



basic education
Department:
Basic Education
REPUBLIC OF SOUTH AFRICA

Practical traveller information

*14th Policy Dialogue Forum and governance meetings
26-29 February 2024, Johannesburg, South Africa*

Secretariat of the International Task Force on Teachers for Education 2030

This document aims to provide the Forum participants with practical and useful information about their travel to, and stay in Johannesburg, South Africa.

It contains very important information in relation to the measures for safe travel to Johannesburg.

Please read this carefully, including the official information provided by the Government of South Africa.

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Registration

All participants must notify the TTF Secretariat of their intention to travel. If you face difficulties or have any questions, please contact Ann Kiragu (aw.kiragu@unesco.org) and Angela Crovace (a.crovace@unesco.org) at the Teacher Task Force Secretariat.

Conference Venue

The Teacher Task Force (TTF) 2024 Policy Dialogue Forum and governance meetings will be held at the Capital on the Park.

Please note that it is within 29,3 kilometres of Johannesburg - OR Tambo International Airport and about a 28-minute drive.

Capital on the Park

Address: [101 Katherine St, Sandown, Sandton, 2031, South Africa](#)

Tel: [+27 10 443 0000](tel:+27104430000)

URL: <https://thecapital.co.za/park/>

Hotel and Accommodation

All participants are strongly encouraged to stay at the Capital on the Park where the Forum will take place. Should you choose to stay at another hotel, you will be responsible for your own transport to and from the conference venue.

If you are a sponsored participant, you do not need to make your hotel reservation. The hotel has already set rooms aside for sponsored participants, and the TTF Secretariat will look after this. However, please make sure that you contact Ms Thomas at the TTF Secretariat as soon as possible.

If you are a non-sponsored participant, you can use [reservation link](#) to book your rooms at the Capital on the Park.

Should you have any difficulties, please contact: park@thecapital.co.za, or you could kindly get in contact with:

Name	Phone	Title	Email
Ms. Portia Mazibuko	+27 (0) 835559697	Banqueting Coordinator	Portia.mazibuko@thecapital.co.za

If there are no rooms available, we suggest you contact the following hotels nearby the venue:

Hotel	Website
Radisson Blu Gautrain Hotel, Sandton Johannesburg	https://www.radissonhotels.com/fr-fr/hotels/radisson-blu-johannesburg-sandton-gautrain

Park Inn Hotel Sandton	Hotels in Sandton, Johannesburg Park Inn Sandton Hotel (radissonhotels.com)
Hilton Sandton Hotel	https://www.hilton.com/en/hotels/jnbsatw-hilton-sandton/?SEO_id=GMB-EMEA-TW-JNBSATW

Arrival and Transportations

Arrival

All International participants are expected to arrive at Johannesburg - OR Tambo International Airport.

Visa Information

Please ensure that your passport is valid for at least 6 months from your travel dates.

Sponsored participants who need a visa should contact the TTF Secretariat, who could provide more information about this process.

Non-sponsored participants who are in need of a visa, please see the information provided [here](#) to help you with your formalities. Visas can be purchased on arrival at the Johannesburg OR Tambo International airport for various nationalities.

To and from the airport

For sponsored guests those who are staying at the Capital on the Park hotel, a **free or costly** (if not free, please add the fees) shuttle service has been organised. This will be available upon your arrival only at Johannesburg International Airport. Therefore, the shuttle of any other airports not located in Johannesburg will be at the participant's cost. Should you have any problems, please contact the TTF secretariat.

If you are a non-sponsored guest and you are staying at the Capital on the Park, the charge for the airport shuttle service is included in the negotiated room price.

If you are a non-sponsored guest and you are staying at another hotel, please see directly with the hotel for your airport shuttle service.

Departure

Please count at least 45-60 minutes to arrive at the airport due to security. Check-in closes 90 minutes before flight departure.

Around Johannesburg

Taxi

Participants who wish to schedule a taxi ride can be arranged via the front desk of the Capital on the Park. Please come to an agreement on the cost before you begin your ride.

The TTF Secretariat recommend using only authorised taxis, "site taxis". You can ask your hotel receptionist to call one for you. In addition, transportation by app services such as UBER or RRR is also recommended.

Security

Johannesburg is considered a safe city with visitors from all over the world. However, participants are advised to be careful at all times. For any private or individual activities, you may want to undertake, especially outside the premises of the meetings (sightseeing, shopping, etc.), please check with the Information Desk for guidance and advice.

Health and Insurance

Sponsored participants will benefit from a limited insurance provided by UNESCO. Non-sponsored participants are responsible for their own medical care and own insurance for accident, medical emergencies, loss of luggage and currency and against any damage, etc. The hotel will provide basic first-aid services.

Water

Johannesburg is one of the few big cities in the world where you can drink water tap. The City also featured in the top 10 metros and local authorities awarded Green Drop certification.

Languages

The most common language spoken as a first language by South Africans is Zulu (23 percent), followed by Xhosa (16 percent), and Afrikaans (14 percent). English is the fourth most common first language in the country (9.6%) but is understood in most urban areas and is the dominant language in government and the media.

Simultaneous interpretation will be provided in 4 languages (English, French, Arabic and Spanish) for all plenary sessions. Moreover, for Arabic and Spanish will also be available.

Banking and Money Services

Money

Most banks in Johannesburg have international ATMs. Credit cards are accepted at most tourist hotels. Bring US dollars or euros.

Currency

The legal tender in South Africa is the South African Rand (ZAR or R). US dollars or Euros are not widely accepted. In February 2024, the UN treasury put the exchange rate at ZAR 56.54 = USD 1. Banks in all towns and cities have ATMs, but not all work with foreign credit cards.

Cash

Banks throughout the country can exchange US dollars or euros. Most people use the foreign exchange bureaus in Johannesburg and other larger towns instead, and this is quite safe. Foreign-exchange bureaus also offer slightly better rates.

Credit Cards

Credit cards are increasingly accepted at midrange and top-end tourist hotels and restaurants.

Exchange Rates (indicative only):

Europe	€1	ZAR 20.33
UK	UK£1	ZAR 23.86
USA	US\$1	ZAR 18.78

For current exchange rates, check on current internet sites such as www.xe.com.

Climate and Local Time

Johannesburg city is in the Time Zone SAST (South Africa Standard Time) UTC/GMT +2 hours.

The average temperature in Johannesburg in February for a typical day range from a high of 84°F (29°C) to a low of 59°F (15°C). Some would describe it as pleasantly warm, humid but cool.

Contact Information

Host country organizing team

Responsibilities	Name	Phone	Email
TTF Focal Point / General Coordinator	Tinti Rabotapi	+27 761466812	Rabotapi.t@dbe.gov.za

TTF Secretariat and UNESCO

Responsibilities	Name	Phone	Email
General coordination	Fatou Niang	+33 659525510	f.niang@unesco.org
Logistics, travel, DSA	Ann Wanjiku Kiragu Angela Crovace	+33 695610604 +33 145681613	aw.kiragu@unesco.org a.crovace@unesco.org
Communication	Anna Ruzskiewicz	+33 651553731	ae.ruzskiewicz@unesco.org
Questions about the Agenda	Peter Wallet	+33 637382809	p.wallet@unesco.org

Other Useful Information

The City of Johannesburg is the economic capital of South Africa. Situated in the central highlands of South Africa at an altitude of 1,700 metres above sea level, its population is approximately 6.5 million people (including the metropolitan area).

You can find information about South Africa at <https://www.visitsouthafrica.com/>

Electricity

There are four associated plug types, types C, D, M and N. Plug type C is the plug which has two round pins, plug type D is the plug which has three round pins in a triangular pattern and plug types M and N both have three round pins. South Africa operates on a 230V supply voltage and 50Hz.

Telephone services

Mobile telephone coverage is provided by MTN South Africa, Vodacom South Africa and/ or Telkom SA SOC Limited who all offer prepaid and post-paid services. Mobile phone SIM cards are readily available on the market. For all three companies, roaming facilities are provided in many countries. Roaming charges are applied. Data plans are easily available with all mobile phone companies.

Important numbers

Emergency Numbers in Johannesburg

South Africa's country code	+27
Police (SAPS (South African Police Service))	10111
Ambulance Service	10177