THE 5TH AFRICA PUBLIC SECTOR HUMAN RESOURCE MANAGERS’ NETWORK (APS-HRNet) CONFERENCE

INFORMATION PACK

KAMPALA SERENA HOTEL
27TH-31ST, AUGUST 2018
Key Facts about Uganda

- **Capital:** Kampala
- **Population:** 35.6 million
- **Area:** 241,038 sq km (93,072 sq miles)
- **Languages:** English (official), Swahili (official), Luganda, various Bantu and Nilotic languages
- **Major religions:** Christianity, Islam
- **Life expectancy:** 54 years (men), 55 years (women)
- **Currency:** Ugandan shilling

Uganda has a tropical climate, with temperatures ranging from 21-25°C (70-77°F). The rainy season is from March to May and October to November. The dry season runs from December to February and June and July.

Human Capital: Sustainable Future for Africa – Agenda 2030 and 2063.

The African Public Sector HR Fraternity will be debating and strategizing on how to champion the renaissance of Africa through unlocking of the human capital productivity and competitiveness in driving the attainment of the SDGs from 26th to 30th March 2018.

HR Professionals are critical in key decisions of their Governments that support human capital growth and development, service delivery and socio economic transformation. Add to your business network another professional across Africa!!

Summarized key topics of the conference:

- Regional Integration: Opportunities for achieving Agenda 2030 and 2063 in Africa.
- Strengthening Partnerships and Collaboration between the Public Sector Civil Society and Private Sector
- Making it to the Boardroom: A guide for Human Resources Managers
- Implementing Agenda 2030 and 2063: Key Competencies for Public Officers
- Demystifying Performance Management: Revolutionizing the 21st Century Workplace (Regional Case Studies)
- Leading and Promoting a Mindset and Culture Change for Practical Innovations.
- Employee Relations and Legislation for the HRM Arena
- Managing a Multi- Generational Work-
force
» Talent Management: Driving Engagement and Sustaining Performance
» Transformational Leadership Capacity in Public Sector Institutions: A Choice or a Must
» The State of Human Resource Management in the African Public Sector
» Decentralization of Service Delivery in Africa: Implications for the SDGs and Agenda 2063 Agenda 2063
» True HR Transformation and Evidence Based Policy Making: The role of Human Resource Data Analytics.
» Leading Innovation: The Role of Human Resource Practitioners.
» Social Security Protection: A must for a Sustainable Future for Africa’s Human Capital
» Professionalizing the Human Resource Management Function.

Categories Of Participants

- Ministers of Public Service and other Ministers.
- Chief Executives of Public and Private Entities.
- Diplomats.
- Human Capital Development Organizations.
- Policy makers.
- Human resource Managers.
- Employers.
- Human Resource information System Designers and Developers.
- Leaders of Labours Unions.
- Training firms and Institutions.
- APSHRMnet Young Leaders
- Local Government representatives
- Leaders of Professional Associations
- Civil Society members
- Guests

VIPS

Several VIP delegates have been invited to the conference including Government ministers and leaders of international organizations.

As a VIP, you will be assigned a Delegation Liason Officer who will be the main contact for all matters for you and your delegation in the run up to and during the conference.

Guests

Well-wishers who wish to attend as guests will be required to pay a Participation fee of USD 200

Conference Program

You will find the program on the following websites;
» www.apsrm-net.co
» www.publicservice.go.ug
» upshrm-net.go.ug

Cultural Gala

Delegates will be hosted to an Evening Cultural Gala in one of Uganda’s special Cultural Centres. All delegates are encouraged to come with their cultural wear to grace this special evening with cultural diversity.

Security Arrangements

The Government of Uganda will be responsible for the safety and security of all delegates participating in the conference.
A separate VIP area will be available inside the conference venue which will be accessible to invited VIPs only.

**Firearms and security equipment**

No firearms may be brought into the country.

**Background Screening**

To ensure the safety and security at the Conference, a background check maybe part of the accreditation process. The checks will be conducted by the Uganda Police.

**Registration and accreditation**

**Accreditation**

Three Categories of accreditation have been created and corresponding zones demarcated in the conference venue, with each area being assigned a specific colour for the Tags to be issued to the delegates that belong to each of them. A summary of the Category, colour of Tags and areas assigned is provided below.

<table>
<thead>
<tr>
<th>Category</th>
<th>Colour of Tag</th>
<th>Zone/Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>VIPs</td>
<td>Blue</td>
<td>Elgon</td>
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<tr>
<td>All other Delegates</td>
<td>Red</td>
<td>Rwenzori</td>
</tr>
<tr>
<td>Media/Press</td>
<td>Yellow</td>
<td>Muhavura</td>
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</tbody>
</table>

**Registration Procedure**

All delegates can register online via [http://www.unpan.org/aps-hrmnet](http://www.unpan.org/aps-hrmnet) and [http://www.upshrm-net.go.ug](http://www.upshrm-net.go.ug)

Non Ugandan Delegates will pay a Registration fee of USD 400 while Uganda Delegates will pay USD 350. The account details are as follows:-

**Dollar Account**

- **Bank Name:** Standard Chartered Bank
- **Bank Branch:** City Branch
- **Account Title/Name:** Uganda Public Service Human Resource Managers Net
- **Account Number:** 8702004338000
- **SWIFT Code:** SCBLUGKA
- **Correspondent Bank:** SCBLUS33

**Additions**

Delegations of two or more representatives can appoint a Registration Officer and provide the APS-HRMnet Conference Secretariat with contact details of the selected Registration Officer using Form B on the APSHRMnet and MoPS/UPSHRMnet websites. The Registration Officer will be responsible for:

» Completing the list of delegates in the delegation
» Collecting the requisite personal information
» Electronic passport photos and passport scans
» Entering data

Uploading the photos and scans to the online registration system

**Media Accreditation**

Members of the Press can pre-register via the same page on the APSHRMnet and MoPS/UPSHRMnet websites. The application form
must be completed and an attachment of a letter of assignment on official letterhead from the Chief Editor, a copy of the press card and the passport.

The APSHRMnet Conference Secretariat will work with the Serena Hotel Management to ensure that a press center is set up and provides

» Wi-Fi
» Laptop Connections
» Mobile Press Wall for short Interviews
» Refreshments and Lunch

Venue, Facilities and Services
General Information

The Conference Hall is a non-smoking area. The Serena Hotel Management will guide you to designated smoking areas.

Conference Venue Map

Highlights of the conference area and its facilities are provided in the Site Map below

Interpreting Services

Proceedings in the Conference room will be interpreted from and into English

A shared Interpreters’ booth will be availed for delegation interpreters for use during key addresses

UNDESA Expert Group meetings and Press Briefings

An Ad Hoc Expert Group Meeting of UNDESA has been scheduled for the second day of the Conference. Other similar meetings and Press Briefings will be arranged for by the Conference Coordinators on prior notification.

Meals and Refreshments

Official Conference Meals and Refreshments will be served in accordance to the conference programme that has been availed at on each of the websites noted above.

Other Services and Facilities

A map indicating where you can access social amenities (Shopping, Health, Prayer, Entertainment and Craft Markets) will be availed at the conference as part of each delegate’s conference pack.

Arrival and Departure

Visa Information

When arriving in Uganda, all delegates must present a valid passport with the appropriate Visa (if required). The passport needs to be valid for six months beyond the length of stay. Detailed Visa information including Visa Exempt Countries can be accessed on the website for Uganda’s Directorate of Citizenship and Immigration Control at: www.immigration.go.ug; www.visas.immigration.go.ug.

Delegates who confirm attendance prior to 31st July 2018 will be facilitated to obtain visas on arrival at Entebbe Airport in the event that they are able to travel prior to obtaining visas.

Arrival at the Airport

Delegates arriving at Entebbe International Airport without pre-arranged transport can reach their respective
Hotels and the Conference Venue in a number of ways:
» By Taxi on site or thorough use of the Uber Application
» By rental car. All major rental agencies have offices at Entebbe International Airport

Transportation during the Conference

working hand in hand with the recommended hotels within proximity of the Conference venue ensure that delegates are picked to and from the airport. Special transportation arrangements will be made for VIPs

Accommodation

Delegations / Delegates are responsible for booking their own required accommodation including VIPs, and all associated costs. Hotel Information and direct booking links to the preferred hotels will be availed on the APSHRMnet and UPS-HRMnet websites. However some of the recommended hotels for your stay which are within a range of 50metres to 2km away from the conference venue, include:

<table>
<thead>
<tr>
<th>S/N</th>
<th>HOTEL</th>
<th>ROOM TYPE</th>
<th>RACK RATE</th>
<th>GROUP RATE</th>
<th>CONTACT (RESERVATIONS DESK)</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>HUMURA RESORT (UGANDA)</td>
<td>• SINGLE ROOM • DUBLE ROOM</td>
<td>$ 159</td>
<td>$ 135</td>
<td>256312181800</td>
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<td>$ 175</td>
<td>$ 150</td>
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<td>2</td>
<td>METROPOLE HOTEL KAMPALA</td>
<td>• DELUXE ROOM • BUSINESS DELUXE ROOM</td>
<td>$ 150</td>
<td>$ 120</td>
<td>078024417 031239100</td>
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<td></td>
<td></td>
<td></td>
<td>$ 175</td>
<td>$ 145</td>
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<tr>
<td>3</td>
<td>PROTEA HOTEL KAMPALA</td>
<td>• EXECUTIVE SUITE • JUNIOR SUITE/KING SUITE • STANDARD ROOM (FRONT) • STANDARD ROOM REAR</td>
<td>$ 321.80</td>
<td>$ 223.40</td>
<td>256(312)550000 256(414)550000</td>
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<td>$ 260.30</td>
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<td>$ 211.10</td>
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<td></td>
<td>Hotel Name</td>
<td>Room Types</td>
<td>Room Rates</td>
<td>Contact Numbers</td>
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<tr>
<td>4</td>
<td>IMPERIAL ROYALE HOTEL</td>
<td>DELUXE ROOM, EXECUTIVE ROOM</td>
<td>$140, $190</td>
<td>0758195794, 0772195794</td>
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<td>Subject to 18% VAT + LHT $2 per</td>
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<td>Room</td>
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<td>5</td>
<td>SHANGRI-LA HOTEL KAMPALA CLUB</td>
<td>EXECUTIVE ROOM, SUITE ROOM WITH</td>
<td>$90, $99,</td>
<td>0772222622, 0772222621</td>
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<td></td>
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<td>KITCHEN, SUPERIOR SUITE</td>
<td>$194</td>
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<td>6</td>
<td>SHANGRI-LA HOTEL NYONYI GARDENS</td>
<td>DELUXE ROOM, EXECUTIVE ROOM,</td>
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<td>0772222622, 0772222621</td>
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<td></td>
<td>KOLOLO</td>
<td>SUITE ROOM</td>
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<td>7</td>
<td>GOLDEN TULIP CANAAN KAMPALA</td>
<td>STANDARD ROOM, DELUXE ROOM,</td>
<td>$275, $285,</td>
<td>$256200506600, 256756840400</td>
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<td>SUPERIOR ROOM, EXECUTIVE SUITE,</td>
<td>$305, $345,</td>
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<td>BUSINESS SUITE</td>
<td>$400</td>
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<td>8</td>
<td>HOTEL AFRICANA</td>
<td>DELUXE ROOMS, EXECUTIVE SUITES</td>
<td>$120, $300</td>
<td>256414777500, 256700892031</td>
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<td>9</td>
<td>GOLF COURSE HOTEL LTD</td>
<td>DELUXE ROOM, EXECUTIVE, FAMILY</td>
<td>$183, $213,</td>
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<td>SUITES</td>
<td>$243</td>
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<td>10</td>
<td>MACKINNON SUITES</td>
<td>STUDIO ROOM, ONE BEDROOM SUITE</td>
<td>$150, $180</td>
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<td>11</td>
<td>HOTEL RUCH</td>
<td>DELUXE A/C, SUPER DELUXE A/C,</td>
<td>$75, $80,</td>
<td>0312210110, 0717820100</td>
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<td>TWIN SUPER DELUXE A/C</td>
<td>$100</td>
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<td>12</td>
<td>SHERATON HOTEL KAMPALA</td>
<td>SUPERIOR ROOM</td>
<td>$190</td>
<td>256312322463, 256752744371</td>
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<tr>
<td>13</td>
<td>FAIR WAY HOTEL</td>
<td>STANDARD ROOM, EXECUTIVE ROOM</td>
<td>$125, $220</td>
<td>256414259571, 256789493088</td>
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