

## **INFORMATION NOTE**

### **14TH REGIONAL CONFERENCE AND ANNUAL GENERAL MEETING**

Kempinski Hotel Gold Coast City, Accra

May 5 -12, 2024

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*Theme: “Strengthening Institutions and Promoting Transparency: A means of fighting Corruption in Commonwealth Africa”.*

#### **1. Background**

With support from the Commonwealth Secretariat, the Republic of Ghana will be hosting the 14<sup>th</sup> Regional Conference of Heads of Anti-Corruption Agencies in Commonwealth Africa at the Kempinski Hotel Gold Coast City, Accra from May 5 -12, 2024 under the theme “*Strengthening Institutions and Promoting Transparency: A means of fighting Corruption in Commonwealth Africa*”.

In 2011, the Commonwealth Secretariat established the Association of Anti-Corruption Institutions in Commonwealth Africa to bring together Commonwealth Africa Anti-Corruption Agencies’ efforts to fight against corruption, by sharing best practices, training and capacity-building and policy research.

The Conference would bring together the members of the Association of Anti-Corruption Agencies in Commonwealth Africa, senior government officials, relevant international organizations, policy makers, legislators, development partners and resource persons to discuss key priorities aimed at the achievement of Sustainable Development Goal 16 (Peace, Justice and Strong Institutions). Participants are expected to share knowledge and best practices in dealing with common challenges and adopt innovative approaches in the fight against corruption.

The Conference has been held annually since its inception in 2011. This will be the second time Ghana is hosting this event. The first was in 2014, a decade ago.

The Anti-Corruption institutions in Ghana: Economic and Organised Crime Office (EOCO), the Commission on Human Rights and Administrative Justice (CHRAJ) and the Office of the Special Prosecutor (OSP) are leaving no stone unturned in hosting a successful and memorable Conference.

Further information can be found at [www.eoco.gov.gh](http://www.eoco.gov.gh)

You may also contact the organizers via [14caacagh@gmail.com](mailto:14caacagh@gmail.com)

## **1. Opening Ceremony and Opening Statements**

The Commonwealth Secretary-General, The Rt. Hon. Patricia Scotland QC, will take part as a special guest and deliver welcoming remarks. The President of the Republic of Ghana, H.E. Nana Addo Dankwa Akufo-Addo will open the week-long Conference.

## **2. Special events**

As part of the Conference, the under listed events will hold:

- The inauguration and unveiling of the Association of Anti-Corruption Agencies in Commonwealth Africa's official website and logo,
- Themed dinners for each day of the Conference
- A trip to the Cape Coast Castle, a UNESCO World Heritage Site, which has the "gate of no return" during the trans-Atlantic slave trade.

## **3. Participation and Costs**

The host will meet the cost for the Conference venues, dinners from the 5<sup>th</sup> to the 10<sup>th</sup> May, 2024, cost of internal transportation and excursion for delegates. The host will also cater for lunch on the tour to Cape Coast on Saturday 11<sup>th</sup> May, 2024.

## **4. Registration**

Delegates are requested to complete the confirmation of attendance in the confirmation form and send it back to the address shared on the date specified prior to the anniversary date. To ensure the smooth running of all obligations please ensure to confirm your participation by registering on the link: <https://aaacoa.org/form/14th-regional-conference>

Kindly note that the online registration deadline is 23<sup>rd</sup> April, 2024. You will therefore be unable to access the form after the registration deadline. We expect all participants to arrive on 5<sup>th</sup> May 2024, at the latest.

## **5. Languages and Documentation**

The official language for the Conference will be English.

## **6. Arrival Information**

All foreign delegates will be expected to arrive for the Conference through Kotoka International Airport (KIA).

## **7. Arrival and Departure**

Upon your arrival at KIA you will be met at the VIP lounge by staff of the Ministry of Foreign Affairs and Regional Integration and members of the Local Organising Committee (LOC). Transport will be provided for delegates to and from the airport to the respective hotels.

## **8. Visa Requirement**

Delegates who need a visa to enter Ghana or visas on arrival to Ghana will be provided with the necessary assistance by the host.

Delegates who apply online for visa upon arrival are expected to come along with their visa approval and cover their visa application costs.

Except the under listed jurisdictions, Commonwealth delegates do not require visas to enter Ghana.

- Cameroon
- Gabon
- Kingdom of Eswatini
- Mozambique
- Seychelles

Other participants who need invitation letters in order to apply for visas should send an email to [victoria.akegie@eoco.gov.gh](mailto:victoria.akegie@eoco.gov.gh) with their travel itinerary for facilitation.

## **9. Passport**

All visitors entering Ghana must hold a valid passport. Delegates will also be required to carry along relevant additional identification documents including a vaccination (yellow) card.

## **10. Air Fares**

The cost of air fares/travelling expenses shall be covered by nominating agencies for their officers to and from Ghana.

## **11. Dates and Venues**

The upcoming conference is scheduled between 5<sup>th</sup>-12<sup>th</sup> May 2024, and will be held at the prestigious Kempinski Hotel, Gold Coast City, Accra. Other fascinating locations have been programmed to host dinners in Accra.

## **12. Accommodation and Airport Transfers**

A shuttle service will convey delegates and participants from KIA to Kempinski Hotel. Save accommodation, transport shall be provided to and from other earmarked venues for the entire Conference.

## **13. Lunch and Refreshments**

In accordance with the official programme for the Conference, lunch and refreshment shall be served at specific intervals. That said, unique dietary requirements/needs, communicated to the LOC shall be taken into consideration and addressed.

#### **14. Schedule and Dress Code**

- Day 1: Opening ceremony: Business/Formal**  
**Welcome dinner: Smart Casual/ National attire**
- Day 2: Meetings: Business/Formal**  
**Chinese dinner at Tang Palace Hotel: Smart casual**
- Day 3: Meetings: Business/Formal**  
**Dinner at the residence of the British High Commissioner to Ghana: Casual**
- Day 4: Meetings: Business/Formal**  
**Night beach dinner La Palm Royal Beach Hotel: All White**
- Day 5: Annual General Meeting (AGM): African/National Attire**  
**Closing Dinner at the Movenpick Ambassador Hotel: African/National Attire**
- Day 6: Excursion to the Cape Coast Castle: Polo Shirt and cap (to be provided by host) with blue jeans**
- Day 7: Departure (according to travel itinerary provided)**

#### **15. Useful information about Ghana**

Ghana is a relatively peaceful country with very friendly citizens. Crime rate in the city is generally low. The city has a lot of fun places to visit however delegates are encouraged to be careful and move in groups. Additionally, delegates must carry along their identification documents on their persons at all times.

#### **16. Geographical Information**

Ghana, officially the Republic of Ghana, is a country in West Africa. Ghana is located on the Gulf of Guinea a few degrees north of the Equator. It abuts the Gulf of Guinea and the Atlantic Ocean to the south, shares a boundary with Cote D'Ivoire to the West, Burkina Faso to the North and Togo to the East. Ghana covers an area of 239,567km<sup>2</sup> spanning diverse biomes that range from coastal savannahs to tropical rain forests. With over 32 million inhabitants, Ghana is the second-most populous country in West Africa. Our Capital and largest city is Accra; other significant cities include Kumasi, Tamale, Cape Coast and Sekondi-Takoradi. Ghana is 16 administrative regions. Currently Ghana is within the wet season with rainfall expected regularly.

#### **17. Time Zone**

Ghana Time Zone - is abbreviated as GMT (Greenwich Mean Time). Ghana observes GMT/UTC +0 Standard Time Year round.

## **18. Information Technology**

- **Mobile Telephone Service Providers**

Internet Services across the country is generally good and supports VOIP. There are several Internet Service Providers in Ghana, offering competitive services to clients. It is recommended that guests engage conference organizers for best advice and assistance.

- **WI-FI Connectivity**

Complimentary Wi-Fi will be availed to delegates in the hotel rooms and the conference facility. Wifi would also be available in the coaches to be utilized for the tour to the Cape Coast Castle.

## **19. Electrical Power**

As at 2021, access to electricity in Ghana was about 86%. There is 100% electric power in Accra and all the urban areas of the country.

## **20. Currency**

The Cedi is the legal tender for transacting business in Ghana. However, visitors may carry along foreign currencies, especially the Dollar, to ensure ease of exchanging it to the Cedi, at any licenced forex bureau in the country.

## **21. Business and Shopping Hours**

With the exception of the tourism and hotel industry which operates between 14 – 18hrs of the day, typical working hours in Ghana is between 8am and 5pm. Night life in the Capital, Accra and other cities are usually vibrant and radiant.

## **22. Health**

Ghana is noted to have some of the best care facilities in the sub-region and in Africa. The country is not experiencing any epidemic and has a healthy population.

## **23. Environmental Health Services**

The country boasts of excellent medical professionals and facilities/services, as well as emergency treatment centers, manned by specialists with wealth of experience in managing health crises.

## **24. Important Contact Details**

For any further information and assistance, do not hesitate to get in touch with the Local Organising Committee members.

Hospitality: Mr. Edward Cudjoe- 020 724 2968

Security: Dr. Frank Ayisi- 054 530 0438

Communications: Mr. Kwaku Owusu-Sekyere- 020 371 0198

Operations: Victoria Asamoah - 024 330 9467

**We look forward to welcoming you and commemorating this milestone with you in Accra, Ghana.**