INFORMATION ON THE COLLOQUIUM

For **inquiries regarding logistics and organization of the Colloquium**, please contact the ICPC Colloquium Service:

International Centre for the Prevention of Crime (ICPC)
465, Saint-Jean, Suite 803
Montreal, Quebec, Canada
H2Y 2R6
Tel: +1.514.288.6731
invitation@crime-prevention-intl.org

For **inquiries regarding registration**, please contact Émilie Gauduchon:

Ms. Émilie Gauduchon
International Centre for the Prevention of Crime (ICPC)
465, Saint-Jean, Suite 803
Montreal, Quebec, Canada
H2Y 2R6
Tel: +1.514.288.6731 ext.226
Email: egauduchon@crime-prevention-intl.org

For **inquiries regarding the content of the Colloquium**, please contact Vivien Carli:

Ms. Vivien Carli
International Centre for the Prevention of Crime (ICPC)
465, Saint-Jean, Suite 803
Montreal, Quebec, Canada
H2Y 2R6
Tel: +1.514.288.6731 ext.228
Email: vcarli@crime-prevention-intl.org

16) TOURIST INFORMATION

- Information about South African is available on the SA gateway website:
<http://www.southafrica.info/>
- Tourism information is available on the SA Tourism website:
<http://www.southafrica.net/sat/content/en/za/home>
- The official tourism website of Cape Town and the Western Cape:
<http://www.tourismcapetown.co.za>