



Energy Commission Building, Ghana Airways Avenue, Behind Alliance Française, Airport Residential Area, PMB 76 Ministries, Accra – Ghana  
TEL: (+233) 0302 817 047 (+233) 0302 817 049 FAX: (+233) 0302 817 050 WEBSITE: www.erera.arrec.org EMAIL: info@erera.arrec.org

## **ADMINISTRATIVE NOTE**

### **8<sup>th</sup> ECOWAS Regional Electricity Regulatory Forum**

#### **1.0 DATE**

The date for the 8<sup>th</sup> ECOWAS Regional Electricity Regulatory Forum is 19 – 20 July, 2023.

#### **2.0 VENUE**

The venue for the 8<sup>th</sup> Forum is the Mahatma Ghandi International Conference Centre, Niamey, Niger.

#### **3.0 THEME**

The theme for the Forum is ‘Building Competitive Electricity Markets: Regulatory Imperatives in the Current Global Context.’

#### **4.0 HOST OF FORUM**

The host for the 8<sup>th</sup> Forum is Autorité de Régulation du Secteur de l'énergie (ARSE) of Niger. They are hosting the Forum on behalf of the ECOWAS Regional Electricity Regulatory Authority (ERERA).

#### **5.0 PREVIOUS FORUMS**

<b>Forum</b>	<b>Venue</b>	<b>Year</b>
1 <sup>st</sup> Forum	Accra, Ghana	2010
2 <sup>nd</sup> Forum	Abidjan, Cote d'Ivoire	2011
3 <sup>rd</sup> Forum	Dakar, Senegal	2012
4 <sup>th</sup> Forum	Banjul, The Gambia	2013
5 <sup>th</sup> Forum	Ouagadougou, Burkina Faso	2016
6 <sup>th</sup> Forum	Cotonou, Benin	2018
7 <sup>th</sup> Forum	Banjul, The Gambia	2022

#### **6.0 21<sup>ST</sup> CONSULTATIVE COMMITTEE OF REGULATORS AND OPERATORS**

The 8<sup>th</sup> Forum will be preceded by the 21<sup>st</sup> Meeting of the Consultative Committee of Regulators and Operators (CCRO) from 17 – 18 July, 2023 at the same venue.

## **7.0 PARTICIPANTS**

Participants to the 8<sup>th</sup> Forum are Regulators and Operators from the Energy Sectors of Member States of ECOWAS, Speakers and Moderators. Also invited are representatives of the Government Ministries in charge of Energy within West Africa. Government officials from the Republic of Niger have been invited as well. The ECOWAS Commission and the West African Power Pool (WAPP) will be in attendance.

There are sponsored and non-sponsored delegates. For sponsored participants, the ECOWAS Regional Electricity Regulatory Authority (ERERA) will provide return air tickets and pay their per diem.

## **8.0 ARRIVAL AND DEPARTURE**

Arrangements have been made for participants to be welcomed and picked-up upon arrival at the Diori Hamani International Airport, in Niamey, Niger.

Non-sponsored participants are entreated to submit their itinerary to the email ([info@erera.arrec.org](mailto:info@erera.arrec.org)) for the necessary courtesies for their welcome. Organizers already have the itinerary of sponsored participants.

Adequate arrangements will be made for the departure of participants from their hotels to the airport at the end of the Forum.

## **9.0 HOTEL ACCOMMODATION**

The selected hotels with negotiated rates for the 8<sup>th</sup> Forum are Grand Hotel and Bravia Hotel. These hotels are about 5 minutes' drive from the Forum venue, the Mahatma Ghandi International Conference Centre.

Participant are required to check-in at the hotel with their passports.

### **Hotel Room Rates:**

Grand Hotel: Standard room rate per night = CFAF 54,050 including breakfast.

Bravia Hotel: Standard room rate per night = CFAF 85,500 including breakfast.

## **10.0 TRANSPORTATION**

Whilst in Niamey, participants will be conveyed from their respective hotels to the Forum venue and back each day.

## **11.0 REGISTRATION AND NAME TAGS**

Participants are required to register on the first day of the Forum (19 July) for their name tags which should be worn throughout the Forum for identification.

**12.0 PROGRAMME**

The programme for the 8<sup>th</sup> Forum will be made available to participants by email prior to the Forum. The programme will be in both English and French.

**13.0 MEETING SESSIONS**

During the Forum, there will be presentations in both English and French. There will be projectors mounted in the meeting room for participants to view and follow the presentations. Simultaneous interpretation will be available during the Forum.

**14.0 MEALS AND SNACKS**

For each day, lunch will be provided for all participants. Also, there will be coffee breaks or snacks for all during the period.

**15.0 TRAVEL REQUIREMENTS**

There are no visa requirements for West African nationals. Entry into Niger by foreigners is subject to obtaining an entry visa, except for some African countries where the Republic of Niger has signed visa waiver agreements with. Participants are advised to contact the Embassy of Niger in their respective countries to know if they require an entry visa. You can contact the host, ARSE, for any assistance.

**16.0 PER DIEM**

Sponsored participants will be paid per diem for their duration of stay to enable them to settle their hotel and other bills. ERERA sponsored participants are to make their boarding passes available for collection to facilitate the process.

**17.0 PAYMENT OF HOTEL BILLS**

It is the responsibility of participants to pay their hotel bills, food etc. ERERA and ARSE are not responsible for the payment bills for participants.

Participants who are sponsored by their organizations are to ensure that they receive their subsistence allowance (per diem) before embarking on the trip.

Payment at the hotels could be made by cash, Visa Card or Master Card.

**18.0 EXCHANGE RATE – CURRENCY**

The Republic of Niger is a member of the WAEMU zone. Its currency is the FCFA.

- 1 Euro = 655.95 FCFA
- 1 Dollar = 599.10 CFAF

## **19.0 WEATHER**

The weather is warm during the month of July with the possibility of rain. The temperature fluctuates between 30 and 80 degrees with some rain showers. July is the rainy season in Niger.

## **20.0 SECURITY**

Measures have been put in place to ensure the security and safety of participants. It is important to carry a form of identification, especially, your passport when going out.

## **21.0 OPTIONAL TOURIST VISIT**

An optional visit will be organized on Friday, 21 July, 2023 at the Koure Giraffe Park. Details of this visit will be provided later.

## **22.0 INFORMATION**

For information, kindly contact the following officials through the emails below:

1. Mr. Richard Nettey via [rnettey@erera.arrec.org](mailto:rnettey@erera.arrec.org) or
2. Mr. Sylvana Apaloo-Kpeglo via [info@erera.arrec.org](mailto:info@erera.arrec.org)  
[sapaloo-kpeglo@erera.arrec.org](mailto:sapaloo-kpeglo@erera.arrec.org)

***Issued by:***

***ECOWAS Regional Electricity Regulatory Authority (ERERA)  
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