



## **NOTICE OF EXCO MEETING**

To: AAQS council members  
AAQS Institution Members  
AAQS Practice Members

Dear All

### **AAQS EXCO MEETING AND JOINT AAQS/GAQS LOCAL INSTITUTION MEMBER SEMINAR TO BE HELD IN BANJUL, THE GAMBIA ON 19<sup>th</sup> APRIL 2018 FOR EXCO MEETING (AAQS EXCO) AND 20<sup>th</sup> APRIL 2018 (SEMINAR)**

Herewith relevant information:

1. **Who should attend the AAQS exco meeting**

All AAQS executive committee members

One representative from each AAQS Practice Member may also attend as observers (may participate in discussions but with no voting powers)

Local AAQS Practice Members are specifically invited to attend

Up to three representatives of the Association of Gambian Quantity Surveyors are invited to attend as observers (may participate in discussion but with no voting powers)

2. **Confirmed attendees**

A list of confirmed attendees will be issued in due course

3. **Notification of attendance**

It is essential that all delegates notify the AAQS well in advance should they wish to attend in order that the necessary seating and catering arrangements may be made

4. **Venue and hotel bookings**

**Venue and hotel bookings**

The venue for both the AAQS exco meeting and the seminar is the Kairaba Beach Hotel, Senegambia, The Gambia.

The venue is situated in the Senegambia Resort of the Tourism Development area with the hotel overlooking the Atlantic Ocean.

**The Negotiated room rates per night for the period April, 2018 will be:**

US \$ 100.00 – Single Standard Room  
US \$ 120.00 – Single Room on double occupancy  
US \$ 115.00 – Single Deluxe Room  
US \$ 130.00 – Single Deluxe Room on double occupancy  
All room rates are inclusive of breakfast

The contact for booking at the reservation office is  
**Ms. Awa Jatta Reservation Officer- The Kairaba Beach Hotel**  
**PMB 390 - Serrekunda**  
**The Gambia, West Africa**  
**Tel.: +220 446 2940/1/2/**  
**Fax: +220 446 5870**  
**Mobile: +220 7817244**  
**Email: [info@kairabahotel.com](mailto:info@kairabahotel.com)**  
**[reservations@kairabahotel.com](mailto:reservations@kairabahotel.com)**  
**[www.kairabahotel.com](http://www.kairabahotel.com)**

All delegates are to make their own hotel bookings. The GAQS propose that delegates stay at the hotel where the meeting will take place and the above mentioned rates will apply to all delegates booking for the event.

5. **Transport from and to the airport**

The international airport is situated approximately 10 km from the venue where the meeting and congress is to be held. Allow from half an hour to one hour duration for travelling to and from the venue depending on traffic

The GAQS will provide transportation to and from the airport for delegates. There will be no extra charge.

6. **Flights**

The following flight routes are available; (Note delegates can use other routes than these stated below)

Lagos/Banjul/Lagos – return  
Accra/Banjul/Accra - return  
Johannesburg/Dakar/Banjul and return  
Nairobi/Dakar/Banjul and return

All flights to Banjul from Joburg, Nairobi and Entebbe will use SN Brussels 16:50 flight from Dakar to arrive in Banjul on 14:40 on the 18<sup>th</sup> of April 2018. Flights from Accra and Lagos arrive in Banjul on 17<sup>th</sup> April 2018 at 18:15 hrs and 16:00hrs respectively.

Abbeys Travel Agency is the local contact for travels.  
Contact: Fatoumatta – Telephone +220-9988163 or +220-7888163  
Email: fatoumatta79@yahoo.com

## 7. Programmes

7.1 Programme for the AAQS Exco meeting on 19<sup>th</sup> of April 2018 is as follows:

8:30 – 9:00am Registration  
9:00 – 10:30 Exco Meeting  
10:30 – 11:00 Tea Break & Photographs  
11:00 – 13:00 Exco Meeting  
13:00 – 14:00 Light Finger Lunch  
14:00 – 15:30 Exco Meeting  
15:30 – 16:00 Tea Break  
16:00 – 17:30 Exco Meeting  
17:15 - End of session

7.2 Provisional Programme for joint AAQS/GAQS seminar on 20<sup>th</sup> April 2018 is as follows:

8:00 – 9:00 Registration  
9:00 – 9:15 Welcome Remarks  
9:15 – 9:30 Statement from official of Government  
9:30 – 10:30 Photographs and Tea Break  
10:30 – 12:30 First session of seminar  
12:30 – 14:00 Lunch Break  
14:00 – 15:30 Second session of seminar  
15:30 – 16:00 Tea Break  
16:00 – 17:00 Q & A and Closing Remarks  
17:00 – 17:15 Statement From AAQS President – David Gaitho  
17:15 - End of session

Theme for the seminar is “PPP/PFI – New Directions for Funding Capital Infrastructure Projects in Developing Country” (Provisional)

There will be no charges for seminar fee

## 8. Currency of country

The currency of The Gambia is the Dalasi.  
Approximate current exchange rate is US\$ 1.00 = Dalasi 46.00

## 9. Visa requirements

Visa requirements for citizens of the AAQS member countries are generally as follows:

### Required

Countries with resident Gambian Embassies should apply direct to the Embassy

### Visas on arrival

Countries with no resident Gambian Embassy will be issued a visa on arrival at the airport.

Delegates from ECOWAS states do not require a Visa for entry to Senegal. Delegates from Non-ECOWAS states must have a Visa before they can enter Senegal.

**Not required**

ECOWAS member states.

Delegates should, however, themselves check the visa requirements. The AAQS and/or the GAQS should not be required to deal with visa applications other than providing a letter of invitation where required

Those who require a letter of invitation for visa purposes should contact;

Name: Mr Malick Njai

Name: Mr Sarane Hydara

Tel: 220 7990509

Tel: 220 9962025

Email: malicknjai@gmail.com

Email: smshydara@hotmail.com

10. **Health**

All visitors from the African Continent are required to have a valid yellow fever vaccination card

11. **Those wishing to extend their stay**

The Kairaba Beach Hotel will provide information of local destinations of interest to tourist.

12. **Dress code**

The dress code for the AAQS Exco meeting is smart casual (no ties required). The dress code for the seminar is similar.

13. **Agenda**

An agenda for the executive committee meeting will be issued to delegates in due course

Kind regards

Clarissa Walters  
AAQS Secretariat Manager

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